

**Summerfield at Bayside Lakes Homeowners' Association**  
**BAYSIDE LAKES**

Board of Directors Meeting

December 14, 2021

5:30PM

~~Bayside Lakes Community Clubhouse~~

~~2051 Bramblewood Circle~~

**Via Zoom Session**

1. **Call to Order** – Meeting called to order by President, Robert Stise, at 5:30 PM via Zoom session. A quorum was established with all five Directors present. Eleven active Zoom connections were observed during the meeting, including 5 Board members, 1 ARC chairman, 4 Summerfield homeowners, and 1 from Fairway Management.
2. **Proof of Meeting Notice** – Notice was posted on the message board at the exit to Summerfield according to requirements.
3. **Reading / Waive Reading of Previous Minutes** – A motion was made to waive the reading of the minutes from the November 9 meeting. Approved by voice vote.
4. **Management and Committee Reports**
  - a. **Financial** – Joy provided the unreconciled balances for November 30 with \$26,297.39 in the operating account and \$209,815.48 in the Reserve Account for a total of \$236,112.87. Final reconciled balances will be available in two or three days.
  - b. **Approval of 2022 budget and 2022 assessments** – Robert mentioned that he wanted to try to hold the assessments flat from 2021 to 2022 but conceded that increases in vendor costs, and higher inflation made it impossible. Marie summarized the recommended annual budget and revenue plans for 2022 which included a 5% increase in the annual assessment dues. Reserves would increase modestly and two planned special projects were accommodated which would be charged directly to the deferred maintenance reserve account. Stephan proposed to increase the dues by 7%, but after some discussion the Board decided to support the position presented by Marie with the 5% dues increase. The 2022 budget and 2022 assessments were approved by unanimous voice vote. The special projects (message board replacement and vinyl fence repairs) were also approved using deferred maintenance reserve funds by unanimous voice vote.
  - c. **POA** – Joy reported that the POA will not meet until January. No report.
  - d. **ARC** – Tom reported that four ARC requests are currently open, two of which have open questions requiring a response from the homeowner. The other two should be approved in short order. The team noted that Nicole Flanagan has now taken over the ARC processing on the Fairway Management side.

5. **Old Business**

- a. **Speed limit compliance** – The radar trailer is now in SF and Robert hopes it will remain until Christmas week. An auxiliary police officer was on site to stop speeders and the message board displayed a “only you can prevent speed bumps” comment. All of this has made some marginal impact on speed control. The Palm Bay Police Department will be onsite for one day later in December and Robert would like to direct the officer to a few locations which he wants to monitor closely.
- b. **Florida Today article regarding sidewalk injury award** – Robert summarized a Florida Today article which outlined a \$957K jury award made to a Melbourne resident who was seriously injured in an HOA-community sidewalk accident. He thinks this is an important communication that might have some bearing on our upcoming proxy vote. He is working on a plan to get the material distributed to people in SF.
- c. **Approval for release of Covenant Changes packages** – Marie reported that all of the documents needed for the proxy vote for the changes to the Covenants have been put into envelopes and are ready for mailing. She referenced the calendar sent to the Board last week and made a motion to approve the release of the packages and the adoption of the timeline for implementation. Approved by unanimous voice vote.
- d. **Approval for change in meeting schedule for January** – Marie mentioned that the 30-day rule for action on the proxy required us to add an extra week between the December meeting and the January meeting to avoid having to convene a second time. The Special Meeting to address the proxy vote for changes to the Covenants will be held a 5:30PM on January 18, 2022, followed by the regular January meeting at 5:40PM. The change in meeting date from January 11 to January 18 and the schedule was approved by voice vote.
- e. **Violation letters, violation review schedule, hearing committee and fines** – Robert spoke about sidewalk pressure washing concerns at one of his neighbor’s homes; another neighbor lent equipment to get the job done. Marie asked Joy about the inspection schedule because Marie hadn’t received any spreadsheet since September 29th. Joy will send out the missing spreadsheet and will also send out the November listing and the re-inspection listing at the same time. Joy had said she tries to do the inspections to coincide with our meetings, but would get them completed in the middle of the month
- f. **Christmas Eve Luminara and celebration** – Meg Malone has volunteered to coordinate the assembly and distribution of Luminara kits again this year. She is planning to do this on Saturday, December 18 at 2PM at her house (2172 Windbrook). Volunteers are welcome to come and help.
- g. **Gardenbrook culvert repair** – Quotes have been received from Stillwater and Brevard Masonry. Robert would also like to get a quote from another company but has not had the time to pursue it. Robert will make a call.
- h. **Hunt Club Green mailbox color** – Marie noted that spray paint stocking levels at the local stores appear better this month, but our Hunt Club Green has not returned. Lowe’s has discontinued the entire “Painter’s Touch” product line and The Home Depot has deleted the shelf space for our paint; ACE and Walmart both still have a space assigned, but the color is out of stock at both locations.

Marie suggested that she and Tom revisit this in February and Tom and the Board agreed.

- i. **Newsletter Update** – Marie reported that the next edition will be coming out on January 5. We will include reminders for the Proxy vote activity and instructions on how to get a replacement proxy ballot if it is lost. If anyone has any other items that need to be considered for the newsletter, please send to Marie. Robert pressed to accelerate the publication in the case of any urgent information that the SF residents need to make a decision on proxies Robert pressed to accelerate the publication and asked the Board to vote to ask her to consider it. Stephan wants us to include a discussion on fireworks in the newsletter.
  - j. **Draft communications to Kolter Homes, DR Horton and other HOA's** – Marie is drafting a letter to send to Kolter Homes and DR Horton to explain our opposition to any changes in zoning for the golf course property that might be solicited. Marie would like to partner with other Bayside Lakes HOA's and the POA for their support and their signatures on these letters. Robert will try to find the listing of the 16 other HOA directors in Bayside Lakes. A homeowner said he had provided a draft copy to Robert many weeks ago and suggested that we use his letter as the starting point for our communication.
6. **New Business**
- a. **Windbrook cul-de-sac** – Marie mentioned that some homeowners have requested that we install a vinyl fence in front of the swinging gate at the Windbrook cul-de-sac. Robert suggested that we hold off to see what DR Horton and Dan Lipparini will be doing as the Stonebriar build nears completion. Robert and Stephan believe that we should add that vinyl fence when people start moving into Stonebriar.
7. **Open Homeowner Discussion**
- a. **Grounds and Pond maintenance behind 2167WB** – A homeowner is not satisfied with the mowing and pond maintenance behind 2167WB. Discussion included what the HOA had committed to do using Flawless (mowing) and Solitude (pond maintenance). It is not clear if either of these companies have followed through on their contracted duties. Robert will visit the homeowner later this week. The homeowner also expressed concern about people accessing the dirt road between the Windbrook cul-de-sac and the Tillman canal. Robert will consider what options we might have to limit access, but is concerned about interfering with Tillman's right-of-way.
8. **Next Meeting Date (Special)**

**Special Meeting for Changes to the Covenants Proxy Vote – Tuesday January 18 at 5:30PM; Zoom session; regular January meeting to follow at 5:40PM**

To join Zoom meeting (NEW MEETING ID AS OF 10/12/2021):

<https://us06web.zoom.us/j/84052071766?pwd=OEFMbndwcHNvcER1YW9QVzRsTzM0UT09>

Meeting ID: 840 5207 1766      Passcode: 057508  
Audio: (301) 715-8592      (Washington DC)

9. **Adjourn:** Being no further business before the Board, the meeting was adjourned at 6:35 PM.