

LAURELWOOD HOMEOWNERS' ASSOCIATION
BAYSIDE LAKES

BOARD OF DIRECTORS MEETING

October 06, 2021 6:00pm

Bayside Lakes Clubhouse

Meeting Minutes

1. Call to Order & Establishment of a Quorum

Quorum established: All board members present

2. Roll Call

Attendees

Paul Zima President

Dave Weber Vice President

Carl Doughty Member at Large

John Fazekas Secretary

Lisa Veta Treasurer

Iris & Al Barclay 1744

Deanna Douglas 1735

Alex Fugora 1765

Caroline Degavre 1705

3. Proof of Meeting Notice

Meeting notice posted at gate 48 hours prior to event (04 OCT 2021).

4. Review and Approve Minutes of the last Meeting

Meeting minutes for 2021-08-05

Minutes previously approved via email (unanimous)

5. Monthly Financial Statement Review (Joy)

Discussed AUG financial statement with no issues noted.

The AUG Financial statement will be archived in the HOA website.

6. Committee Report

A. ARC Committee

a. Review Approve/Disapproved Applications

No ARC review applications received or in process.

b. Vacancy Applicant Review

Reviewed ARC application submitted by Rose Ruffinello

Motion to approve Rose Raffinello

Motion: Lisa Veta

Second: Carl

Vote: Aye (unanimous)

B. Social Committee

Discussed recent notice from Palm Bay UPS office for misuse of community mail boxes (distribution of community letter via mail box).

- Notice acknowledged: Letters will no longer be distributed via mail box.

Discussed recent expenditure of \$75.00 for condolence flowers (funeral of RES family member)

Motion to approve expenditure for funeral flowers

Motion: Dave Weber

Second: John Fazekas

Vote: Aye (unanimous)

Discussed planned community cook out with regard to financial support.

The BD notes residents are responsible to provide their own food/beverages.

There are several volunteers to provide items such as tables, chairs and tents to support attendance.

C. Fining Committee

a. Vacancy Applicant Review

Julia Schwaller contacted the BD to express interest in serving on the FC. The BD will determine action after review.

7. Old Business:

A. Update on Front Entrance Work by Flawless

Discussed current status: The assessment is that the activity is not complete (such as mulching not sufficient). BD TRES (Lisa Veta) communicating with Flawless to resolve the effort.

The overall result is community satisfaction, but notes there remains several activities to be addressed (such as island lighting), and these activities are recognized as being in planning.

B. Front Entrance Light Pole Electrical Quote Review

Discussed the need for maintenance of partially buried electrical boxes at the light poles due to wear and possible exposure. Reviewed receipt of recent estimates:

1. Hoffman Electric – \$1,200 for restoration of electrical boxes (partially buried)
2. Brickner Electric - \$3,500 to include significant excavation to restore boxes.
3. Premier Electric - \$1,190 for restoration of electrical boxes (partially buried)

BD to request additional information regarding scope of work (to possibly include other electrical system needs) before selecting a provider.

C. Community Notification Board

Discussed obstacles to installation of board (Flawless renovation in process, in-ground electrical routing not identified) and will pursue installation once these activities are concluded (specifically marking of buried electrical cables in the vicinity of the planned installation site).

D. 1735 WRC Missing Oak Tree

Discussed RES effort to select supplier (CCCC and Valkaria Gardens) with various options and costs to meet the 3” caliper requirement. Issues identified:

1. Several other RES replaced trees which appear to be less than 3”
2. There is no description to define where the 3” measurement is to be taken

BD recommendation is to continue with tree selection, and if assistance is needed to complete the planting, several community volunteers have offered support.

BD will follow up on the next meeting on 04 NOV 2021.

E. 1755 WRC Orange Front Door (ARC Form)

Discussed ARC process adherence, to include direct contact with reference to source documents for ARC request, and noted no ARC review request was submitted to obtain approval for the door color change.

BD determined a certified letter will be sent to formally make the request to comply with CC&R's.

Motion to investigate any previous submittals by 1775. If no submittals are discovered, issue a certified letter and engage the VAC for action.

Motion: Dave

Second: John

Vote: Aye (unanimous)

Noted there needs to be better identification of the arbitration process.

Motion to rename the process as 'Violation Arbitration Committee'

Motion: Dave

Second: Lisa

Vote: Aye (unanimous)

8. New Business:

A. September POA Meeting Briefing

Discussed tree / shrub trimming along Bayside Lakes BLVD. Upon resolution of a POA financial issue, the maintenance activity will be completed.

Note: Bayside POA meetings are open to all residents to provide opportunity to be informed of Bay Side POA activities and decisions

B. October Inspections Review and Approval

Discussed recent violations with the following observances:

1. Mailboxes are not durable in this environment, and need to consider alternatives (FM has identified a potential replacement for under \$200)

Motion to request ARC to research alternative mailbox solutions

Motion: Dave

Second: Lisa

Vote: Aye (unanimous)

2. Asterix was used to identify repeat violations – Several have one (noted on AUG inspection) and two (noted on JUL and AUG inspections)
3. RES 1865 – Fence discussion: Pursuing options

C. Who is Doing Octobers Door to Door Violations Notifications?

Discussed the need to quickly address violations with RES to demonstrate prompt BD engagement, reinforce FM is no longer conducting inspections, and foster RES response to maintain valid issues affecting community standards.

BM's Lisa and Carl volunteered to perform the RES engagement / follow up (with the exception of sidewalk and mailbox violations due to pending actions)

D. November Inspections-Who is Doing Them

See 8.C: Lisa Veta and Carl Doughty agreed to perform the NOV inspections.

9. Open Discussion

A. Review of investment opportunities

BD TRES (Lisa Veta) conducted consultation with TD Bank to discuss investment accounts and potential opportunities. Lisa Veta was required to establish her position as a BM and an additional BM is required to hold signature authority (HOA PRES Paul Zima to fulfill this requirement by positional authority).

Current holdings include:

1. CD with a balance of \$63,000
2. Business money \$25,000

B. 10% HOA dues increase to be reviewed and evaluated in the next meeting to address planned future community needs (road maintenance, grounds maintenance, etc).

Note: HOA due increases are in conjunction with budget meetings: The next planned budget meeting is to be conducted in DEC 2021.

Note: There is no knowledge of an HOA dues increase among those in attendance – The BD will review the records to determine the last increase.

Request FM to present budget detail during the NOV 2021 meeting

C. Discussed common issues such as trees (pine vs oak – removal / replacement), excess sidewalk lift resulting from tree. At this time there is no clear criteria to determine when RES action is required. Situations will be addressed on a case-by-case basis.

10. Dates for the Next Scheduled Meeting is November 04 at 6:00pm

11. Adjournment

Motion to adjourn at 7:50 PM

Motion: Carl Doughty

Second: Dave Weber

Vote: Aye (unanimous)