

## **MEETING MINUTES**

**Location: Anymeeting.com**

### ➤ **CALL TO ORDER**

- The meeting was called to order at 6:19 PM by Marcus Bonds.

### ➤ **ROLL CALL AND VERIFICATION OF A QUORUM**

- Members present: **Mike Walker, Patrick Spikes, Marcus Bonds  
Jeffrey Gavrich, Steve Mileski, John Tramell**
- **Members NOT present: Shannon Boe**
- Julio Mendez, CAM from Leland Management.

### ➤ **PROOF OF MEETING NOTICE:** Meeting notice was posted at community entrances and on the Lake Sawyer South webpage.

### ➤ **APPROVAL OF PREVIOUS MEETING MINUTES**

- August 24, 2021 meeting minutes
  - Motion - **Steve Mileski**
  - Second - **Marcus Bonds**
  - Vote: **Shannon Boe -ABSTAIN (not present) / Mike Walker -ABSTAIN / Patrick Spikes -YES / Marcus Bonds -YES / Jeffrey Gavrich -YES / Steve Mileski - YES / John Tramell – YES → motion pass – approved**

### ➤ **President Remarks**

- **Marcus Bonds provided update regarding Magnolia trees on sidewalks  
Maintenance of the trees fall on the resident responsibility not the HOA or County**
- **Boulders – extra boulders (3-pallets) where to place them. Replace smaller ones already placed around the community with larger boulders from the pallets.  
Discuss with Juniper for the work to move and/or replace boulders as necessary.**
- **Marcus discussed the two information presentation on how the Association works was attended by a total of 6 people representing 4 households.**

### ➤ **Resident Comments**

- **No residents comment**

### ➤ **Committee updates – committee representatives provided updates and comments – in depth discussion**

**Decorations (Patrick): The decorations will be picked up this week. New flags purchased received and in possession with Patrick – Steve say thank you to Patrick for the 9/11 celebration decorations.**

**ARB: No report**  
**Fun: No report**

➤ **FINANCIALS/COLLECTIONS**

- **Financial review – CAM provided update on account balance.**

**Lake Sawyer South Community Association, Inc.**

**Balance Sheet**

**8/31/2021**

**Assets**

**Cash - Operating**

1001 - Operating Account - Alliance Bank	\$179,258.77
1070 - Operating ICS - Alliance Bank	\$224,176.61

<b><u>Cash - Operating Total</u></b>	<b>\$403,435.38</b>
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**Cash - Capital**

1090 - Operating - Alliance Working Capital	\$117,048.11
1095 - Operating - Alliance Capital Improvements	\$22,791.38

<b><u>Cash - Capital Total</u></b>	<b>\$139,839.49</b>
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**Cash - Reserves**

1100 - Reserve MM - Alliance Bank 0.45%	\$45,344.89
1170 - Reserves ICS - Alliance Bank 0.50%	\$610,089.75
1189 - Reserve CD - Fourth Capital Bank 3/12/22 - 0.45%	\$213,267.06

<b><u>Cash - Reserves Total</u></b>	<b>\$868,701.70</b>
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- **Invoices BOD approval**

**Invoice Report for BOD approval**

**9/24/2021**

Description	Client	Invoice Date	Invoice #	Payee Expense Account	Invoice Amt
Lake Sawyer South COA - 041 Oak Tree Trimming at Pool Area & Parking Area	Lake Sawyer South COA - 041	2/24/2021	7548	Arroyo Landscape Professionals, LLC 6550 Tree Trim / Removal / Replacement	\$660.00
Lake Sawyer South COA - 041 Community Garage House Number Plaques	Lake Sawyer South COA - 041	7/12/2021	212350	Sign Farm, LLC 6670 Signage - Repairs / Maintenance	\$3,727.50
Lake Sawyer South COA - 041 Jun Irrigation Repairs	Lake Sawyer South COA - 041	8/18/2021	129794	Juniper Landscaping of Florida, LLC 6610 Irrigation - Repairs / Maintenance	\$1,077.95
Lake Sawyer South COA - 041 Pressure Wash TH Common Areas	Lake Sawyer South COA - 041	8/25/2021	13215	Honel Property Maintenance, Inc. 8355 Pressure Washing	\$6,850.00
Lake Sawyer South COA - 041 Boulder Installation in Rear of Townhomes	Lake Sawyer South COA - 041	8/27/2021	130627	Juniper Landscaping of Florida, LLC 8340 Landscape Replacement	\$3,655.00
Lake Sawyer South COA - 041 New Pool Pack - 50% Deposit	Lake Sawyer South COA - 041	8/30/2021	14346	Resort Pool Services 7010 Pool Operation	\$32,237.50

**Approved Invoices - BOD approval**

<b>Vendor</b>	<b>Invoice #</b>	<b>Amount</b>	<b>motion by</b>	<b>second by</b>	<b>vote for approval</b>
Arroyo	7548	\$ 660.00	Steve Mileski	Patrick Spikes	unanimous
Sign Farm	212350	\$ 3,727.50	Jeffrey Gavrich	Marcus Bonds	unanimous
Juniper	129794	\$ 1,077.95	Jeffrey Gavrich	Steve Mileski	unanimous
Honel Properties	13215	\$ 6,850.00	Patrick Spikes	Jeffrey Gavrich	unanimous
Juniper	130627	\$ 3,655.00	Patrick Spikes	Steve Mileski	unanimous
Resort Pool	14346	\$ 32,237.50	Steve Mileski	Marcus Bonds	unanimous
Honel Properties	13219	\$ 416.40	Steve Mileski	Patrick Spikes	unanimous
Honel Properties	13218	\$ 480.00	Steve Mileski	Patrick Spikes	unanimous
Honel Properties	13234	\$ 1,175.00	Steve Mileski	Patrick Spikes	unanimous

- Motion to approve Juniper invoice from proposal #125055 \$4,008.59 – once invoice is received by Leland Management payment will be processed.
  - Motion - **Marcus Bonds**
  - Second - **Steve Mileski**
  - Vote: **Shannon Boe -ABSTAIN (not present) / Mike Walker -YES / Patrick Spikes -YES / Marcus Bonds -YES / Jeffrey Gavrich -YES / Steve Mileski - YES / John Tramell – YES → motion pass – approved**
  
- **OLD BUSINESS**
  1. HOA-BOD Online invoice approval
    - Motion - **Marcus Bonds**
    - Second - **Steve Mileski**
    - Vote: **Shannon Boe -ABSTAIN (not present) / Mike Walker -YES / Patrick Spikes -YES / Marcus Bonds -YES / Jeffrey Gavrich -YES / Steve Mileski - YES / John Tramell –YES → motion pass – approved**
    - Note: this will be in effect until January 1<sup>st</sup>, 2022 – One-person approval process - BOD members to approve invoices online 1<sup>st</sup> BOD Treasurer 2<sup>nd</sup> (back up) BOD president.**
  
  2. Monument proposals - Not available yet
  3. Pool closure 1-10 October to allow for pool pack replacement
  4. Security Cameras – installation is two (2) week out
  5. Court status – project pending for completion
    - i. Maglocks
    - ii. Landscaping

6. Fountain status – installation completed – pending electrical
7. Boulder placement (additional) - **Boulders – extra boulders (3-pallets) where to place/storage them? Replace smaller ones already placed around the community with larger boulders from the pallets. Discuss with Juniper for the work to move and/or replace boulders as necessary.**
8. **Flag poles: Alden is in the permitting process and will notify Association when permits are received and work to begin.**

➤ **NEW BUSINESS**

1. Resort Pool Services – services not invoices/billed – Invoice # ??? \$??? – no decision made invoice not available for BOD review and approval prior to BOD meeting.
2. Becker & Poliakoff Law firm – retainer for general legal services  
Motion to renew agreement - **Steve Mileski**  
Second - **Patrick Spikes**  
Vote: **Shannon Boe -ABSTAIN (not present) / Mike Walker -YES / Patrick Spikes - YES / Marcus Bonds -YES / Jeffrey Gavrigh -YES / Steve Mileski - YES / John Trammell –YES → motion pass – approved**
3. **Report below provided by Jeff Gavrigh:**
  - a. All County Paving – street asphalt repairs  
There are 12 asphalt patches (pot hole repairs) on the contract. ACP successfully filled 10 patches. ACP had previously saw cut 2- 2x16 foot sections of asphalt at that location but did not remove the asphalt. It is my understanding that OC will remove and replace the asphalt.  
Therefore ACP did not repair 64 square feet of asphalt. According to ACP’s VP, Derek Hall, we can either repair 64 sq. feet at a different location or he will calculate a credit of \$300 on contract. There are certainly other areas that now/later will require repair.... but needless to say but I’ll say it anyway: The maximum repair would be 8x8 feet.
  - b. Orange County project – sidewalk – concrete and asphalt repairs  
Concurrent with ACP’s work, Orange County began repairs on the Tattant end of Berkshire Oak Alley (“Moser Alley”) that is not on the contract with ACP. OC repair includes the crosswalk, cement border and the asphalt.  
OC also plans to repair the crosswalk, water channel AND asphalt at the Tattant end of Anselmo Alley.  
- Jeffrey Gavrigh provided detail explanation about the above project with All County Paving and Orange County project fixing the sidewalks.

4. Certified Backflow Inc., proposal – Backflow repairs estimated at \$710

Motion to approve - **Patrick Spikes**

Second - **Steve Mileski**

Vote: **Shannon Boe -ABSTAIN (not present) / Mike Walker -YES / Patrick Spikes -YES / Marcus Bonds -YES / Jeffrey Gavrich -YES / Steve Mileski - YES / John Tramell –YES → motion pass – approved**

- Juniper pending proposals for BOD approval – All proposals below were tabled until next BOD meeting.

Juniper proposals for BOD approval		
Proposal #	Description	amount
126011	LSS TH plants removal	\$ 5,079.78
126006	LSS TH hedge line removal	\$12,592.62
125999	LSS TH mulch	\$10,000.00
126014	LSS Common area - plant material	\$ 1,611.33
126005	LSS Common area - mulch	\$ 1,000.00

- TH Insurance rider – In depth discussion and details provided by Marcus Bonds regarding additional coverage for the TH. TH Owners are required to list the Association as secondary insured on homeowner policies.
- TH Driveway pavers – in depth discussion and details by Jeff Gavrich regarding the conditions of the driveway paver. Who will be responsible? Marcus Bonds explain that the responsibility is for the homeowner maintain / clean the pavers. Leland to make driveway pavers a focal point during inspections.
- Budget meeting mailings - Budget still not returned from BOD for process and mailing – Marcus Bonds explained that the Board members will have a workshop to discuss the budget and provide Leland Management with final draft to present to the membership. Per Marcus Bonds the draft budget will be posted online at the HOA website for residents to review. No mailing will be sent with the budget.
- Annual meeting mailings – forms for BOD approval. – No BOD approval was issued forms are the same as last year only change the dates.
- **ADJOURNMENT: meeting adjourned at 815PM**
  - Motion - **Marcus Bonds**
  - Second – **no second – at the time of adjournment only 3 members were on the meeting call**
  - Vote: **N/A**