

Lake Sawyer South Community Association- Board of Directors Meeting

6972 Lake Gloria Blvd Orlando, Florida 32809-3200

Heather Gambini, Senior LCAM

Date: May 26, 2020 **Time:** 6:15 pm

Location: Virtual Meeting via AnyMeeting

MINUTES

CALL TO ORDER: Meeting called to order by Steve @ 6:15pm

ESTABLISHMENT OF BOARD QUORUM:

Shannon Boe- present

Patrick Spikes- present

Steve Mileski- present

Mike Walker-present

Janelle Shay- absent

Marcus Bonds- present

Jeffrey Gavrich- present

PROOF OF MEETING NOTICE: Notice is posted at entrance a minimum of 48hrs prior to the meeting. Notice was also posted on the community website www.lakesawyersouth.com

APPROVE MEETING MINUTES: To approve the February 25, 2020 Board Meeting Minutes as submitted.

Shannon made a motion to approve the February 25, 2020 meeting minutes.

Marcus seconded the motion. Motion passed 5-6. Patrick abstained as he was not present February meeting.

PRESIDENT'S REMARKS:

- Steve reported that we are not certain when in-person meetings will resume based on restrictions of meeting space.
- Steve reported that trash and debris is being dumped in the common area space on the corner of Overstreet and Jervey and that he will be meeting with Arroyo to determine cleanup plan.
- Steve reported on the repairs needed at the tennis court and stated that Patrick and Marcus are working with the vendors to make the necessary repairs. He will elaborate on the matter in the vendor quotes.

RESIDENT COMMENTS:

- Mr. Wilson from 7718 Brofield called in and gave thanks for the Memorial Day décor in the community. He also asked for an update on assisting him with the noise issue coming from his neighbor that has not stopped. Shannon offered an in-person meeting with Mr. Wilson to get caught up on the issue since she is new to the Board and he agreed. They will work on the issue with the Board.
- Ms. Rodwell from 7235 Londale call in to voice her concern over her legal covenant matter. The Board urged her to contact the attorney since the file is active with their office.
- Mr. Fontaine called in to inquire about reopening the pool. Steve reported that the Board is working on finalizing a plan to reopen the pool on June 1st. He added that if rules are abused, the Board may close the pool again for safety reasons.
- Steve reiterated that the Board does not take part in NextDoor and does not conduct any business that way.

COMMITTEE UPDATES:

- Draft meeting minutes from the most recent ARB meeting were provided to the Board. Marcus gave update that 8 applications were reviewed tonight. The committee is looking at amending the guidelines and they will present those soon. Patrick added that every time a driveway is pressure washed, it takes off concrete and exposes aggregate. He requested that the ARB committee explore options for finishes on driveways.
- Shannon reported that there will be a drive by through the community for High School graduates that will take place on Thursday evening.
- Patrick reported that the flagpole décor looked great. Shannon is working on a more permanent option for more Holidays. Steve asked Shannon to find 3 vendors that will meet on-site with management and Board to make sure bids are given properly.

- Steve reported that at the February board meeting, there was discussion about the amenities and future improvements. He also asked at that time that a few members get together and try to come up with some ideas based on resident wants and needs. Shannon reported that Katrina is setting up a Google survey for residents to take so they can get feedback. Patrick urged Shannon to inform residents that the money from the developer can only be used for new improvements and if it is not used, it sits in the bank unused. Shannon voiced her concerns that she wants residents to be aware that there are ongoing maintenance costs involved in new amenities/improvements.
- Mrs. Walton reported that she will look at dates for an October Garage Sale.

FINANCIALS/COLLECTIONS:

- Financials- Manager reviewed the financials.
- Invoices-
 - Becker #4140870- Pulte Townhome research. ***Shannon made a Motion to approve invoice in the amount of \$1,017.50. Patrick seconded; Motion passed unanimously.***
 - Becker #4136340- Pulte Townhome research. ***Shannon made a Motion to approve invoice in the amount of \$3,300.80. Patrick seconded; Motion passed unanimously.***
 - Arroyo #6349- Irrigation Timer Repair Townhomes. ***Shannon made a Motion to approve invoice in the amount of \$1095.00. Patrick seconded; Motion passed unanimously.***
 - Arroyo #6336- Spring Annuals. ***Shannon made a Motion to approve invoice in the amount of \$1,782.00. Patrick seconded; Motion passed unanimously.***
 - ACE Surfaces #3168- Final Payment on tennis courts. ***Shannon made a Motion to approve invoice in the amount of \$2,400.00. Patrick seconded; Motion passed unanimously.***
 - The Lake Doctors- Fountain Panel Replacement. ***Shannon made a Motion to approve invoice in the amount of \$1,455.86. Patrick seconded; Motion passed unanimously.***
 - Honel- Pressure Washing Townhomes- ***Shannon made a Motion to approve invoice in the amount of \$6,990.00. Patrick seconded; Motion passed unanimously.***
 - Honel- Pressure Washing Common Areas- ***Shannon made a Motion to approve invoice in the amount of \$7,346.00. Patrick seconded; Motion passed unanimously.***
- Collections –
 - Small Balances- Accounting manager inquired whether the Board wants to waive the small balances on the Aging report to bad debt. After discussion, the Board asked management to check with CPA whether their Docs will allow them to do so.

OLD BUSINESS

- Landscaping at Townhomes- On hold pending stucco repairs.
- Townhome Monument Sign Replacement- After discussion, Board asked management to get 3 vendors together to meet on-site to go over scope of work and get bids.
- Townhome Structural Repairs/Repaint- After discussion, the Board asked manager and Jeff to get together to go over final list of repairs and meet with 3 stucco vendors to gather bids for the repairs. After final bids, the Board will decide how to handle the situation.
- Old Pool Furniture- Board decided a roll-off dumpster not needed. Board will ask pool vendor to haul items away, if needed once cabana the closets are cleaned out.

- e. Reserve Study- Manager waiting on Reserve Advisors to give some dates and times for a virtual call with Board to go over common areas, amenities, etc. to start the Reserve Study process.

NEW BUSINESS

- a. Violations Enforcement- **Marcus made a Motion to send 13757 Darchance: Total Yard Maintenance, 13536 Riggs: Driveway & Sidewalk Cleaning and 7424 Tattant: Total Yard Maintenance to attorney DiMasi for covenant demand. Shannon seconded; Motion passed unanimously.**
-Steve made a Motion to approve attorney covenant litigation on 13622 Darchance: Mailbox Repaint and 7757 Jailene: Boat. Shannon seconded; Motion passed unanimously.
- b. Proposal Review-
- Master Electrical- Entrance Lighting Proposals- **Steve made a Motion to approve proposals from Master electrical in the amount of \$395.00 & \$1,995.00 for entrance lighting upgrades. Patrick seconded; Motion passed unanimously.**
 - Alden #170702- Relocate Pool Button- Tabled pending management confirming that moving the button will not be in violation of any laws regarding safety, pool matters and that the vendor can program the gate to stay unlocked to allow time for residents to get through gate before it locks again, especially for residents with disabilities.
 - Honel-Install Tennis Court Screening- **Patrick made a Motion to approve bid from Honel to install the tennis court fencing once the repairs to the court are finalized. Shannon seconded; Motion passed unanimously.** Patrick will advise manager when to schedule.
 - Arroyo #3675- Shrubs and Sod at Tennis Court- tabled
- c. Vendor Quotes- Board asked management to get 3 vendors together to meet on-site to go over scope of work and get bids for gate key card access at the courts. Patrick recommended a sign be made stating that the basketball court is to be used only for its intended use.
- d. Capital Monies-A discussion was held regarding moving Capital Improvement money from developer into its own bank account and out of operating so the Association can easily identify how much money is left in the account. **Shannon made a Motion to have Leland open a separate bank account and move the money intended for Capital Improvements into its own account. Steve seconded; Motion passed 5-6. Patrick opposed.**
- e. Salomon Cove Alleyway Fence- A discussion was held regarding the state of the fence. Steve recommended that the Board consider other options for the fence since it continues to break down.
- f. ARB Easement Matter- Steve reported that there are ARBs that sometimes require use of common elements for access. ARB committee reported that as part of their guidelines updates, they want to include language for approval of use of easements belonging to the HOA as well as a possible deposit being required for damages.

ADJOURN: Shannon made a motion to adjourn the meeting. Marcus seconded and the Motion passed unanimously.