

Lake Sawyer South Community Association- Board of Directors Meeting

6972 Lake Gloria Blvd Orlando, Florida 32809-3200

Tiffany Castille, LCAM

Date: April 22, 2025, **Time:** 7:30 pm

Location: 8464 Winter Garden Vineland Road, Orlando FL 32836 Building 4

MINUTES

CALL TO ORDER: Meeting called to order by Shannon Boe at 7:33pm

ESTABLISHMENT OF BOARD QUORUM:

Shannon Boe- present

Chad Wilson- present

Patrick Spikes- absent

Cindy Haas- present

Jeffrey Gavrich- present

Steve Mileski- present

Brian Curnow- absent

PROOF OF MEETING NOTICE: Notice is posted at the entrance a minimum of 48 hours prior to the meeting and the notice is posted on the community's website www.lakesawyersouth.com

APPROVE MEETING MINUTES: To approve March 25, Board Meeting Minutes. Shannon motion to approve the March 25, 2025, meeting minutes. Jeff seconded the motion. Steve, Cindy, and Chad abstain since they were absent from the previous meeting. The motion carried.

PRESIDENT REMARKS: N/A

COMMITTEE UPDATE: The committee received 35 applications. 18 applications were approved, 3 approved with conditions, and 13 applications were denied. One application was a non-issue therefore no vote was needed.

Fun Committee: The Easter egg hunt event had great participation from the community.

FINANCIAL REVIEW: The board received the March financials and the aged receivables.

VIOLATIONS: The board reviewed several outstanding violations that have reached the final notice stage. • Motion: Steve motioned to send all files on the final stage list to the association's attorney for covenant enforcement.

- Second: Chad seconded.
- Vote: All were in favor; motion carried.
- Additional Motion: The Board unanimously approved Shannon to review each property before the files are sent to the attorney. Motion carried.

ACTION ITEMS

- a. Reserve Study: The new reserve study from Reserve Advisors was received. The Board noted multiple revisions are needed and encouraged all members to review the report thoroughly. A Zoom meeting will be scheduled with Reserve Advisors to review the report in detail.
- b. Closed Door Meeting: The Board will schedule a closed-door meeting to discuss legal matters with the association's attorney.

- c. Geloso Mediation: The Board unanimously appointed Shannon Boe to represent the Association during mediation with full settlement authority. Motion carried.
- d. Townhome Matrix Letter: The Board is working with the attorney to finalize a maintenance responsibility matrix letter for townhome owners. Once reviewed and finalized, the letter will be mailed to the membership.
- e. Pressure Washing Sidewalks: The association's attorney advised the Board that the HOA is responsible for pressure washing community sidewalks. This item will be included in the 2026 budget.
- f. Engineering Earth Solutions: The Board unanimously ratified the decision to retain Engineer Earth Solutions as a consultant for \$3,500. Motion carried.
- g. Pool Furniture: The Board reviewed three bids to replace the community pool furniture. Motion: Shannon motioned to approve the bid from Florida Patio Furniture for \$14,633.05. Second: Steve seconded.
Vote: Chad and Cindy approved; Jeff abstained. Motion carried.
- h. Sport Court Idea: Shannon presented ideas for closing off a gate at the sports courts. Concerns regarding ADA compliance were discussed. No action was taken.
- i. Bold Technology: The Board reviewed Bold Technology's report on the camera system and contract. Bold recommended replacing the NVR.
Putting Green: Motion: Shannon motioned to reclass SCCFLLC invoice #14063 for \$3,500 to be paid from Reserve Account COA 3105 – Putting Green.
Second: Steve seconded. Vote: All in favor; motion carried.
- j. Massey Termite: Shannon and Tiffany met with Massey to verify termite bond coverage for the exterior of the townhome buildings and the pool house. Motion: Shannon motioned to approve the termite agreements for \$1,718 (townhomes) and \$400 (clubhouse). Second: Steve seconded. Vote: All in favor; motion carried.
- k. Roof/Cabana: The Board discussed the 2025 cabana re-roofing project as outlined in the reserve study and the possibility of combining it with the townhome re-roofing. No action taken.
- l. Key Card Deactivation: The Board discussed turning off key fobs for delinquent homeowners. Without a fining committee, the action was tabled.
- m. New Website: The community website was updated with new information.
Motion: Steve motioned to approve the \$99 charge for the update.
Second: Chad seconded. Vote: All were in favor; motion carried.
- n. Roger's Landscaping: The Board reviewed and voted on several landscaping proposals:
Motion: Shannon motioned to approve Quote #28684 for \$2,450 to remove a dead pine tree. Chad seconded; all in favor.
Motion: Chad motioned to approve Quote #2867 for \$750 (install 1 pallet of St. Augustine grass). Steve seconded; all in favor.
Motion: Shannon motioned to approve Quote #2866 for \$8,650 (install plants throughout townhomes). Chad seconded, unanimous approval.
Motion: Shannon motioned to approve Invoice #2824 for \$1,740 (annuals). Cindy seconded; all in favor.
Motion: Steve motioned to approve Quote #2826 for \$750 (plants at townhome monument). Chad seconded; all in favor.
Motion: Steve motioned to approve Quote #2830 for \$11,550 (75 yards pine bark mulch). Shannon seconded; all in favor.
Motion: Steve motioned to approve Quote #2861 for \$1,950 (800 sq. ft. of grass in townhome area). Shannon seconded; all in favor.
The following quotes were tabled: 2863 (\$2,100), 2864 (\$2,750), and #2825 (\$3,100).
- o. Turf Master: The Board reviewed and unanimously approved a seasonal fertilization program/ contract for the townhome and common areas. A request was made for a separate quote to add fire ant protection along the bike trail.
- p. Tennis Court Resurface: The Board is reviewing several resurfacing and irrigation proposals to move water away from the tennis court. No decisions made, tabled for further discussion.

- q. Assessment Coupons: After legal review, the Board decided to continue sending assessment coupons for 2026.
- r. Legal Invoices from Di Masi Burton: The following legal invoices were approved:
Invoice #140322 for \$880 (Motion: Steve; Second: Jeff; All in favor)
Invoice #13292.3025 for \$1,150 (Motion: Steve; Second: Chad; All in favor)
Invoice #140313 for \$2,227.50 (Motion: Chad; Second: Cindy; All in favor)
Invoice #13301.2025 for \$1,150 (Motion: Steve; Second: Shannon; All in favor)

Discussion Items: Update sent out

- a. ARB Guidelines: The committee is updating the guidelines to include the required language per Florida Statute. Work is ongoing.
- b. Declaration/By-Laws: The attorney is preparing to incorporate all amendments into one document. Once completed, the document will be presented to the Association.
- c. Playground Update: The association is waiting for permit approval from Orange County for the new playground installation. The Board is reaching out to the Commissioner's office to help expedite the process. The unanimously approved Honel invoice #13715 for \$11,500 to install the new playground fence. The motion carried.

ADJOURN: Shannon made a motion to adjourn the meeting at 9:46pm. Chad seconded, and the Motion passed unanimously.