

Lake Sawyer South Community Association- Board of Directors Meeting

6972 Lake Gloria Blvd Orlando, Florida 32809-3200

Tiffany Castille, LCAM

Date: June 24, 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 7:30pm

ESTABLISHMENT OF BOARD QUORUM:

Shannon Boe- present

Chad Wilson- present

Patrick Spikes- present

Cindy Haas- present

Jeffrey Gavrich- present

Steve Mileski- present

Brian Curnow- called-In

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 May 27, 2025, Board Meeting Minutes. Shannon motion to approve the May 27, 2025, meeting minutes. Brian seconded the motion. Steve, Cindy, and Patrick approved of this motion. Jeff abstained. The motion carried. To approve June 9, 2025, closed door meeting minutes. Shannon motion to approve June 9, 2025, closed door meeting minutes. Steve seconded the motion. Patrick and Brian approved of this motion. Jeff, Cindy, and Chad abstained. The motion carried.

PRESIDENT REMARKS: N/A

COMMITTEE UPDATE: The applications received will be notated in the arb meeting minutes.

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

CPA Audit: The Board reviewed the 2024 financial Audit and tax preparation prepared by Arrington Mapili.

- Motion: Brian motioned to approve CPA audit and the invoice for \$4,200.
- Second: Cindy seconded the motion.
- Vote: All were in favor.
- Outcome: Motion carried.

VIOLATIONS: Shannon motioned to proceed with sending the following covenant enforcement cases to the attorney. Steve seconded the motion. All were in favor and the motion carried.

- 12838 Woodmere – Total Yard Maintenance
- 7538 Brofield – Total Yard Maintenance
- 12832 Woodmere – Total Yard Maintenance

- 13252 Vennetta – Total Yard Maintenance
- 13101 Vennetta – Total Yard Maintenance & Mailbox Replacement
- 8128 Jervey - Total Yard Maintenance
- 8176 Jailene Dr - Total Yard Maintenance
- 13611 Darchance – Tiles on front porch & garage light

ACTION ITEMS

- a. **Dedicated Parking/ Adopt Rule & Regulation:** The Board reviewed the proposed parking policy drafted by the Association's attorney regarding the pool area and mail kiosk parking in the townhome area. Discussion followed.
 - Revision Proposed: Jeff proposed revising the policy to state, "No resident parking or standing shall be permitted in this designated parking space."
 - Motion: Shannon motioned to adopt the Board Resolution of a parking policy for 90 days without engaging a towing company.
 - Second: Jeff seconded the motion.
 - Vote: Steve, Cindy, Brian approved. Patrick opposed.
 - Outcome: Motion carried.
- b. **Playground Update/Safety Policy/Fall Height:** The Board reviewed the project update from Honel, Project Manager, regarding the installation of the new playground and the required GMA and head injury criteria testing.
 - Motion 1: Brian motioned to approve AIS to moderate unconscious 100–150 G testing.
 - Second: Shannon seconded.
 - Vote: All in favor.
 - Outcome: Motion carried.
 - Motion 2: Shannon motioned to approve the fall height at 72 inches.
 - Second: Brian seconded.
 - Vote: All in favor.
 - Outcome: Motion carried.
- c. **Bold Tech. Additional Cameras Playground:** The board reviewed Bold Tech proposal to install two cameras at the playground.
 - Motion: Steve motioned to approve Estimate #001308 from Bold Integrating Technology in the amount of \$1,805.64 to install two new cameras covering the playground area.
 - Second: Shannon seconded.
 - Vote: All in favor.
 - Outcome: Motion carried.
- d. **Basketball Court:** The Board discussed standardizing open and close hours for the amenities.
 - Motion: Shannon motioned to set the following hours:
Tennis court, basketball court, playground: 9 AM – 8 PM
Pool area: 8 AM – 8 PM
 - Second: Steve seconded.

- Vote: Cindy, Brian approved. Jeff and Patrick opposed.
 - Outcome: Motion carried.
- e. **Sports Court:** Shannon presented Honel estimate #2656 to add an access sidewalk with bike rack pad at the Colbury entrance for \$3,450.
- Outcome: The board tabled this estimate.
- f. **Key Access 2026:** The board reviewed Key Access estimate #2026 for \$2,882.90 to replace the main control board at the pool cabana and install an IP converter with a \$19.99 monthly fee.
- Outcome: The board requested clarification on the monthly fee and tabled the proposal.
- g. **Ratify TH Matrix:** Motion: Shannon motioned to ratify the Townhome Mail Matrix approved at a prior closed-door meeting.
- Second: Brian seconded.
 - Vote: Cindy and Steve approved. Jeff and Patrick opposed.
 - Outcome: Motion carried.
- h. **Townhome Stucco Damage:** Discussion was held regarding past litigation with Pulte for stucco damage and the potential inspection of townhome building envelopes. Concerns were raised about costs and ownership changes.
- Outcome: The Board unanimously agreed to consult the association's attorney to identify which attorney handled the prior construction defect litigation and determine which units were inspected or repaired.
- i. **Roger's Landscaping: Emergency Irrigation Repair:**
- Motion: Brian motioned to approve Invoice #2973 for \$3,500 to repair common area irrigation that ran under the homeowner's driveway at Overview.
- Second: Shannon seconded.
- Vote: All in favor.
- Outcome: Motion carried.

Install 1,500 sq. ft. of Sod:

Motion: Brian motioned to approve Quote #2887 for \$2,440.

Second: Shannon seconded.

Vote: All in favor.

Outcome: Motion carried.

One Pallet of St. Augustine Sod:

Motion: Brian motioned to approve Quote #2911 for \$950.

Second: Shannon seconded.

Vote: All in favor.

Outcome: Motion carried.

Catch Basin Installation:

Motion: Brian motioned to approve Quote #2910 for \$3,100 to install a catch basin along the edge of the tennis court.

Second: Steve seconded.

Vote: All in favor.

Outcome: Motion carried.

Moving forward, the Board directed the landscaping team to provide itemized proposals.

2800 sq. ft. of St. Augustine Sod:

Outcome: Quote #2890 for \$5,250 was tabled.

The Board reviewed a letter from the homeowner at 7803 Brofield regarding invasive tree roots and proposals to remove several oak trees from the common area for \$25,500.

- Outcome: The matter was tabled pending consultation with the association's attorney.

- j. **Policy for Parking Lots:** The Board reviewed the proposed parking policy drafted by the association's attorney regarding the pool area and mail kiosk parking in the townhome area. Discussion followed.

Revision Proposed: Jeff proposed revising the policy to state, "No resident parking or standing shall be permitted in this designated parking space."

- Motion: Shannon motioned to adopt the Board Resolution of a parking policy for 90 days without engaging a towing company.
- Second: Jeff seconded the motion.
- Vote: Steve, Cindy, Brian approved. Patrick opposed.
- Outcome: Motion carried. The board would like the attorney to review a towing contract to understand the liability of the association.

Discussion Items: (Updates sent out)

- a. **ARB Guidelines Update:** The ARB Committee is finalizing updating the guidelines to comply with Florida Statute. Once completed, they will be reviewed by the association's attorney to confirm whether Board or membership approval is required and whether the guidelines must be mailed or posted on the community's website.
- b. **Sealcoating Parking Lot/ All County Paving:** The Board reviewed a proposal from All National Pavement to mill and pave the mailbox area and alleyway in the townhomes.
- Outcome: This proposal will be compared with the Reserve Study to ensure adequate funding for this future project as stated in the reserve study.

ADJOURN: Shannon made a motion to adjourn the meeting at 9:32pm. Jeff seconded, and the Motion passed unanimously.