Bayberry Lakes Homeowners' Association, Inc.

Board of Directors' Meeting Minutes

Thursday, March 28, 2019

Speaker Present: Dan O'Conner was present on behalf of Air One located in Ormond Beach. They provide duct cleaning services, residential ac replacements/repairs, maintenance plans. They are a dependable and trusted local company that provides free estimates. They have recently replaced the ACs at the community clubhouse as well as several residential replacements. A flier will be forwarded to owners.

Speaker Present: Capt. Goss from the DBPD was present and provided community information and respond to resident concerns. Including, but not limited to, the following was discussed: traffic light need(s) and issues along LPGA, speeding, the community has been crime free for past several months, parking on roadways, blocking sidewalks. Suggested members attend planning board meetings as there are a lot of plans for the area. Members present discussed the need for alternative parking as parking is not allowed on the roadways. Functions can be held at the clubhouse as long as it is open to all community members at no charge. Garages should be used. Driveways can be widened following ARC approval. A neighborhood watch could assist with parking issues. The Board has retained the services of DBPD officers at a cost of $40/hour 3 hours per week, 3 days per week, for a total of 2 weeks to assist with parking issues and speeding.

Call To Order: The Bayberry Lakes Homeowners' Association, Inc., Board of Directors' Meeting was called to order at 7:35PM by President W. Kamer at the Bayberry Lakes Clubhouse, Daytona Beach, Florida.

Roll Call:

William Kamer, Jr.	President	Present
Kevin Tucker	Vice Present	Present
Bobby C. Pittillo	Secretary	Present
Adam Tominsky	Treasurer	Present
Sabrina Zahnen	Director	Present
Kathleen Medlin	Director	Present
Kathleen Ridall	Director	Present
Adam Tominsky	Director	Present
Tom Zahnen	Director	Present

Approval of Minutes: Motion made by S. Zahnen, seconded by K. Medlin, to waive the reading and approve the Minutes of January 24, 2019; motion carried.

Financial Reports: A. Tominsky provided a financial report. Operating $76,562 (01/19)/ $123,490 – (01/19); Reserve $55,124 (01/19)/ $55,189 (03/19). There are 7 outstanding accounts that are currently being monitored by legal. Board questioned possible errors due to some current members that are behind with yearly payment. Also provided were the following written financial reports: Balance Sheet (03/19) and Profit & Loss Budget vs. Actual (01/19-01/18), and Customer Balance Summary (03/19). Motion made by B. Pittillo, seconded by K. Medlin, to approve the financial reports as presented; motion carried. Motion made by B. Pittillo, seconded by K. Tucker, to approve the 2018 End of Year Financial report provided by Julie Ronci, CPA; motion carried. The report is to be posted on the HOA website. Bayberry Colony and ICI Homes continues to pay its monthly shared maintenance fees for main entryway (01/17-Present). However, reminders have been forwarded for recent payments due.

Manager's Report: Written report of projects pending/completed provided (01/19-Present). There were 2 insurance claims filed against drivers for destruction of property (mailbox replacement/sign post replacement).

Committee Reports:
ARC: K. Ridall provided written minutes and updates. Tree removals require ARC approval. City right of way trees removed can result in a $25 fine administered by the City. The CC&Rs regulate the amount of plants and trees that are required on a property.

Neighborhood Watch: A Citizens Crime Watch Meeting is scheduled to occur April 3, 2019 at the Daytona Beach Police Department on Valor Road (2nd floor). Fliers will be circulated thru email and social media to request owner attendance.

Block Happenings/Communications Committee: B. Kamer will review hosting a Town Hall to discuss parking issues. Volunteers are needed to assist with a monthly or quarterly newsletter to improve community communications.

Yard of the Month: 469 Bayberry Lakes received the 2019 Yard of the Month. (Management to re-send volunteer/board schedule.)

Violations/Resolutions: Updated list provided to the board (02/19). 209 Mulberry will be scheduled for mediation/arbitration after receiving numerous letters both from management and legal and failed to maintain property (noted that this property is a rental and owner resides in Orlando). B. Pittillo and K. Tucker volunteered to attend when scheduled.

UNFINISHED BUSINESS:

*Gazebo Painting: Completed.

*LPGA Clean Up: In progress/weather permitting.

*ICI/Bayberry/City Maintenance Agreement: Conference with D. Smith, ICI, M. Chisholm, City Manager, A. Holmes, Public Works, B. Kamer, Bayberry Lakes HOA, P. Ozim, Legal on behalf of Bayberry Lakes, and S. Clifton, Clifton Management, attended a workshop to finalize the entryway (Mosaic/Tennis/Bayberry sign) maintenance agreement.

*Light/Post Replacement Orders: In progress/ongoing.

*Survey: Motion made by T. Zahnen, seconded by B. Pittillo, to approve $150 to Cut Above Design for an additional page to be added to the website for a community survey; motion carried. Report provided by webserver advised there were 5,167 views to the website in 2018 and 370 in Jan. 2019.

NEW BUSINESS:

*Stocking of Ponds: Updated permit has been received. Motion made by B. Pittillo, seconded by K. Medlin, to approve $6,000 for the purchase of 500 carp; motion carried. Delivery to occur within 2-3 weeks.

*Landscaping: 2 proposals received (4 in total requested) and reviewed. Motion made by K. Medlin, seconded by K. Tucker, to approve the continuation of the Rountree landscaping contact for 2 years at the current cost(s); motion carried (B. Pittillo dissenting). Management to meet with Rountree more frequently; K. Medlin volunteered to meet monthly with Rountree. Weeds and irrigation (or lack thereof) were the main source of concern(s). Management to speak with reclaimed water/public works to seek advice of obtaining reclaimed water in common areas. Rountree is hosting a seminar April 13th at 10A for "Getting Ready for Summer" at the community clubhouse. Motion made by K. Medlin, seconded by K. Tucker, to approve Rountree in the amount of $6,700 for clubhouse improvement projects (per

proposals); motion carried. An updated bid will be necessary to increase the size of the replacement from the current proposed 3-gallon size.

*Pressure Cleaning: Management asked to prepare scope and forward for bid clubhouse/sidewalk pressure cleaning.

*Fountain Lights: In order to have lights on for longer periods, new timers are required. Motion made by K. Tucker, seconded by B. Pittillo, to approve Carter Electric in the amount of $1,000 to install the timers; motion carried.

RESIDENT PARTICIPATION/BOARD MEMBER REMARKS:
*Occurred throughout the meeting.
*Legal correspondence forwarded to all owners regarding lawsuit against developer.
*Management to seek opinion of insurance, Sihle, regarding the clubhouse hosting an exercise room.

Next Meeting: June 27, 2019 at 7:00P Annual Membership Meeting: May 2, 2019 at 7:00P

Adjournment: Motion made by B. Pittillo, seconded by K. Tucker, to adjourn the Meeting of the Board of Directors at 9:00PM; motion carried.