

PALM LAKE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

MEETING MINUTES

SEPTEMBER 24, 2020

The Board of Directors Meeting was called to order via teleconferencing by President Ned Timmer at 7:02 p.m.

Board members present: Ned Timmer, Ben Ellis, Fred Lenz, Marty Crosley and Mike Ketchum

SECRETARY'S REPORT

The Secretary presented for approval minutes from the August 21, 2020 Board meeting and the September 8, 2020 Special Board meeting. Following the presentation of both sets of minutes, motions were offered and seconded to approve without objection both sets of minutes.

ARB REPORT

Ben Ellis brought forward for discussion an ARB application by 8716 Crestgate Circle to utilize Decra metal roofing in the Timmer's planned re-roofing. Since the proposed roofing differed from others presently utilized in Palm Lake, questions resulted with an explanation followed as to its composition and characteristics. With board satisfaction achieved as to the appropriateness and appearance of the roofing product, following further discussion it was agreed the proper course was to offer a provisional approval of the Decra metal roof product to be utilized in the re-roofing until a color has been chosen and presented by Timmer for further review to the board. Accordingly, a motion was offered and seconded to approve the use of Decra metal roofing with final approval of the re-roofing project contingent upon board approval of the color selected.

The vote on the motion to offer a provisional approval as stated was:

Yes: Fred Lenz, Ben Ellis, Mike Ketchum and Marty Crosley

Abstaining: Ned Timmer

OPERATIONS REPORT

Fred Lenz reported a decision had been made to change the sidewalk repair vendor due to an unacceptable price increase. The new vendor is anticipated to price the job at about \$8,500 as opposed to the \$11,000 bid from the previous vendor. Lenz expressed some uncertainty over the actual extent of the root removal that would be required. It is

anticipated the repair work will take one week and the neighborhood will be notified in advance.

According to Lenz, bids are being sought for the upcoming tree trimming throughout the neighborhood and an attractive bid of \$500 has been received for the tree removal necessary to avoid further damaging the driveway at 8618 Crestgate Circle.

TREASURER'S REPORT

Marty Crosley presented for board review and discussion the January- August 2020 financials. Discussion occurred on whether the \$22,500 received in the favorable settlement of the delinquent dues litigation at 8740 Crestgate Circle and the required \$3,500 security deposit received from the lease-purchase arrangement at 8722 Crestgate Circle should be shown in Profit and Loss as income. In view of that, a motion was offered and seconded and approved without objection to approve the January-July financials only. A determination would then later be made by Crosley on the proper placement in the financials of these monies.

Over all, Crosley saw the PLHOA finances to be in a good position heading into the year end and estimated approximately \$6,300 is left to spend this year with a good bit of it already allocated.

NEW BUSINESS

Ned Timmer detailed serious concerns over the unacceptable performance of the current PLHOA landscaping vendor. Recently, he and Fred Lenz have directly expressed to the vendor their concerns over specific shortcomings and have encouraged an improvement in his future performance. They further indicated to the vendor the contract was going to be put out to bid at the end of the year and our current vendor would be evaluated with others at that time.

Also brought to the board's attention by Timmer was the recent discovery of several trees on the adjacent property at 5535 Palm Lake Circle behind the east perimeter wall at 8643 and 8649 Crestgate Circle which have the potential to fall on and damage the wall. Timmer further reported there are numerous vines adhering to the wall not only there but in other areas along the north perimeter wall which threaten the wall. Discussion followed on how best to access the easement in those areas in order to address these problems. It was decided the best approach would be to first seek an audience with the property owner at 5535 Palm Lake Circle and request permission to access the easement abutting the east wall so that the vegetation issues could be addressed. It was further agreed addressing the tree issue could be delayed temporarily with the property owner but later at the appropriate time a registered letter would be sent urging removal of the

trees and also alerting the property owner to the potential liability they would face should the wall be damaged by the trees.

OLD BUSINESS

Ned Timmer asked Mike Ketchum to update the board on the preparation for the planned application submittal on Oct. 1 for an Orange County Neighborhood Grant. Ketchum reviewed with the board the application details as well as the status of a number of steps required by the county for the grant application submittal. He additionally sought and gained board approval of the verbiage found in the required grant questionnaire seeking specific information on the planned project which is to be partially funded by the grant. Following Ketchum's update, a motion was offered seconded and approved without objection by the board to approve submittal of the grant application and to certify the board's approval of the required funds and the availability of \$10,000 in grant matching funds.

Ned Timmer provided the board with a Duke Energy streetlight update. He indicated a community newsletter would shortly be coming out which would outline and seek PLHOA input on the streetlighting options and their costs for both the inside lighting as well as along Palm Lake Dr. A PLHOA vote on the presented options would then occur before December so that the 2021 budget could be finalized by the Board based on the community inputs.

The meeting was adjourned at 8:39 p.m.

Respectfully submitted,

Mike Ketchum, Secretary