
**Palm Lake HOA
Board Meeting Minutes
Sunday, May 20, 2018, 7:00PM**

Attendance

Board Members Present: Russ Carlson, Fred Lenz, Meredith Fitzgerald, and Katherine Adams.
Purvi Jayswal absent.

Homeowners: Beverly Carlson, Steve Maloney, Martin Crosley, Aaron Walker.

Call to Order – Russ called the meeting to order at 7:05pm at the Carlson home.

Secretary's Report – Purvi Jayswal

In the absence of the Board Secretary, no report was provided. Meeting minutes were taken by Meredith Fitzgerald, Board Treasurer.

ARB Report – Katherine Adams

Josephs were contacted regarding their yard needing attention and unidentifiable items being visible in the backyard. Carlsons were contacted regarding their garage door. Sortis have pending ARB request for some improvements. Maloneys are waiting on sod. The Cusack landscaping needs to be brought to standards and the closing agent will be advised of such.

Yard of the Quarter was awarded to the Services.

Operations Report – Fred Lenz

- Sod for the pond area is on order and awaiting availability.
- Mulch is scheduled for installation next week for planted common areas and along wall on Palm Lake Drive.
- Wall repair at the Maloney home has been completed. Final invoice has not yet been received. The neighbor abutting the wall has again indicated willingness to split the cost of the repair due to being able to salvage the tree.
- Island landscaping has been completed, and side entrances are nearly finished. The small island on the interior of the gate is set to be addressed in the coming week or two.

Treasurer's Report – Meredith Fitzgerald

The Write Up and Financial statements for April 2018 were submitted for review, noting that expenses for April were near budget with the exception of gate repairs (new battery installation). Initiation and Estoppel fees from the sale of the Bennet home were received and deposited.

There being no discussion on the financials documents, Meredith motioned they be approved. Russ seconded the motion and the April 2018 financials were approved.

Meredith reported the attorney's invoice for legal consultation pertaining to the wall and its ownership/maintenance was higher than estimated. Russ agreed to contact the attorney to request a credit. Meredith requested the board's approval to distribute the expense across the Legal Fees, Wall Repair, and Misc. budget accounts, as there is sufficient funding in each to cover it.

Meredith updated the board on the beautification budget, stating that upon completion of the sod, mulch, and side entrances, plus the annual flower budget, there was approximately \$4,000 remaining in the budget. This can be applied to the small interior island planting, as well as other beautification related projects or issues that arise before the end of the year.

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Old Business

- Streetlights – Fred reported that Duke Energy has indicated the dark streetlights outside the entrance will not be repaired for several months. Orange County has stated that Palm Lake Drive is not a qualified zone for installation of streetlights, and that the streetlights around Palm Lake Circle are funded by neighbor-supported MSBU. The county will provide information on the MSBU program for Palm Lake’s consideration.

- Common Property Wall Insurance – Meredith advised that an appraisal for replacement value of common property would be required in order to obtain a quote from the insurance company, at an estimated cost of \$450. She was unable to find previous documentation of insurance coverage for reference purposes. This would be an unbudgeted item, but if the adjoining neighbor actually splits the cost of the wall repair (which was budgeted for in full), those funds could potentially be used toward obtaining an appraisal. After some discussion, the issue was deferred until the next meeting pending settlement of the wall repair invoice and further research of prior property insurance coverage.

- Short-term Rentals – This item has been deferred to the next meeting.

New Business

- Quiet Periods – This item has been deferred to the next meeting.

There being no further business, the meeting was adjourned at 7:55PM.

The next meeting of the PLHOA Board of Directors is set for 10:00AM on Saturday, July 21, 2018, at the home of Russ Carlson.

Respectfully submitted,

Meredith Fitzgerald
PLHOA Treasurer