

PALM LAKE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

MEETING MINUTES

AUGUST 22, 2023

Board members present: Russ Carlson, Fred Lenz, Tory Wozny, Dr. David Boyer and Mike Ketchum

Homeowners present: Steve Hunter, Katherine Adams, Bev Carlson, Sal Haider, Dallis Stone and Rose Ann Ketchum

President Russ Carlson called the meeting to order at 7:05 pm.

SECRETARY'S REPORT

Mike Ketchum was recognized to present for approval the minutes from the June 11<sup>th</sup> Board meeting. A motion was offered and seconded to approve the minutes without objection.

ORANGE COUNTY GRANT PROJECT

Ketchum was further recognized to discuss the process for successfully applying for an Orange County Neighborhood Improvement Grant. He indicated the PLHOA could receive up to \$15,000 in matching dollars for approved community projects and was hopeful the grant application could be finalized by and submitted on Oct. 12<sup>th</sup> which is the first day for submitting the 2024 grant applications.

To begin the process, Ketchum explained the following steps would first need to be taken by the board:

- The board must reach a consensus on the specific projects to be submitted
- Under the grant protocols, each board member must agree to play a role in the project management by serving on the Grant Team Roster that is to be submitted along with the grant application
- Three bids must be obtained for each of the submitted projects
- Once pricing is obtained, a determination must be made by the Treasurer if that amount of money can be set aside in the 2024 budget. If so, a certification letter stating the funds are available is required from the Treasurer to accompany the grant application
- The board must then confirm in its board meeting minutes the availability of the funds and that the submitted projects are board-approved and supported.

Ketchum indicated he would serve as the Project Coordinator and be responsible for the grant writing, bi-monthly reports, and required interfaces with County grant officials. To serve on the Grant Team Roster, he requested the assistance of Russ Carlson and Fred Lenz in overseeing the bid process for the proposed projects with Dr. Boyer to perform the required financial certification and Tory Wozny to take before and after photos of the project.

A number of proposed projects were presented by Ketchum for board consideration. Additional projects were suggested by Bev Carlson, who suggested a replacement palm tree for the island, and Sal Haider,

who suggested a refurbishment of the island and guardhouse repairs. Fred Lenz felt all the suggested projects should be included and priced out in order to see which ones could actually be accomplished.

#### TREASURER'S REPORT

Dr. David Boyer circulated for board review the financials for August 1-22 and presented the options for renewal of two CDs in the General Reserve Account coming due. It was decided to renew with staggered maturities the two CDs totaling \$21,000 each. Boyer reported \$51,000 currently in the general fund and \$39,000 in the checking account.

#### OPERATIONS REPORT

Fred Lenz presented for board approval a proposal for the new security upgrades which included new cameras and related surveillance equipment totaling \$5,266.28. Following a discussion on the various components, a decision was made to defer action at this time until additional information could be obtained from the vendor.

Russ Carlson inquired as to the status of the community trees that need maintenance. Katherine Adams expressed her concerns over the potential hazards from the number of hanging limbs that exist. Russ Carlson indicated he would follow up.

Fred Lenz updated the board on the status for completion of the Dugan tree removal project indicating work would begin after Sept. 10<sup>th</sup> and be completed by Sept. 30<sup>th</sup>.

#### ARB REPORT

Fred Lenz provided updates on the ongoing re-landscaping projects at the Gamble and Sordi residences. With respect to Gamble, Lenz stated work still remains to be done citing the need for flower bed mulching and removal of a dead palm tree. He added assurances had been received from Sordi that the empty flower bed planters would be dismantled and the area re-sodded in mid-September. At that time, an assessment will be made of the need for any further re-sodding in the front yard.

Russ Carlson noted the recent ARB approval of the Stone's request to install a backyard fence and then recognized Steve Hunter to present his ARB request for an exception to the Palm Lake Rules and Regulations allowing alternative roofing.

Hunter recounted his recent experience with Florida's current home insurance environment which, in his case and that of many other homeowners, is requiring for renewal the installation of expensive new roofing. He cited the costs for a new tile roof at his home and advocated for an exception in Palm Lake's Rules and Regulations allowing alternative roofing such as architectural shingles or metal roofing materials. Hunter provided information on the comparative pricing of various roofing options other than tile.

A sustained discussion followed with various viewpoints offered on the request. Russ Carlson ruled out granting any exception for asphalt shingles. Tory Wozny stated the Architectural Review Committee,

which he oversaw in its development of the draft ARB guidelines, had met and approved the use of metal roofing materials since no one had objected to them. He added the board had given a provisional approval in 2020 to an exception for a metal roofing material although the homeowner eventually opted not to exercise the exception. It was pointed out the draft ARB guidelines Wozny referenced had not yet been officially approved although the current Palm Lake Planning Criteria would allow an exception for alternative roofing materials if approved by the ARB.

To conclude the discussion, there appeared a reluctance to issue an exception for any alternative roofing material during the course of the board meeting largely due to the unfamiliarity with metal roofing materials coupled with the desire to gain further community input on any exception. As a course of action, it was decided the board would seek opportunities to view and evaluate local homes with metal roofing materials and then vote on whether to grant an exception or amend our Rules and Regulations.

Russ Carlson announced the planned ARB roll-out discussion will be postponed until the next board meeting.

The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Mike Ketchum, Secretary