

PALM LAKE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

MEETING MINUTES

JANUARY 30, 2023

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

Homeowners present: Ned Timmer, Katherine Adams, Steve Hunter, Chanel and Ben Bozarth, Marty Crosley, Meredith Fitzgerald and Rose Ann Ketchum

President Carlson called the meeting to order at 7:33 pm.

SECRETARY'S REPORT

Mike Ketchum presented for approval the minutes from the 2023 PLHOA Annual Meeting held on Jan. 21st. A motion to approve was offered and seconded and the minutes were approved without objection.

The Secretary presented to the two non-incumbent new board members for their signature the document required by Ch. 720.3033, Florida Statutes, verifying they have read the PLHOA governing documents and its rules and regulations and attest they will uphold the documents and policies while faithfully discharging their fiduciary responsibilities to the PLHOA. He explained an alternative to signing the document would be to attend a Board Certification Class. Russ Carlson signed his document and Tory Wozny will sign his when presented it at a later date.

ARB REPORT

The ARB Report was deferred.

OPERATIONS REPORT

Fred Lenz indicated he had addressed the entrance gate noise issue and the gate had since quieted down. He is currently pursuing bids on further gate repair with J and W Gate Services.

TREASURER'S REPORT

Dr. David Boyer noted 11 homeowners had not paid their 2023 dues. One check was rejected for insufficient funds and he will follow up with the homeowner. Boyer inquired as to the best procedure for collecting the \$195 dues increase. Ned Timmer and Russ Carlson recommended using electronic billing and follow-up emails along with special handling for those who have chosen not to opt in to emails. Dr. Boyer will further evaluate the suggested methods for billing. Boyer also sought guidance on the best way of transferring money into road reserves with Ned Timmer suggesting ways of utilizing the PLHOA CDs or money market accounts.

Russ Carlson inquired of Fred Lenz if there was a project list for 2023. Lenz replied there was not, but it would largely depend on whether an Orange County Neighborhood grant is received in 2023. Lenz

mentioned as potential 2023 projects stucco repair, landscaping improvements and new signage. Another priority project mentioned were the street repairs needed at the Dugan residence which were caused by the expanding tree roots. Views were expressed as to whether an arborist or road contractor was most qualified to assess the problem and recommend an appropriate solution.

The question arose as to which board member would manage the Orange County grant application process. Steve Hunter advanced Mike Ketchum to again manage the grant application process. In response, Mike Ketchum stated he first needed to have a “frank and candid” conversation with the board on assuming that responsibility. Ketchum related that the PLHOA had been successful in receiving in recent years 2 county grants totaling \$10,000 each and in so doing had established an excellent relationship with certain county officials. In early 2022, the board unanimously agreed to pursue another county grant and to obtain it requested homeowners approve a \$100 Special Assessment to be levied in 2023 only if the grant was achieved in order to underwrite the county match as required. Ketchum noted he had already held preliminary discussions with county officials in order to pave the way to earn the grant with the application due to be submitted on October 1. The Special Assessment, although receiving a majority vote, was defeated by failing to receive the required 2/3 approval for passage which resulted in missing the opportunity to receive the \$10,000 grant in 2023. In view of that, Ketchum indicated he could not engage in any further efforts at the county level to obtain the grant until an assurance was first received that a sufficient number of the 10 proxies opposing the grant gathered up by Fred Lenz could be persuaded to support the necessary Special Assessment to assure its passage. Ned Timmer added that under county grant protocols the board must also have \$10,000 specifically earmarked in the budget to match the grant.

To conclude the project discussion, Katherine Adams urged use of Survey Monkey to assess homeowner’s views on priority projects for Palm Lake.

Russ Carlson reviewed Palm Lake’s dues increase history as contrasted to its increase in home values. Following the review discussion, the consensus among attendees was that the current dues are not out of line with comparable upscale communities. A possible increase in Palm Lake’s \$1,400 property transfer fee was also discussed but was felt inadvisable at this time and was deferred.

Russ Carlson next solicited attendee’s views on if there were any maintenance deficiencies. Fred Lenz felt upkeep was the key while Timmer mentioned the guardhouse roof tiles. Palm Lake’s common area trees and roadway were felt by several to be needing further attention over time due to the damages caused by their root systems. The use of Bio Barriers was felt to be helpful in preventing potential issues with our smaller common area trees.

Russ Carlson surfaced several administrative issues for discussion which included the posting of invoices on the website for greater transparency, a more timely posting of draft board minutes before their approval and determining the proper time limit for retention of board minutes on the portal before their storage on google drive.

To conclude the meeting, Russ Carlson inquired on the attendee’s satisfaction level for neighborhood community property. The consensus was it had substantially improved due to the recent efforts of

the board and ongoing work of the Beautification Committee. Rose Ann Ketchum, on behalf of the Beautification Committee, noted pressure washing of the wall was still needed. She also will be requesting board approval for the replacement of a laurel oak along Palm Lake Dr., a dead boxwood on the island and a small amount of mulch for several bare areas in flower beds.

Following discussion, it was determined the next board meeting would be held on Feb. 27 at 7:30 pm.

The meeting was adjourned at 8:48 pm.

Respectfully submitted

Mike Ketchum, Secretary