

**North Fork POA**  
**Property Owners Association, Inc.**

**Board of Directors Meeting**

Thursday, September 17, 2020

Videoconference via Zoom

Jupiter, FL

**MINUTES**

**CALL TO ORDER:**

Steve Makris called the meeting to order at 6:34 PM.

**ROLL CALL:**

A quorum was established with the following Board members being present via Zoom:

Steve Makris, President; Milton Jacobs, Vice-President; Dan Perez, Director; Marilyn Mull, Secretary; Al Moreno, Director, Robert Burr, and Director. Bob Koch.

Also in attendance was Steve Desvernine, LCAM Representing Capital Realty Advisors, Inc.

There were 13 homeowners present at tonight's Board of Director's Zoom meeting.

**MINUTES:**

The Board reviewed the August 20, 2020, meeting minutes. Marilyn Mull made a motion to approve the minutes as presented. Bob Koch seconded the motion. All were in favor. The minutes were approved.

**PRESIDENT'S REPORT (Steve Makris):**

Steve informed everyone the Town of Jupiter has decided to close all meeting rooms for the remainder of the year, so the rest of the meetings for 2020 will be held via Zoom, including the December Annual meeting. Steve then commented on the planned timing for the 2021 Budget cycle. Steve then moved on to the December Annual Board meeting, where the first notice will be going out to membership in late October. The purpose of the first notice is to "save the date" and solicit candidates for next year's Board. The second notice, which will include the approved 2021 Budget, will go out at the end of November. Steve mentioned that the October and November Board meetings will be dedicated primarily to finalizing next year's budget and covering any urgent business that presents itself.

**TREASURER'S REPORT (Dan Perez):**

Dan Perez had notified the Board several days prior to the meeting that he was resigning as Treasurer for personal reasons, so there was no Treasurer's report for September. Steve then asked for volunteers to assume the Treasurer's role for the balance of the year. Marilyn Mull volunteered to be North Fork's Treasurer. Steve made a motion to approve Marilyn Mull as Treasurer. All were in favor. The motion passed unanimously.

## **Managers report:**

The violations list was provided to the Board. Superior Waterway installed a new motor for the Westside Lake. RBK is scheduled to pressure wash the entire community the last week of September. The manager is in close contact with Guardian pools and E&M Pool Plastering to ensure they work closely together, so the water fountain works when completed.

## **COMMITTEE REPORTS:**

### **A.) A.R.B. Committee Update (Steve Makris on behalf of Ed Petuch):**

**170 N River Drive E**--removal of an oak tree that was planted in the wrong spot and was growing into the storm drain along the street (personally inspected and approved)

**109 N. River Drive E**--notification of approval from Town of Jupiter for the commencement of new porch screening

**143 Victorian Lane**--Keim--addition of black aluminum fence alongside of house (approved)

**124 N River Drive W**---house augmentation, including changes in facade, Bermuda shutters, etc. (approved)

**135 N River Drive E**--notification of completion of the spa (approved in August)

**131 N River Drive E**--installation of accordion storm shutters (approved)

**129 N. River Drive E**--notification of changes to front landscaping---approval pending receipt of landscape architecture plans

136 North River Drive West – Emergency Oaktree removal. The Board reviewed the circumstances leading to the trees removal and agreed that the homeowner had a right to remove the POA's Oaktree. Bob made a motion to stump grind, mulch, and cover the mulch area with sod. Marilyn 2<sup>nd</sup> the motion. All were in favor. The motion was approved.

### **B:) Welcoming Committee (Nora Palladino):**

Nora mentioned some new residents just moved into 142 Corinthian Cir. She then noted that there is a home under contract with a contingency of the buyer's approval. There was a new listing at 113 N. River Dr. E.

### **C:) Landscape Committee (Nora Palladino):**

Nora Palladino mentioned Brightview is very responsive to North Fork's needs, and our landscape is looking better. She followed up by saying the work that was approved for the Westside tennis court cul-de-sac was completed.

Nora offered a proposal from Brightview to add color enhancement along North Fork Dr. Marilyn Mull made a motion to approve the proposal. Milton Jacobs seconded the motion; all were in favor. The motion was approved.

Nora then presented the proposal from Palm Coast to trim 138 palm trees throughout the property. Marilyn made a motion to approve the proposal, Milton second the motion; all were in favor. The motion was approved.

Nora presented three proposals for North Fork's street Oak tree trimming. After a thorough review of all three proposals. Milton Jacob made a motion to approve a “not to exceed” amount of \$22,000 for this year's Oak tree trimming work. Steve D. will go back to Palm Coast (\$22K) to see if they would be willing to match the lowest quote obtained, which was submitted by Stephen's Tree Servive (\$20K). Management was asked to verify they will pick up and clean all debris after they cut the trees. The updated quote is to

include "D.O.T. trimming" in their new proposal. Bob Koch seconded the motion, all were in favor. The motion was approved.

Nora then presented Brightview's new contract will start October 1, 2020. The yearly contract with a 3% increase is \$50,947.92, or a monthly cost of \$4,245.66.

**D:) Infrastructure committee (Steve Makris)**

Steve advised that there was nothing new to report since last month as the Committee has disbanded since 2 of the 3 members have resigned due to time constraints. He mentioned that the Board is seeking volunteers to work on the Infrastructure Committee and asked everyone to spread the word in the community.

**UNFINISHED BUSINESS:**

**A:) Town of Jupiter Landscaping / Exotics Vegetation Violation:**

Steve Makris provided a brief update on the progress to remove the exotic vegetation on the Westside of the lake by the East entrance. He also mentioned Nora Palladino has been in constant contact with ToJ and Palm Beach County officials to try to clarify who owns the lot next door to us and who is responsible for maintaining it.

In Nora's briefing, she stated that Palm Beach County had abandoned this right-of-way land sometime in 1992, but that PBC was unable to find any information related to who assumed ownership and, therefore, who is responsible for this land. Nora advised that the Town of Jupiter was willing to help with a one-time removal of the exotic vegetation on this abandoned right-of-way land but that they maintain that North Fork POA is responsible of the ongoing maintenance after that. After much discussion, Steve Makris suggested that we may want to get an opinion from POA counsel on this ROW ownership situation. It was agreed that we would wait until TOJ completed the exotics remediation on the ROW and then we would decide how to proceed to address the exotics on the POA's property (Tract E). Bob Koch made a motion to approve Steve M. reaching out to the POA counsel for legal advice. Dan Perez 2<sup>nd</sup> the motion, all were in favor.

In conclusion, Steve Makris suggested that we wait and see what the Town of Jupiter does with the exotics on the ROW. Nora will collect a proposal from the fourth exotic removal contractor, and we will regroup next month and decide on the best course of action for North Fork. Steve M. suggested that we put the survey on hold until further notice.

**B.) A:) SE Island Way border wall (Dan Perez):**

Dan Perez said there is no update at the time of this meeting.

**New Business:**

**A:) Approval of 2019 CPA Review /Report:**

Marilyn made a motion to accept the 2019 Tax Return and the review subject to the correction of the CRA renewal date. Al Moreno 2<sup>nd</sup> the motion, all were in favor. The motion was approved. The manager agreed to send out an eBlast to the homeowners to let them know the 2019 review is available on North Fork's website.

**B:) Landscaping Questions/Suggestions raised by a Homeowner:**

Marilyn met with a homeowner and walked the Westside cul-de-sac. Below are the concerns for BrightView to be addressed in the new 2021 contract.

- (1) Pine needles to be blown each week on both tennis courts and basketball court

- (2) What happens on a holiday/rainy day regarding the 40 mows (skip it and give us credit or squeeze us in within a few days)
- (3) What months are we cut weekly and what months are we cut every other week
- (4) Tract D mowing/weeding/etc. - How often
- (5) Storm drains - do you blow all storm drains and how often?

It was agreed that Nora would go back to BrightView to clarify these points and ideally they would add them into the contract.

**Adjournment:**

With no further business, Marilyn made a motion to adjourn the meeting; Al seconded the motion. The meeting was adjourned at 9:10 PM.

APPROVED