

Secretary's Board Meeting Highlights
September 15 2022

CALL TO ORDER

Steve Makris, Association President, called the meeting to order at 6:33 PM and provided a brief review of the agenda topics to be covered. Board Members present: Steve Makris, Dan Perez, David Greaves, Bob Koch, Milton Jacobs and Sylvia Catanzarite. Treasurer Dawn Jacobs was absent. Property Manager, Robert Ireton Hewitt was also in attendance.

MINUTES:

A motion to approve the August board meeting minutes as reported was made by Bob Koch, seconded by David Greaves. The motion was unanimously approved.

Presidents Report: The President provided a brief review of the upcoming fall and winter Board meeting schedule of events and advised there would be no financial report this month.

MANAGERS REPORT: The property manager reviewed the status of three palm tree violations, two lightning surge protection bids, and palm tree pruning bids received from Loyal Tree Service for \$5950, and Palm Coast Professional Tree Service for \$3386. He also approved the completion of the recent Street Tree pruning. Four ARB requests are in process and scheduling of installation of the Holiday Lights is completed.

Dan Perez made a motion to award the Palm Tree pruning project to Palm Coast Professional Tree Service contingent on being the lowest cost bid and that the job will be completed by October 15th.

COMMITTEE REPORTS

Infrastructure: David Greaves provided an update on bids received by the Street lights Project Committee. A Town Hall meeting will be held in late October to present the Street Light options to the membership. Robert Ireton Hewitt and David Greaves will make the arrangements. David also provided an update on the lightning protection project, Street Tree root damage on Victorian Lane and a new Operations Manual to be used by the association to plan and schedule repetitive maintenance actions.

Documents Committee: Dan Perez reported that the Documents Revision Committee had completed its work, provided a complete package to the Board for review and was ready to mail the package to the membership;

David Greaves made a motion to approve the Documents Committee package and mail it to the membership for their vote. The motion was seconded by Sylvia Catanzarite and unanimously approved.

Welcoming Committee: One West Side home is listed for sale at a price of \$1.8 million.

TOJ Matching Grant: Dan Perez reported that the proof of performance documentation required by the Town prior to payment of the grant funds had been approved for payment.

Old Business:

Tract E: The President reviewed the status of the Tract E committee work, advising the audience that two bids had been received and are posted on the Association web site. In response to a suggestion, the President agreed to involve some Lakeside Association members in the final plan for the area.

Bob Koch made a motion to adjourn the meeting at 8:46 PM, seconded by Sylvia Catanzarite and unanimously approved.

Respectfully submitted,
Dan Perez Recording Secretary