

**Towns at Lakeside  
Board Meeting  
Thursday, April 18, 2024  
5:30 pm  
Lakeside Plantation Clubhouse**

**Meeting Called to Order:**

James Ro called the meeting to order at 5:30 pm. There was a quorum of members. James from Sunvast presented.

Board members present: Devon Poulos, Jamie Granillo, Lisa Wells, Faith Saul, and Duane Asdourian were present.

**Confirmation of Posting:**

James confirmed that the meeting notice was posted in accordance with the Florida Statutes and the Bylaws of the Association.

**Reading of Previous Meeting Minutes:** Duane made a change to the draft minutes from February 22, 2024. The change was the date of our next meeting, March 28<sup>th</sup>. Jamie made a motion to waive the reading and approve the February 22, 2024, minutes with this change and Lisa seconded the motion. The motion passed unanimously. Jamie made another motion to approve the March 28, 2024, minutes and Duane seconded the motion. The motion passed unanimously.

**Old Business:**

Meeting protocol: Residents will have a three-minute timeframe to ask questions at the beginning of the meetings. The questions will be answered at the end of the public comments. Lisa will write/keep track of the questions asked. Someone will have to be the timekeeper.

Violation list: James reported that letters have gone out and most violations have been corrected. Duane mentioned sending Board members a BCC, however, Devon mentioned we should let James keep the list and keep track of the violations with no copy to Board members. James mentioned the different types of violations by using a tier system. James was asked to send a copy of the violation list to Board members. Moving forward, it was asked that James send the updated violation list to Board members the Tuesday prior to a meeting.

FPL update: The repairs still have not been completed. Both Pat and James have called FPL. Duane mentioned emailing [james.buchanan@myfloridahouse.gov](mailto:james.buchanan@myfloridahouse.gov) if we don't get any input from FPL. Devon directed James to email James Buchanan's office via email. The Facilities Committee discussed making the repairs, however, it was decided that we would wait until the fall to first see what James finds out from FPL.

Kiosks: Scott returned his keys. Jamie will keep the extra copies of the keys. Devon will contact Pat to find out about the return of her key. The Facilities Committee made repairs. James is going to look into the cost of replacing one of the kiosks. Also, it was discussed that we put LED solar lights on the kiosks.

Committees: It was discussed that we needed two more residents to serve on the Fining Committee.

Rental applications: It was discussed that the fee for renters be increased. Currently there is a \$50 charge, however, it was discussed that this would increase to \$100 per person on the lease agreement

### **New Business:**

Website clean-up: Jamie and Duane met and updated the website to make it more user-friendly and to remove outdated items.

Email list: The current list of residents and their contact information to include email addresses needs updating. Duane offered to work on the list. It was decided that James would send a letter to the residents on the contact list that do not have an email address listed and make changes to the list. There are approximately twenty-five residents that fall into this category. Devon made a motion to direct James to update the email list and the motion was seconded by Lisa and passed unanimously.

A monthly or quarterly newsletter was discussed. Ideas included emailing residents the newsletter and posting it onto the website. Lisa will look into options for a newsletter. Lisa asked that a pop-up be put on the website to let residents know to contact James with updates to their contact information.

Zoom meetings: A motion was made by Faith for James to create a zoom link. The motion was seconded by Lisa and passed unanimously. Per James, this link would be a recurring link. The link would be put onto the agenda and the website.

Rental applications: It was approved that the fee for renters be increased. Currently there is a \$50/person charge for background check to Sunvast, however, it was approved that this would increase to \$100 payable to Towns at Lakeside HOA on the lease agreement.

Palm tree trimming and replacement: Some of the dead trees have been removed in the common areas. Replacement for these trees is approximately \$600. Duane suggested the Landscape Committee survey the area to see what needs to be replaced. The committee will survey the front areas of units and common areas. It was also mentioned that the oak trees are filling the gutters in the rear of some units. Lisa made a motion to stop the six-month rule on the HOA taking over a tree planted after Hurricane Ian. Motion seconded by Duane and passed unanimously.

Budget: Lisa gave an update on the budget. James discussed the special assessment that was due February 29, 2024. This amount was not showing on the current budget. James will send financials to show who is not paying their special assessment. Past due monthly HOA fees over \$500 have been turned over to the attorney. James will send out a spreadsheet of who owes past dues amounts next week.

Gutters: Duane mentioned it is the HOA responsibility to clean gutters. This will be discussed at the next meeting.

Meeting adjourned at 7:57 pm

Next meeting is May 16, 2024, at 5:30 pm at the Lakeside Plantation Clubhouse.