

PALM LAKE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

MEETING MINUTES

NOVEMBER 28, 2023

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

Board members absent: Tory Wozny

Homeowners present: Sal Haider, Steve Hunter, Marty Crosley and Rose Ann Ketchum

In the temporary absence of President Carlson, Fred Lenz called the meeting to order at 7:10 pm.

SECRETARY'S REPORT

Mike Ketchum was recognized by Lenz and presented for approval the minutes from the Oct. 19, 2023 Board Meeting. A motion was offered and seconded to approve the minutes without objection.

ORANGE COUNTY NEIGHBORHOOD GRANT

With President Carlson present, Mike Ketchum was recognized to present for approval the board's Orange County Neighborhood Grant application. Ketchum thanked Fred Lenz for assembling the project bids and reviewed for the board the bids Lenz obtained. Ketchum offered his vendor recommendations and the cost options for the following grant projects which the board had sought bids for:

- Stucco repair, painting and paver sealing
- Additional low voltage lighting along Palm Lake Dr.
- Installation of a Live Oak on Palm Lake Dr.

Ketchum indicated there were two options for board consideration. One grant option would total \$35,437.94 with the PLHOA responsible for \$20,427.94 in order to qualify for the \$15,000 county match while the second option would total \$32,649.36 with the PLHOA responsible for \$17,649.36 to qualify for the \$15,000 county match. He explained the difference between the two options was that the second option included no Laurel Oak tree lighting along Palm Lake Dr. The second option was recommended.

Discussion followed on the bids received. The low bid recommendations for the stucco repair project and the tree replacement were approved by the board for their inclusion in the grant application. The merits of the proposed low voltage lighting project were discussed with Russ Carlson indicating he had observed no support for it and could not justify the \$7,449.36 cost. While it was mentioned additional low voltage lighting was in the three-year Landscaping Plan approved by the 2022 board to enhance the neighborhood's appearance, the lighting project was eliminated from the grant application. Accordingly, Ketchum indicated the grant application would now have to be rewritten to reflect this change and the forgoing of the county match for the lights. He stated that with the lighting removal, the grant application will now show a total project cost of \$20,800 with the PLHOA responsible for \$10,400 in order to qualify for the \$10,400 county match.

To conclude the grant discussion, Mike Ketchum offered a motion which was seconded and approved without objection to indicate board approval of the project grant application as amended and the availability of \$10,400 in the 2024 budget required for the county match.

The next steps will be for Dr. Boyer to prepare the required notarized letter to the county certifying \$10,400 are available in our budget to apply to the county match. Following that, the grant application will be delivered to the county for its review.

ARB ROLLOUT OF NEW RULES AND REGULATIONS

In the absence of Vice President Wozny, Carlson announced the rollout of the proposed new Rules and Regulations would be deferred.

Concerns were voiced by Sal Haider and Steve Hunter regarding the continuing landscaping deficiencies at 8740 Crestgate Circle. Mike Ketchum noted the board had approved without objection a motion on April 3, 2023 to involve legal counsel in resolving the long-standing issues which include, but are not limited to a dead palm tree. However, the board motion was abandoned with no subsequent steps taken to engage the attorney. As a result, during the last eight months Ketchum felt there had been a piecemeal approach by the homeowner to comply as he predicted would happen absent any legal action. Discussion on the matter followed with attendees noting there were several other homes whose landscaping was out of compliance and in order to be fair they must be dealt with also. A list will be drawn up identifying the homes seen as out of compliance.

2024 BUDGET DISCUSSION

Discussion ensued on the preparation of the 2024 PLHOA budget. To clear up any confusion, Mike Ketchum refreshed the board on the timeline found in the governing documents for the development and distribution of the budget. It was determined the 2023 PLHOA budget would essentially become the basis for the 2024 budget. Concerns were expressed that the recent inflation called for finding instituting a way to reflect the impact of inflation on the PLHOA budget. In the discussion it was pointed out our governing documents already permit the board to raise the dues by up to 25% without homeowner approval. Although some felt a zero-based budgeting approach might be a preferable approach to address the inflation concerns that were expressed it was instead suggested the annual Consumer Price Index (CPI) be utilized each year to set the budget and dues. Accordingly, a motion was offered and seconded to increase the 2024 PLHOA budget and dues by 4.1% utilizing the CPI.

YES – Carlson, Boyer and Lenz

NO – Ketchum

NOT VOTING – Wozny

Russ Carlson indicated the budget increase will be communicated to the PLHOA by the end of the week.

IRRIGATION AND LANDSCAPING ISSUES

Discussion next occurred over the serious landscaping and irrigation problems issues on the east side along Palm Lake Dr. impacting the shrubs and sod. The problems are attributable to the pole work carelessness by the Duke subcontractors and issues with Palm Lake's irrigation system. Mike Ketchum and Rose Ann Ketchum expressed disappointment that the concerns they have conveyed over several months urging sprinkler repairs before even more damage occurs to the sod and shrubs were not timely responded to. Russ Carlson questioned as to what should be done. Ms. Ketchum urged the immediate hiring of an irrigation professional to assess and remedy the situation with the billing going to Duke. Fred Lenz disagreed and indicated his preference that Duke must first be contacted. Ms. Ketchum indicated she has been hand watering for days the damaged landscaping with buckets which was unacceptable and she could not continue to do the frequent watering. She maintained that to wait much longer for repairs would result in the landscaping dying. Lenz responded he plans to contact Duke soon.

ANNUAL MEETING DATE

No decision was made on a date for the 2024 PLHOA Annual Meeting. Mike Ketchum reminded the board of the 60-day requirement for the distribution of any proposed covenant amendments to homeowners. Potential annual meeting venues were also discussed but no venue decision was made.

The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Mike Ketchum, Secretary