

**THE TOWNS AT LAKESIDE ASSOCIATION, INC.**

**HOA Board Meeting Minutes**  
**Thursday, December 12, 2019, 6:00 pm**  
**Clubhouse, Lakeside Plantation**

**Call to Order:**

Dianne Wills called meeting to order at 6:00 pm. Board members present: Alan Irvine, Dianne Wills and Dennis Holcombe. Scott Blattel was absent James Ro from Sunvast presented.

**Confirmation of Posting:**

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

**Reading of Previous Meeting Minutes:** Diane made a motion to waive the reading and approve of the previous minutes. Dennis seconded the motion. The motion passed unanimously.

Dennis made a motion to adopt the agenda. Alan seconded. Motion passed

Reports

- ARC: Scott Blattel was absent. James reported violation notice
- Financial Status & Tenant Lease – Alan Irvine: Alan read November financial report. Two new tenants approved.
- Landscaping Control: Oak tree has been trimmed
- Parking Control: Dennis Holcome. Parking lot has been paved.
- Sunvast management: Sent about 30 violation letters
- General Operation: Oak trees trimmed. Focus on parking control. Owner/tenants have to use their garage for parking. Trash can situation has been approved.

**Unfinished Business:**

- Draft comprehensive vehicle policy document forwarded to lawyer for review
- Legal opinion received re “Commercial vehicle” Declaration - requires clean slate letter to proceed with implementation: Dennis made a motion to give an authority to the President to work with the attorney to draft a clean slate letter. Alan seconded. Motion carried.
- Review Action Item List – Dianne Wills

1. Pinnacle follow up - more plants/bushes, exposed irrigation pipes
2. Approved 2020 Budget & rate increase notice mailed
3. Follow-up violations - sidewalks/driveways requiring cleaning including (oil stains) - James
4. Issue guest parking/ garage use violations
5. Damaged utility covers in community - Verizon has detailed list
6. Issue special Vehicle/Parking Newsletter: Greg Wills volunteered.

New Business

Schedule Reserve study update (verify number of units) and undertake investigation into the financial impact for roof shingle replacement scheduled to commence 2022 and how to manage the cost of additional repairs.

Roof replacement: The board will meet with roof vendors and maybe scheduled to replace in 2021. Alan and Scott volunteered

Establish Fine Committee for Violation Process Protocol - require volunteers

Arrange new landscaping for parking lot entrance border: Meeting with the landscaper

Establish Police patrol for Jan. - Mar. James will arrange the patrol

Adjournment: Dennis made a motion to adjourn the meeting. Alan seconded. Motion carried.

Close the meeting at 7:20pm.