

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, July 9th, 2024 @ 7:00 PM

## MINUTES

\*There was no monthly Board Meeting in June 2024

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Michelle Price, Rose Schneider

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) Financial Reports were reviewed and discussed.
  - a. Brian had a few questions about some of the financial figures.
    - i. Dann gave an explanation on the financial figures.
  - b. Brian and John both asked Dann for a monthly report that would show our actual monthly expenses, and actual year-to-date expenses, compared to our monthly / annual budget.
    - i. Dann said he would work on creating this for us to have going forward for reference.
- 3) John mentioned that we will be having some of the storm drains cleaned in the coming weeks.
- 4) Tracy Tittle had submitted a request for some landscape improvements in between 2632 and 2631.
  - a. Board voted to approve this.
- 5) John brought up his displeasure with the work that Personal Touch is doing and asked if we still planned on keeping them as our landscape maintenance company.
  - a. The Board had a brief discussion regarding them and the possibility of looking for a replacement company.
- 6) Michelle Price made a comment regarding Personal Touch and complimented them on a recent trim job they did for her.
- 7) Brian brought forth a special treatment proposal for the community from TruGreen for only \$220.
  - a. The Board will review further and decide to accept or not.
- 8) Brian brought up the new HOA Laws that went into effect on July 1.
  - a. This is something the Board needs to review further and discuss in more detail at our next meeting.
- 9) Brian brought up the "friendly reminder" document regarding "Dos" and "Don'ts" for all homeowners in the community.
  - a. The Board will discuss this next meeting as well as a result in the changes to the HOA Laws.
- 10) Rose Schneider brought up that they will be having a retirement party on July 20<sup>th</sup> at 3pm.
  - a. She just wanted to let the Board know and ask about parking.
- 11) Meeting was adjourned at 7:35 PM.

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, May 14th, 2024 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Loraine Cates, Andrew Milanese, Ron Fague, Tom Bonavia, Matthew Cappuccilli

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) Dann gave an update regarding the financial reports in response to questions raised by John and Loraine Cates regarding the accuracy and lack of reports submitted since they stopped doing the accounting.
  - a. Dann gave a timeline and detailed information regarding what he has done and an explanation on the monetary differences mentioned by Mrs. Cates.
  - b. Dann said he never really received the complete and necessary financial information in the transition mainly due to the fact that the previous reports were done in Peachtree, which isn't compatible with Quick Books.
- 3) John Cates gave his comments in response to Dann.
  - a. John disagrees, and says they gave all the necessary documents to Dann and that he should have been able to provide the necessary reports by now.
  - b. John said as the Treasurer, he is still wanting the 2023 year-end financial documents as well as the first four months of 2024, since he has not received them.
- 4) Jim gave his comments and agreed that all the necessary information was not given to Dann and that Dann has done what is needed and feels everything is accurate.
- 5) John asked the Board members if they were happy with the monthly reports provided by Dann.
  - a. John is not. Alan hasn't seen any, so he wasn't able to comment. Brian hasn't seen any, so he wasn't able to comment. Jim said that he is fine with the situation.
- 6) Mrs. Cates gave her comments in response to the discussion.
  - a. She is still questioning the accuracy of some of the financial figures.
  - b. She would like to see the 2023 year-end financial reports as well as the first four months of 2024, and is unhappy that they have not been provided for review.
- 7) Tom Bonavia gave some comments on the matter and said he would like to see the Board use an outside, third party, accounting firm to handle the financial reporting.
  - a. He also suggested to have the financial reports sent out monthly by e-mail to all owners, as well as the monthly meeting minutes.
- 8) The Board agreed to discuss at the next meeting the option of having an outside company handle the financial reporting.

- 9) Jim made a motion to have all of the financial information that Mr. and Mrs. Cates have in Peachtree that can be turned over, be turned over by the next meeting.
  - a. The Board voted to approve this.
- 10) Mrs. Cates brought forward the suggestion from a homeowner(s) that future meetings be available via Zoom.
  - a. The meeting space is not currently equipped to handle this, and no current Board members are in favor of doing so.
- 11) Mrs. Cates again asked Dann about providing the updated monthly financial reports to her and John.
  - a. Dann said he would not until everything is straighten out.
- 12) Brian presented a document to the Board for review regarding “Dos” and “Don’ts” for all homeowners in the community on the basics of what is, and what is not, allowed by homeowners.
  - a. The Board will review and discuss at the next meeting, and then a letter will be sent out as a friendly reminder to all residences once completed and approved.
  - b. Jim gave some further comments to the meeting attendees regarding this.
- 13) Tom Bonavia asked about a letter from FPL regarding purchasing insurance for possible electric repairs that might be required as a result of a future problem.
  - a. A quick discussion was had regarding what a homeowner is and isn’t responsible for as it relates to this.
- 14) Andrew Milanese asked about the lack of water pressure and some sidewalk repair needed in the front of his house.
  - a. The water pressure is a community issue as a whole.
  - b. The Board will look at what is needed as far as the sidewalk repair goes.
- 15) Ron Fague mentioned some sidewalk repair needed in the front of his house as well.
  - a. He would be willing to do it himself, but the Board will look at what is needed and get it taken care of.
- 16) Meeting was adjourned at 7:50 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, April 9th, 2024 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle, Loraine Cates

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) General Landscape issues.
  - a. There are dead trees at 2628 and 2601 that will be removed.
  - b. 2619 asked for approval to plant a small lime tree in the front yard area.
    - i. Board approved.
- 3) Dann gave an update that Patrick Shea has found an alternative spot to park the camper while having some family in town, so no further discussion needed.
- 4) There was a water line issue / leak at 2644 that was fixed and required the water in the community to be turned off for a short period of time.
- 5) Brian is still working on a document regarding "Dos" and "Don'ts" for all homeowners in the community on the basics of what is, and what is not, allowed by homeowners.
  - a. Will be sent out as a friendly reminder to all residences once completed and approved.
- 6) John Cates asked Dann again about the financial reports and getting all the updated complete financial documents since he has still not received them.
  - a. Dann said he will get all the updated documents as soon as possible.
- 7) John made a motion that we use General Ledger for our accounting needs.
  - a. Dann voted no. Alan voted no. Jim voted no. Brian did not need to vote since it was already a vote of 3-1 but he would be in favor of using General Ledger.
- 8) Mrs. Cates asked Dann about some discrepancies she has noticed on some of the financial documents they have received from him that don't add up and match what she is showing. She also asked about not receiving the Year-End financial statement.
- 9) Tracy asked about new resident interviews.
  - a. It was mentioned that Ann Jones is conducting the interviews.
- 10) Jim brought up a dog issue at 2643 that was mentioned to him as a complaint from another neighbor.
  - a. Will monitor and look into the situation.
- 11) Meeting was adjourned at 7:30 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, March 12th, 2024 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle, Patrick Shea, Loraine Cates, Cora Regis with her son Andrew Smith and his wife

Reason for Meeting: Annual Meeting – Elections; followed by the Monthly Board Meeting

### Annual Meeting – Elections

- 1) Jim Tittle and Alan Cutler were re-elected for another 2 years.
- 2) Brian needs to amend the 2023 annual meeting minutes to add that John Cates was also re-elected for 2 years at that time.

### Monthly Board Meeting

#### Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) John Cates asked about Personal Touch continuing on as our landscape company.
  - a. We are keeping them as our landscape company for the community.
  - b. There was a discussion on the removal of a few dead trees that is needed as well.
- 3) Patrick Shea asked about having a dead tree on the side of his house cut down.
  - a. The Board agreed to have it removed.
- 4) Patrick Shea also agreed to take down the Christmas lights that are still up at his residence.
- 5) Patrick Shea asked about the possibility of parking a trailer / mobile home on the property when he has family in town next month.
  - a. The Board will discuss and let him know.
- 6) Tracy suggested having a dead tree cut down at 2601.
  - a. The Board agreed to have it removed.
- 7) There was a discussion regarding what is, and what is not, allowed by homeowners in the community.
  - a. Discussion around the new carriage lights at 2613 that are completely different than the rest of the community.
    - i. The Board will discuss further.
  - b. A suggestion was made to put together a letter reminding homeowners of "Do's" and "Don'ts."
    - i. Brian will work on drafting a letter for the Board to review.
- 8) John Cates asked Dann about the financial reports and getting all the updated financial documents.
  - a. Dann said he will get all the updated documents by the next meeting.
  - b. John suggested that we use General Ledger for our accounting at around \$347 per month.
- 9) Meeting was adjourned at 7:35 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, February 13th, 2024 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) Brian gave an explanation of what TruGreen's service entails, specifically as it relates to fertilization of the shrubs and trees.
- 3) Alan brought up a lawsuit against the Villages POA that he was made aware of.
  - a. Jim and Tracy were able to provide further detailed information regarding this lawsuit.
  - b. Jim suggested requesting further information and looking into this deeper.
- 4) Brian gave a brief update on the last Villages POA meeting.
  - a. There was not an official meeting due to a lack of a quorum.
- 5) Meeting was adjourned at 7:35 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, January 9th, 2024 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: n/a

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) General discussion regarding landscape.
  - a. Brian will get with TruGreen regarding the fertilization of shrubs.
  - b. Some landscape replacement is needed at 2615 – Cates.
  - c. Jim brought up an issue that has come up regarding moles.
    - i. Brian will check with Zac at TruGreen as he mentioned this as well the last time he was here on property.
- 3) Jim suggested we compose and send out a letter regarding what the H.O.A. is responsible for so that our homeowners are more aware of their obligations.
- 4) Brief discussion regarding house and wall painting.
- 5) Brief discussion regarding the annual palm tree trimming.
  - a. This is not currently scheduled at this time.
- 6) Meeting was adjourned at 7:25 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, December 12th, 2023 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Brian Scheele, Alan Cutler

Other Attendees: n/a

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) General discussion regarding landscape.
  - a. Brian will work with Personal Touch with certain shrub / hedge cutbacks around the community.
  - b. Brian provided an update on the extent of work that is performed by TruGreen and provided a work schedule from them.
  - c. We renewed the TruGreen contract with a zero-price increase for the coming year.
- 3) Brian gave an update regarding the Villages POA budget increase for 2024.
- 4) Discussion regarding the PODS unit at 2620 – Steve Lodes.
  - a. No Board member was made aware of this and so no info on the timeframe it will be there.
- 5) Discussion regarding trying to collect all resident's e-mail addresses so that we can send quarterly statements, etc. electronically versus through the US postal service.
- 6) Dann gave an update regarding working on the financial records, etc. conversion from Mr. and Mrs. Cates.
- 7) Meeting was adjourned at 7:25 PM



# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, November 14th, 2023 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Loraine Cates and Tracy Tittle

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes were read and approved.
- 2) Discussion regarding a gutter install request from 2620 – Steve Lodes
  - a. He wants to run the drainage over to 2621 – Alan Cutler residence.
  - b. The Board voted no to the proposal.
- 3) Discussion regarding window and door replacements at 2608
  - a. The Board voted to approve.
- 4) Discussion regarding current landscape situation
  - a. The Board voted to keep Personal Touch for at least the next 90 days.
  - b. The Board will devise a “work schedule / plan” for items we want addressed each maintenance cycle.
  - c. Brian is going to ask about the extent of work that is performed by TruGreen.
- 5) Discussion regarding a request from 2640 – Michelle Price to install a fence in the backyard with landscape.
  - a. The Board voted to approve.
- 6) Discussion regarding the removal of some dead palm trees at 2630.
- 7) Meeting was adjourned at 7:35 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, October 10th, 2023 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Pam Werner

Reason for Meeting: Monthly Board Meeting

### Items Discussed:

- 1) Prior Minutes were read and approved.
  - a. No financial reports for last month as some bank statements had yet to arrive.
- 2) Dann reported that the pressure washing of the community will begin tomorrow, Wednesday, Oct. 11
- 3) Brian asked about the annual tree trimming in the community.
  - a. Dann reported that this will most likely be done next month.
- 4) We had a brief discussion around automatic gate access at night, versus the presence of an actual guard during that time.
  - a. John Cates brought this up just as something for us to start to think about for the future.
- 5) Dann presented an overview of 4 new proposals for our landscape contract for the Board to consider.
  - a. A discussion was had on the current proposals, but we are still in the process of meeting with other companies and will have a more detailed discussion before deciding.
- 6) Update regarding the entrance sign.
  - a. The pressure cleaning and painting has been completed.
- 7) John Cates mentioned that we will need to meet later this month to start working on next year's budget.
- 8) Comcast contract update.
  - a. Brian has not been able to get with them on this but will work on it more this month.
- 9) Meeting was adjourned at 7:45 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, September 12th, 2023 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle, Loraine Cates, Bruce Weiler

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Prior Minutes and current Financial Reports were read and approved.
- 2) Bruce Weiler had a complaint about the job Personal Touch is doing at his residence.
  - a. They are not maintaining a portion of his yard on the left side of the driveway / house.
  - b. We will have another discussion with Jerry from Personal Touch regarding this.
- 3) Landscape update
  - a. Dann is looking into new companies to replace Personal Touch.
  - b. Dann is getting new proposals to present to the Board for consideration.
  - c. Loraine Cates asked about the spraying of weeds in their backyard and voiced her overall displeasure with the job Personal Touch is doing.
    - i. Will contact TruGreen to see about treatment.
  - d. Discussion regarding replacing the two trees to the right after entering the gate by the tennis court.
- 4) Update regarding the complaint from 2601 Frank Burgess regarding the unsightly look of the back of the entrance sign now that some landscape has been removed.
  - a. We have a bid to get this pressure washed and painted.
  - b. The Board approved this.
- 5) Update regarding a replacement to do the accounting for the Association.
  - a. We have found a replacement and will be moving forward with the transition.
- 6) Better pricing from Comcast by combining all homes was revisited.
  - a. Mr. Cates said the Estates would consider joining in on the better price bundle.
  - b. This would bring our total to 127 residences.
  - c. Brian will work on contacting Comcast again and see what they will offer us.
- 7) Meeting was adjourned at 7:30 PM

## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, August 8th, 2023 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, Alan Cutler

Other Attendees: Tracy Tittle

Reason for Meeting: Monthly Board Meeting

#### Items Discussed:

- 1) Prior Minutes and current Financial Reports were read and approved.
- 2) Discussion regarding having an accountant lined up to take over the financial reporting that Mr. and Mrs. Cates have been responsible for.
  - a. We will start working on the transition.
- 3) Landscape update
  - a. Brian spoke with Jerry in person regarding the ongoing weed issues. He is committed to getting this fixed, and to do a better job with this going forward.
- 4) Discussion regarding the email message sent to the Board from Barry Salandro regarding some of his concerns / complaints.
  - a. Brian will follow-up with Barry in person.
- 5) Discussion regarding the complaint from 2601 Frank Burgess regarding the unsightly look of the back of the entrance sign now that some landscape has been removed.
  - a. We will work on getting this pressure washed and painted.
- 6) Meeting was adjourned at 7:25 PM

VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, July 11th, 2023 @ 7:00 PM

MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Jim Tittle, Brian Scheele, John Cates

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Minutes from the previous meeting were read and approved
- 2) Discussion regarding a proposal from TruGreen on a Potassium Application for the community
  - a. Brian will contact them to clarify the price and we will proceed if the proposal includes the entire community
- 3) Jim gave an update on the search for a replacement to do the H.O.A.'s accounting / financials
  - a. Would be about \$600 - \$800 based on his contact
- 4) Jim recommended everyone give feedback regarding landscape improvements throughout the community that we may want to do to enhance the overall appearance
- 5) Meeting was adjourned at 7:25 PM

VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, June 13, 2023 @ 7:00 PM

MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Minutes from the previous meeting were read and approved
- 2) Dann reported that the minor roof damage at 2601 was repaired
- 3) Dann reported that the removal of the palm tree at 2630 was completed
- 4) A discussion was had regarding the transition of the financials and other bookkeeping duties from John and Loraine Cates
  - a. They plan to "retire" at the end of 2023
  - b. The Board will work on finding someone else to handle these responsibilities
- 5) 2603 has requested some landscape changes / improvements
  - a. Proposal was approved
- 6) Discussion regarding moving forward with having some of the hedges replaced at 2615 and moving them to the side of 2603 along the sidewalk
  - a. Board approved
- 7) Meeting was adjourned at 7:30 PM

VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, May 9, 2023 @ 7:00 PM

MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Minutes from the previous meeting were read and approved
- 2) Roof A Cide treatment update
  - a. A letter, along with a credit for money collected, will be sent to all homeowners
- 3) Update from Dann Merrell and John Cates regarding some minor roof damage at 2630 and 2631 that occurred during the annual tree trimming
  - a. Repairs have been completed and the issues are resolved
- 4) Brian was contacted that 2601 noticed some minor roof damage as well from the tree trimming
  - a. We will get this fixed as well
- 5) Discussion on removal of a palm tree at 2630
  - a. Board approved
- 6) 2606 has complained about palm fronds not being picked up and removed by Personal Touch
  - a. We will reach out to Personal Touch regarding this
- 7) Discussion regarding reaching out to Image Sprinklers to make sure the new landscape at the entrance gets irrigation
- 8) Brian brought up that Zac from TruGreen is recommending aeration for the community
  - a. \$1,400 would be the cost
  - b. Board will consider if this is needed, and money well spent
- 9) Discussion regarding having the hedges replaced at 2615
- 10) Meeting was adjourned at 7:25 PM

## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, April 11, 2023 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle and Loraine Cates

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Minutes from the previous meeting were read and approved
- 2) General discussion regarding landscape issues around the community
  - a. Dann gave an update regarding a few general projects in the community
  - b. The landscape at the entrance / exit will be updated and improved soon
- 3) Loraine Cates asked about the Roof A Cide treatment in our budget and credit
  - a. There was a discussion regarding issuing a credit to all homeowners since we will not be providing this service now, but we had the expense in our budget
  - b. The Board will work out the details on how we plan to issue the credit back to all homeowners
  - c. The Board will also need to update our Documents stating that we will not be providing this service to the community going forward
- 4) Update from Dann Merrell and John Cates regarding some minor roof damage at 2630 and 2631 that occurred during the annual tree trimming
  - a. Payments / credits will be handled by Dann and John
- 5) Loraine and John Cates voiced their dissatisfaction with some landscape issues
  - a. Weeds in the shrub beds and lawn
    - i. A discussion will be had with Jerry from Personal Touch regarding spraying for weeds
  - b. Trimming of the hedges
    - i. Again, a discussion will be had with Jerry from Personal Touch
- 6) Brian Scheele gave a schedule update regarding TruGreen being here twice this month to spray the lawn and shrubs
  - a. Shrubs – 4/14



- b. Lawn – 4/19
  - c. This should also continue to help the weed issue brought up by Loraine Cates
- 7) Dann Merrell gave an update that the community pressure cleaning is set to begin on April 24th
- 8) Meeting was adjourned at 7:30 PM

## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, March 14, 2023 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle

Reason for Meeting: Annual Elections / Monthly Board Meeting

Items Discussed:

- 1) Election was held and the Board will remain the same
  - a. Dann Merrell, Brian Scheele, and John Cates reelected for another 2 years
- 2) Brian Scheele gave an update regarding our TruGreen contract
  - a. All terms will remain the same – no increase as was proposed
  - b. Board approved
- 3) General discussion regarding landscape issues around the community
- 4) Update regarding new Comcast contract
  - a. Jim Tittle explained what it would take to setup both communities as one entity
  - b. Dann Merrell has reached out to Hotwire for information and quotes
  - c. Dann Merrell has been asking around the community for feedback regarding keeping / dropping Comcast
    - i. The general consensus is most homeowners would like to keep them
  - d. We will continue to explore options
- 5) Roof A Cide treatment update
  - a. Coastal's contract proposal is too vague and the price too high
  - b. Board voted NO on moving forward with this at this time
  - c. We will continue to explore other options or leave it up to the individual homeowners
- 6) Discussion regarding having more H.O.A. records digitized and / or uploaded to our community website
  - a. We will work on collecting files from John Cates
  - b. Meeting minutes will be uploaded and available on the website
- 7) Meeting was adjourned at 7:45 PM

## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, January 10, 2023 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle and Michelle Price

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Minutes approved from the previous meeting
- 2) Brian Scheele gave update regarding new Comcast contract
  - a. Will try to get a quote to be able to notify the owners in the Estates to gauge their interest
  - b. Tracy will work on how we can communicate this to the owners in the Estates
- 3) Tracy gave a landscape update regarding 2632 (Bapista)
  - a. Some sprinkler adjustment is needed
- 4) Discussion regarding the landscapers hitting the backflow device by the Tennis House
  - a. They were able to repair it themselves
  - b. Suggestion to plant shrubs around it
- 5) Discussion regarding the palm tree trimming in the community
  - a. Will be done in late January or early February
- 6) Roof A Cide treatment update
  - a. Coastal wants \$16,000 and is the cheapest so far
  - b. Got quotes from 2 other companies as well
  - c. Going to table this until we can look at all the contracts and get other quotes
- 7) Discussion regarding our TruGreen contract
  - a. Dann will send Brian the contract to look over and then discuss with them
  - b. Proposing around a 6.5% increase
- 8) Brian brought up that two homes have inquired about installing full home generators
  - a. 2623 will be installing one
- 9) Brian brought up that 2614 will be having a new roof installed soon
- 10) Brian gave an update regarding the Villages POA meeting that he recently attended

- a. Village Blvd will be repaved soon
- 11) Michelle Price brought up an issue with a Doberman dog running loose in the Estates
  - a. Think it is from 2610 Tecumseh
  - b. Jim Tittle will draft a letter to send to the homeowner
- 12) John Cates requested some new shrubs in their front yard
  - a. Tracy offered to work on getting this taken care of
- 13) Meeting was adjourned at 7:45 PM

VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, December 13, 2022 @ 7:00 PM

MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Minutes approved from the previous meeting
- 2) Dann gave an update that the trees were cut down at 2636 – 2637 for \$100
- 3) Roof A Cide treatment update
  - a. Coastal can't find our contract information
  - b. Getting quotes from other companies
- 4) Brian Scheele gave update regarding new Comcast contract
  - a. Had a discussion to include the Estates 81 homes
  - b. Would require documents changed with the city of WPB for us to be classified as one community
  - c. Brian will follow-up with Comcast again for more clarification
- 5) Discussion regarding sidewalk repair needed between 2603 and 2604, etc.
  - a. Dann is meeting again soon with the repair company
- 6) Discussion regarding spaying for weeds in the sidewalk pavers
  - a. Brian will call Personal Touch
- 7) Discussion regarding the palm tree trimming in the community
  - a. Will be scheduled right after the Holidays
- 8) Update on the gate being fixed
- 9) Meeting was adjourned at 7:25 PM

## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, November 8, 2022 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) Minutes approved from the previous meeting
- 2) Brian Scheele gave update regarding new Comcast contract
  - a. Can't use the other addresses to get us to 50 units
  - b. Will need to discuss other options with them
- 3) Brian Scheele gave an update on TruGreen's treatment of the weeds, etc.
- 4) Image Sprinkler discussion
  - a. Need to do a better job on their spot checks to improve coverage, etc.
- 5) Discussion regarding Personal Touch's mow schedule
  - a. Switching to a 10-day cycle Oct - Nov and March - April
- 6) Roof A Cide treatment and the community tree trimming to be scheduled
- 7) Discussion regarding sidewalk repair needed between 2603 and 2604
- 8) Dann is planning to clean out the storage closet
- 9) Discussion regarding cutting down the old oak tree at 2636
- 10) Meeting was adjourned at 7:35 PM

## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, October 11, 2022 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Reason for Meeting: Monthly Board Meeting (A budget planning meeting was also held on Thursday, October 6.)

Items Discussed:

- 1) Minutes approved from the previous meeting
- 2) Brian Scheele gave update regarding new Comcast contract
  - a. Nothing new as still waiting to hear back from them
- 3) The Board voted on and approved the budget for 2023
- 4) Discussion regarding our sidewalk repairs and that it is paid for through our reserves
- 5) Discussion regarding Personal Touch's mow schedule
  - a. Need to decide if we want them to go to every 10 days during the dry season (versus 14 days), or add 3 more scheduled mowing days to our current contract
- 6) Discussion regarding landscape request from 2637 (Warren)
  - a. Board approved
- 7) Brian Scheele gave an update on TruGreen's treatment of the weeds, etc.
  - a. They treated today and will be back again in a few weeks
- 8) Update on Saratoga Road closure
  - a. They are supposedly just waiting on FPL to finish up the work
- 9) Discussion regarding Image Sprinkling and their contract
  - a. \$300 month
- 10) Discussion regarding 2631 and the potted plants they have placed in their landscape
  - a. Someone is going to have a conversation with Lilly
- 11) Discussion regarding the unkept backyard at 2630
- 12) Meeting was adjourned at 7:30 PM

VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, Sept 13, 2022 @ 7:00 PM

MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Loraine Cates

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) No minutes from the previous meeting
- 2) Brian Scheele gave update regarding new Comcast contract
  - a. Still waiting to hear back from them
- 3) Update on landscape work at 2640
  - a. Michelle Price is happy that the mango tree was cut back
- 4) Brian Scheele gave notice regarding swimming pool installation as well as impact windows being installed at 2602
- 5) Loraine Cates brought up the issue of an invasive weed and asked about how it is going to be treated and when
  - a. Tru Green is aware and will be treating again for this
- 6) Had a discussion regarding the requirement of using a new key fob to access the community parks / pools. \$25 cost to obtain one.
- 7) Discussion on the continued road work / closure of Saratoga Rd.
  - a. No update on timing of completion
- 8) John Cates suggested that we schedule the Roof-A-Cide treatment soon
- 9) Suggestion that we meet early next month to start working on the 2023 budget
- 10) Meeting was adjourned at 7:30 PM



## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, July 12, 2022 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle and Patrick Shea

Reason for Meeting: Monthly Board Meeting

#### Items Discussed:

- 1) The minutes of the previous meeting were reviewed and approved
- 2) 4 more addresses provided to be able to move forward to negotiate a new Comcast bulk contract
  - a. Brian Scheele will work on negotiating a new contract
- 3) Patrick Shea asked about the fountains in the back canal not working
  - a. There has been contact regarding this issue
- 4) Patrick Shea asked about a current community manual with Board member's info.
  - a. Tracy Tittle volunteered to update and add to our website
- 5) Patrick Shea asked about the timing of the pressure washing for the community
  - a. John Cates said it's done twice a year
- 6) Tracy Tittle brought up that 2639 and 2640 want to do some landscape improvements at their expense
  - a. Board approved
- 7) 2637 seems to have a leak coming from underground
  - a. Dan Merrell will investigate
- 8) Jim Tittle provided an update regarding Bobby Twiford's landscape complaint and issues
  - a. Brian Scheele provided an update regarding conversation with Jerry Saieg from Personal Touch regarding the weeds
- 9) Discussion regarding the Olive Tree behind Bobby Twiford's house
  - a. Possibility of removal
- 10) Discussion regarding the removal of the 2 dead trees (Oak and Palm) in the front of Bobby Twiford's house
  - a. Cost estimate of \$1,300 – approved by the Board

11) Discussion regarding the quote to redo the area along the wall / sidewalk to the right of the stop sign between 2603 and 2604

- a. General feeling is that the initial quote is way too high, so we will get additional quotes

12) Meeting was adjourned at 7:25 PM

VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.  
MEETING DATE: Tuesday, June 14, 2022 @ 7:00 PM

MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, John Cates, Alan Cutler

Other Attendees: Tracy Tittle

Reason for Meeting: Monthly Board Meeting

The meeting was called to order at 7:05/ The previous minutes were read and approved.

New Business:

- 1) John Cates presented a drawing of the proposed gates for the entrance that were presented at the BLEN POA meeting the previous week. Two of the board members of the POA voted against the new design. The Estates new design includes 2 gate arms on the outer side of the entrance. All residents would be required to use these gates, having a bar code to activate the first gate, stop while it closes and then activate the second gate. All other vehicles would be required to enter through the inner gate, and check in with the guards. The approximate cost would be \$30,000. The Villas would be responsible for approximately 38% of total costs.

A vote of the new design was taken. The results are as follows:

Dann Merrell – no

Jim Tittle - no

John Cates – no

Alan Cutler – no

- 2) John Cates presented a request to order new checks for the HOA. The cost for ordering new checks would be less than \$200. Due to recent 'check washing' of Saratoga Bay HOA checks, Mr. Cates felt it prudent to order new checks that contain higher security features in an effort to avoid any theft or pampering of our checks.

A vote to order new checks was taken. The results are as follows:

Dann Merrill – yes

Jim Tittle – yes

John Cates – yes

Alan Cutler – yes

- 3) Dann, Tracy and Alan walked the neighbor on Sunday and found the following issues:
- a) 2637 Mohawk – Area along side the driveway had washed out.
  - b) 2643 Mohawk – Very large critter hole by sidewalk. Could be a liability for HOA
  - c) The Bougainvillea hedge by 2603-2604 Mohawk has aged out and is leaning towards the road. Build up of soil is causing a wash out of the sand/soil onto the sidewalk.

Solutions:

- a) 2637 Mohawk - Alan is going to fill in the area with soil.
  - b) 2643 Mohawk - Alan is going to take rock from 2611 and fill in the hole
  - c) Tracy requested we get an estimate from Tom about removing the Bougainvillea. The idea of continuing the small box hedge and putting crotons between the wall the hedge was discussed. The estimate will be presented at the next meeting.
  - d) Dann is going to contribute several Ixora plants and place them in a few areas where the existing Ixora had died.
- 4) The sprinkler controller by 2623 is broken and the panel is unreadable. Dann proposed to get an estimate from Mike Van Trump (561-351-9620) to replace it with the same controller as by 2636. Tracy Tittle was asked to contact Mike and get the estimate to present at the next meeting. 6/15 – Tracy called Mike and left a VM.
- 5) The BLEN Villas Website :
- a) Tracy confirmed that she had replaced the incomplete documents on the website with a full version of the Covenants, the Bylaw and all Amendments.
  - b) Mr. Cates asked Tracy Tittle to access the website and change the name of the application from 'Rental' to Owner'. 6/15/22 Website updated
- 6) New Comcast contract – Dann was going to obtain the addresses for the pool house and the guard house. Jim is going to call Mike Kranz and ask him if his address could be included in our contract. \*\* Mike agrees to let us use his address: 2350 Tecumsch Drive

The meeting was adjourned at 7:24pm

## VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: Tuesday, May 10, 2022 @ 7:00 PM

### MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle and Michelle Price

Reason for Meeting: Monthly Board Meeting

Items Discussed:

- 1) The minutes of the previous meeting were reviewed and approved
- 2) Discussion on the sidewalk repairs. Informed that all the current work is now completed
- 3) Discussion regarding digitizing all our records / documents
  - a. The plan is to have our website updated with all our records / documents
  - b. John Cates's grandson and Barry Salandro have the current website access / update ability and information
  - c. Tracy Tittle volunteered to do the updates to the website
- 4) Discussion regarding current landscape assessment
  - a. Tracy Tittle and Alan Cutler (Landscape Committee Members) to report back next meeting regarding
- 5) Jim Tittle asked about our Insurance Policy
  - a. John Cates will provide this document
- 6) Jim Tittle asked about our current Guard's contract
  - a. Discussion regarding a raise for them
  - b. Universal is the current company that manages the Guards
- 7) Discussion regarding getting minutes from previous meetings to digitize and upload to our website
  - a. Brian Scheele will work on getting that information
- 8) Brian Scheele asked about the next scheduled community pressure cleaning
  - a. No timeframe scheduled now
- 9) Tracy Tittle asked about tree trimming
  - a. John Cates said that we schedule this at the end of hurricane season
- 10) Update regarding the new landscape at 2631 Mohawk

- 11) Discussion regarding True Green doing shrub fertilization
- 12) Michelle Price requested improvements to her landscape
- 13) Brief update on our cable contract situation
  - a. The Guard House and Tennis House could be used for addresses
- 14) Meeting was adjourned at 7:30 PM

# VILLAS OF BEAR LAKES ESTATES NORTH H.O.A.

MEETING DATE: April 12, 2022 @ 7:00 PM

## MINUTES

A Board Member's meeting was held at our tennis house at 7:00 PM

Board Members Present: Dann Merrell, Jim Tittle, Brian Scheele, John Cates, Alan Cutler

Other Attendees: Tracy Tittle

Reason for Meeting: Monthly Board Meeting

### Items Discussed:

- 1) The minutes of the previous meeting were reviewed and approved
- 2) Discussion regarding the current landscape maintenance
  - a. Some complaints regarding weeds and not spraying for them
- 3) Update on our irrigation and the new pump
  - a. Installed and working well
- 4) Jim Tittle asked about our Documents being recorded or not and questioned discrepancies within the Documents
- 5) Jim Tittle asked about current Committees and questioned certain budget items
  - a. Architecture Review
  - b. Cable service / contract
  - c. Roof-A-Cide
  - d. True Green
- 6) Tracy Tittle asked about current Committees and her willingness to be involved
  - a. Tracy Tittle and Alan Cutler volunteered to be on the Landscape Committee
- 7) Brian Scheele asked about any update regarding our current Comcast contract
  - a. Update on getting homeowners from the Estates side to join in our contract so that we can get to a minimum of 50 addresses to be able to renegotiate our contract
    - i. Idea was mentioned on sending out a letter to the Estates side to see if any interest
- 8) Brian Scheele mentioned that the new owners of 2631 Mohawk (Brady Vail) wanted guidance and approval for updating their landscape
  - a. Tracy Tittle volunteered to get with them regarding the landscape

- 9) Brian Scheele brought up the new roof tile for 2622 Mohawk (Patrick Shea)
  - a. Board approved the Citrus Clay style to be used
- 10) Brief discussion regarding getting updates done to our website
  - a. New roof tile information, etc.
- 11) John Cates mentioned the addition of Pickleball stripes being added to the tennis court
- 12) Meeting was adjourned at 7:50 PM





# Villas of Bear Lake Estates North HOA, Inc.

March 7, 2022

The annual meeting was call to order by President John Cates at 7:00 pm

A quorum was present by members present and proxies. Board member Brian Scheele was absent.

First item was to elect officers for the year 2022-2023 that was handled by Loraine Cates. Two resignation letters, one from Barry Salandro and the other from Bobby Twifford. Since there were only two nominees for the two position both were automatically elected.

The following is the new board of directors:

President: Dann Merrell  
Vice-Pres Jim Tittle  
Secretary: Brian Scheele  
Treasurer: John Cates  
Director: Alan Cutler

The meeting was then turned over to President Merrell:

Updated landscape progress.

Announced new irrigation pump installation was completed.

With no other business meeting was adjourned at 7:30 pm

Respectively submitted:

Loraine Cates