

Bernard Doogue's Lemon Bayview Villas Zoom Board Meeting
Wed, Apr 22, 2026

Attendance: In-person Larry Malmquist, Rick Goodwin, Chris Tsolinas and Bernard Doogue, Condo Association Manager. Zoom Robert Keiser and Nancy Doogue

Meeting started at 1:02 pm

Welcome:

Agenda, Quorum, and Minutes

A quorum of the Board were present and reviewed the meeting Agenda and previous minutes. The meeting proceeded with project and status updates.

* A Quorum was present and the previous meeting minutes were accepted with no changes.

* Most items on the project sheet are complete, with doors installed and only a few tasks remaining

Project Status – Doors and Stucco Timeline

The replacement doors are installed and will be painted by Garry Harris. The stucco work around the doors will be finished by May 20th with County Inspection immediately following. Once inspection is complete the door and related projects will be considered done.

Elevator Inspection and Fire-Related Requirements

* The elevator annual inspection passed, and a camera fault was repaired without affecting approval

* Fire inspection requires placing keys in a Knox box and re-inspection of extinguishers

Keys, Access Procedures, and Operational Controls

* The Board agreed to consolidate and label elevator keys and new door keys to update the key list in the utility cabinet. A Knox Box will be purchased and installed and keys for the Fire Inspector will be put in the box. Bernard will take care of this action.

Financial Update and Reserves Discussion

The Board confirmed the fiscal year change and reviewed a short ("stub") fiscal period with \$37,440 in income and approximately \$35,000 in expenses, producing a modest net income; a detailed budget and reserve review was promised in the next few days by Rick.

Painting, reserves, and scope questions

* The exterior painting project will be undertaken in about one to two years and will require updated contractor quotes prior to painting and amount of Reserve Funding.

* Current painting reserves are \$33,500 and the earlier \$60,000 estimate should be treated as a preliminary round number with inflation adjustments of a requote needed in the future.

* Pressure washing and selective work on railings were proposed as interim measures to improve the appearance and reduce total repainting cost.

Landscaping and Beautification Budget and proposals

The landscaping committee reported recent plantings including new palm trees and ongoing dialogue with Kamden Farms about additional work. Proposed designer concepts have proved to be cost-prohibitive. Financial details were reviewed: the beautification allocation is \$8,000, about \$2,500 has been spent, and roughly \$5,500 remains for plants, pots and modest amenities; larger structural work like shoring up one perimeter of the tennis court would be budgeted separately.

The committee proposed a durable bay-side seating/paver area and a potential grill zone but raised concerns about noise, wind-blown smells, and nearby residents' comfort.

This proposal will be discussed further at a future meeting.

Sales/lease approvals, background checks, and legal guidance

* The sale/lease approval committee needs a second legal opinion; the Board confirmed authority to screen and deny applicants per the documents and emphasized background checks as the main control.

* Legal follow-up will include a volunteer review of Section 12.

Tenant controls and informal screening

The group reviewed how to enforce pet and subletting restrictions and discussed the practical, conversational nature of initial renter vetting. Attendees emphasized common tenant issues and the need for actionable rules to prevent schemes like unauthorized subletting or short-term rentals.

Rules and regulations, document and signatures

The Board introduced the rules and regulations document authored by Debra and agreed it looks complete but suggested adding a signature line to confirm receipt and understanding by renters and buyers.

* Debra prepared the proposed guidelines and is the primary author of the rules and regulations document referenced throughout the discussion

- * The association will require new renters and buyers to acknowledge receipt of the rules and regulations with a signature
- * Unit owners will be responsible for obtaining signed acknowledgment from their renters rather than the Board contacting renters directly
- * The Board prefers to update the rules and regulations or create a Board policy rather than amend bylaws for the signature requirement

Responsibilities for obtaining signed acknowledgment

Participants confirmed that the unit owner or rental agent will be responsible for getting the renter to sign the acknowledgment and that rental agents typically perform background checks relied upon by the association. The Board viewed a signed acknowledgment as creating a defensible record and proof that the occupant received association documents.

Landscaping, tennis court, and irrigation issues

- * Landscaping priorities identified are weed removal, tennis court repair, and irrigation restoration
- * There is currently no funding allocated for the identified landscaping and irrigation work
- * Irrigation in the rear requires substantial work because hoses and components were cut and some systems were battery-powered, so restoration must be planned before sod installation or patio decisions

Budget and vendor quotes for sodding

- * The Board is evaluating three landscaping bids and has not yet received Kamden Farms/Rodney's quote. Board will isolate sod only quotes for comparison.
- * Sod-only costs are estimated between about \$14,000 and \$20,000 depending on whether shells are included and to be used on grass.

Detailed pricing comparisons and preparation scope They reviewed the contractors' defined preparation steps—chemical treatments, stripping, leveling, and substrate placement—and discussed grass-type cost differences with St. Augustine variants costing more than bahia.

- * Preparation scope in quotes includes two herbicide applications, stripping existing material, grading, adding substrate, and laying sod.
- * St. Augustine (including Floritam) sod is roughly 50% more expensive than bahia sod according to one contractor.

Timeline and funding approach

Attendees agreed the Board favors completing sodding in the October–November timeframe after hurricane season and acknowledged a special assessment will be required to fund the work. Preliminary finance math estimated a \$24,000–\$25,000 total and roughly a \$3,000 assessment per homeowner, though final figures depend on outstanding quotes and irrigation repair costs. Amount of the Assessment will be defined at a future meeting.

Tennis court subgrade concern and proposed fix

* The southeast corner of the tennis court lacks subgrade support and needs compacted fill and plant-based erosion reinforcement to avoid a larger repair.

* The team intends to finalize the funding decision by July to enable sodding in October–November after hurricane season.

Follow-ups and meeting close

Bernard Doogue committed to send the meeting minutes and participants confirmed next meeting scheduling would be included in those minutes.

Action Items:

* Larry will post Association documents on the website with appropriate access controls

* Chris will obtain copies of door keys from the hardware store and provide extras for distribution

* Bernard will have a Knox box installed and consolidate elevator/roof keys for fire-department access

* Bernard will schedule re-inspection for extinguishers after Knox box installation

* Rick will provide a detailed budget and first-quarter financials to Nancy within the next few days

* Gail, George, and Robert Keiser will compile the list of questions the sales/lease committee needs to ask prospective buyers and renters.

* Duke will obtain a second legal opinion regarding the Board's authority and discrimination risk related to applicant screening.

* Conference room participant will review section 12 of the declaration to identify allowable screening criteria for sales and leases.

* The Board will add language to the Rules and Regulations (or issue a policy) requiring unit Owners to obtain signed acknowledgment from renters

* Debra will update the rules and regulations document to add a signature acknowledgment for new renters and buyers

* Conference room participant will follow up with Rodney at Kamden Farms to obtain the outstanding sod quote.

* Conference room participant will gather outstanding site answers and finalize funding needs by July to determine the required special assessment amount.

Next Board Meeting to be determined

Meeting Adjourned at 2:35 p.m.