



## Board Meeting Minutes

**Date:** Saturday, November 15, 2025

**Time:** 9:30 AM

**Location:** Titusville Public Library, Conference Center  
2121 S. Hopkins Ave.  
Titusville, FL 32780

Meeting called to order at 9:30 AM.

Directors Aguilera, Brandon, Dozier, Flowers, Heppler, and Smith present. Quorum met.

Noted 10/18/25 & 10/30/25 meeting minutes published to website. No edits requested. Flowers motion to waive reading and accept minutes as published. Seconded. Motion passed 5-0.

No Vice-President or Secretary report.

Treasurer reported:

- 5 deposits and 2 checks written in October
- November expenses already included payments to
  - \$650 to Dynamic 7 for the "For Sale" sign
  - \$523.30 to Harbor Freight for the generator, angle grinder, and grinder blade
  - \$18.50 for gasoline for the generator
  - \$137.23 to Walmart for a trail camera, SD card, & card reader
  - \$45.96 to Ace hardware for generator oil & for sale sign letters/numbers
  - \$275 check to C. Putnam (1341C) for 11 hours in grinding concrete tripping hazards
- Smith motion to reimburse President for \$18.50 and \$137.23. Seconded. Motion passed 4-0 with Flowers abstaining.

President reported:

- President's unit listed with realtor and up for sale
- Two new owners: Mindy Decker at 1289C and Daniel Moyer at 1305C
- For Sale sign installed by SR50 west of entrance 1
- President has started an attestation file.



### **Unfinished Business**

- Collections process has restarted on Unit 1281H. Notice of Late Assessment (NOLA) mailed on 11/1/25
- Charles Putnam completed grinding of concrete tripping hazards throughout the complex. Check for \$275 issued to C. Putnam for 11 hours of work. The Board officially thanked Mr. Putnam for his work.
- Irrigation System Remediation
  - Reported 39 of 41 local timers installed & programmed
  - Watering schedule posted to website. Noted half of the sprinkler zones watering on “odd” address days and the other half watering on “commercial” days
  - 2025 Work & Cost Summary posted to website
- Noted “For Sale” Sign installed west of entrance 1 near SR50
- Discussed non-working street light at east end of back road. President contacted FPL, who confirmed a trouble ticket was already open with no estimate on the repair date.
- Discussed missing “Stop Sign” at Street 1 and back road. President reported his 3 attempts to replace the sign thwarted by tree roots. President has the action to re-install the stop sign.
- Flowers motion to accept Unfinished Business. Seconded. Motion passed 5-0.

### **New Business**

- Noted the annual membership meeting will be held on 1/24/26. Discussed 60-day and 14-day annual meeting notices. President action to distribute 60-day notices by 11/25/25 and the 14-day notices by 1/10/26. Discussed the items to be included in each notice and that anyone wishing to serve as a Director on the 2026 Board must submit their candidacy by 12/15/25.
- Reviewed updates to the Association’s Billing & Collections Policy. Flowers motion to approve changes. Seconded. Motion passed 5-0. President’s action to post updates to website.
- Collections
  - 1281I: NOLA mailed 11/6/25
  - 1283C: NOLA mailed 11/6/25
  - 1289B: NOLA mailed 11/6/25
  - 1321E: NOLA mailed 11/6/25
  - 1305B: President noted communications with owners. NOLA to be mailed.
  - 1337C: Discussed outstanding balance. Flowers motion to waive late fees & interest charges. Seconded. Motion passed 5-0.
- Governing Document Revisions
  - Reviewed amendment approved at 10/18/25 BOD meeting regarding restriction of Board to 7 members and a service of 2 years instead of just 1 year. Noted such



- revision conflicted with Articles of Incorporation. Flowers motion to rescind 10/18/25 approval of these changes. Seconded. Motion passed 5-0;
- Reviewed additional set of proposed amendments to the By-Laws. Flowers motion to approve. Seconded. Motion passed 5-0. President action to include amendments in annual meeting 14-day notice.
  - Reviewed additional changes to the Rules & Regulations, which included metal roofing & debris hauling charges. Flowers motion to approve changes. Seconded. Motion passed 5-0. President action to post revision A to the website.
  - Discussed naming our streets and the purchase of street signs. Board agreed this might cause confusion of actual homeowner address. Street sign acquisition abandoned.
  - Discussed concrete parking pad repairs & pressure washing. Subject tabled for later discussion.
  - Discussed repair of west perimeter retaining wall. Noted no significant erosion of homeowner lawns over the course of 2025. Subject tabled for later discussion.
  - Flowers motion to accept New Business. Seconded. Motion approved 5-0.

#### **Tabled Items**

- 1321G Leniency (Extended through 12/31/25): Discussed homeowner failure to submit a repayment plan. Agreed to increase interest rate to 10% beginning 1/1/25 until repayment plan approved by Board.
- 1317H Leniency (Extended through 11/30/25): Discussed homeowner failure to submit a repayment plan. Agreed to increase interest rate to 10% beginning 12/1/25 until repayment plan approved by Board.
- Parking Stripes & Lettering: President took action to procure more paint and to get striping effort completed. Board agreed to make striping equidistant for all homeowners and not simply paint the parking stripes at the shared wall lines.
- Asphalt Repairs: No significant discussion.

No member statements made.

#### **Action(s) Summary**

- President to replace stop sign at Entrance 1 and south street. Open
- President to repair reclaimed water pipe damage at 1295C. Closed
- President to remove ACC control panel and securely store. Open
- President to investigate additional street lighting along 1283 with FPL. Open, FPL trouble ticket open.
- President to schedule completion of parking stripe painting in complex. Open
- President to send 1281H collections package to AriasBosinger Law. Completed, process restarted.



- President to purchase and install Dumpster 4 camera. Completed
- President to purchase grinding tooling & generator from Harbor Freight and schedule grinding work. Completed

No announcements made.

Meeting adjourned at 11:27 AM.