

LAKE LUCIE HOA BOARD OF DIRECTORS

Meeting Minutes

Date: September 17, 2026

Time: 7:00 PM

Call to Order

President Bob McIntosh called the meeting to order at 7:00 PM.

Roll Call

Manager Tara Williams, President Bob McIntosh, Vice President Jean Auletta, and Trustee Grady Maynard were present. Trustee Donna Zutter attended via telephone. Trustee Colette Sample was absent with notice.

Pledge of Allegiance and Moment of Silence

The meeting opened with the Pledge of Allegiance, followed by a moment of silence.

Adoption of Agenda

President Bob McIntosh made a motion to adopt the agenda. Trustee Donna Zutter seconded the motion. All were in favor, and the motion carried unanimously.

Approval of Previous Meeting Minutes

President Bob McIntosh made a motion to approve the August 20, 2026 meeting minutes as presented. Trustee Donna Zutter seconded the motion. All were in favor, and the motion carried unanimously.

Treasurer's Report

Manager Tara Williams presented the financial report. The Association remains in strong financial condition with \$70,698.88 in cash, \$77,041.62 in total assets, and \$55,331.26 in equity.

During August, the Association recorded \$5,070.00 in revenue and \$4,610.65 in operating expenses. Major expenses included accounting services, management fees, insurance, cabana cleaning, and cabana internet service. Expenses remained under budget. It was noted that the monthly internet expense will be eliminated upon completion of the AT&T fiber installation.

The balance sheet reflects \$20,280.00 in prepaid assets that will be recognized as income in future periods. Overall, the Association remains in good financial standing.

Communications and Correspondence

Barb's Bookkeeping notified the Association of a \$10 monthly fee increase effective January 2027.

The Association continues to receive updated owner information forms; however, many owners have not yet submitted their completed forms. Owners are reminded that forms may be mailed or placed in the Association mailbox.

The Board has been working with legal counsel regarding pool signage and revisions to the governing documents. The Board met on September 3, 2026, to review the Rules and Regulations and discuss proposed amendments. A finalized draft is expected to be submitted to legal counsel for review, with adoption anticipated at the November meeting. This timeline will allow the required 30-day notice to owners before implementation.

Property Transfers

President Bob McIntosh reported that two home sales have been approved and are pending closing. An additional closing is anticipated in October.

Architectural Review Committee (ARC)

President Bob McIntosh reported that three ARC applications for exterior painting projects have been received. Owners were reminded to submit applications with sufficient advance notice to allow adequate time for review and approval.

Old Business

Pool Committee

The Board continues to seek a pool cleaning attendant. The Association has budgeted \$225 per month for cleaning services.

Electrical Upgrades

President Bob McIntosh reported that the Board would like to proceed with installing additional exterior electrical outlets at the cabana and relocating the security camera equipment to a cooler location.

Social Committee

The Association is seeking a committee chairperson and additional volunteers for the Social Committee.

AT&T Fiber Installation

President Bob McIntosh reported that AT&T's conduit installation work has been completed. Fiber installation crews and service connection work are expected next, with completion anticipated by the end of October.

New Business

Community Digital Message Board

The HOA and CDD continue to work together on the purchase and installation of a digital message board behind the community entry marquee for posting announcements and notices to residents.

Rules and Regulations Review

The Board will continue its comprehensive review of Association rules and common area regulations. A second workshop is planned for October 15th to review and establish rules and regulations for all common areas.

It was also noted that the Board will be reviewing the documents with legal to work on adjusting the current Board size from a requirement of 7 to a more attainable and reasonable amount of 5.

Pool and Cabana Signage

President Bob McIntosh reported that legal counsel approved the updated pool and cabana rules. Vice President Jean Auletta made a motion to adopt the revised rules and proceed with the purchase of updated signage. Trustee Grady Maynard seconded the motion. All were in favor, and the motion carried unanimously.

President Bob McIntosh reported that a vendor has already been identified for the signage order.

Memorandum of Understanding: The Board discussed entering a Memorandum of Understanding between the HOA and CDD to clearly outline each party's responsibilities related to the pool and cabana. Bob made a motion to proceed with the Memorandum of Understanding. Grady seconded the motion. All were in favor, and the motion carried.

Association Website

With the current website renewal approaching, the Board determined that the existing platform does not adequately meet statutory requirements. After reviewing seven proposals, the Board elected to maintain website administration internally and engage PLM Enterprises to develop a new Association website.

The proposed website will include secure owner access, officer business email accounts, and administration capabilities that can be maintained by Board members. The cost to develop the website is \$2,500, with an annual hosting and maintenance cost of \$260.

President Bob McIntosh made a motion to enter into an agreement with PLM Enterprises for website development and related services. Vice President Jean Auletta seconded the motion. All were in favor, and the motion carried unanimously.

Volunteer Committees

The Board reminded residents that volunteer participation is needed for several Association committees.

Resignation

At this time Grady Maynard informed the Board that he will be officially submitting his resignation due to scheduling conflicts.

Public Comment

Residents were reminded that comments are limited to three minutes per speaker.

It was noted that a cabana rental has been scheduled for October 24, 2026, and that the rental fee and security deposit have already been submitted. No additional comments were received.

Next Meeting

The next Board meeting is scheduled for October 15, 2026.

Adjournment

With no further business to discuss, President Bob McIntosh made a motion to adjourn the meeting. Vice President Jean Auletta seconded the motion. All were in favor, and the motion carried unanimously.

The meeting was adjourned at 7:59 PM.