
BRIDGEWATER CROSSING HOMEOWNERS ASSOCIATION INC

c/o Don Asher & Associates
1801 Cook Avenue
Orlando, FL 32806

Board of Directors Meeting

January 20, 2022

Pool Cabana & TEAMS

10:00 AM

MINUTES

- I. Call to Order – Eric Jones called the meeting was called order at 10:04 AM.
- II. Establish Quorum - A quorum of the Board of Directors was present. Directors present were Eric Jones and William Carling. Desmond Deignan was in attendance by video conference. Nuria Esquilin, Community Manager (CAM), represented Don Asher & Associates.
- III. Proof of notice of the meeting – The meeting was noticed in accordance with FS720.
- IV. Approval of prior meeting minutes - Desmond Deignan moved to approve the minutes from the meeting held on December 15, 2021 with revisions. Eric Jones seconded the motion. Vote called. All in favor. Motion passed; 3-0.
- V. Treasurer report – Desmond Deignan gave the Treasurer Report.
- VI. Collections - Motion to pass further accounts to Collections – Desmond Deignan asked to check the status of 326 Hollingshead
 - 326 Holligshead – Refer to Alliance. This account was already referred to Alliance and is no longer showing on the list. The CAM is to verify why the Alliance Status has been removed.
 - 417 Lake Shore Pkwy – Waive \$5
 - 167 Harpersfied – Waive \$5Eric Jones seconded the motion. Vote called. All in favor. Motion passed; 3-0.
- VII. Manager Report – Nuria Esquilin gave the Manager Report. A copy was provided to the Board of Directors ahead of the meeting.

627 Lake Shore – Solar Panels – The BOD received an application to approve the installation of solar panels. The CAM contacted the attorney to draft the maintenance agreement and the insurance agent to determine the impact of the approval on the HOA's policy.

The attorney rendered their opinion. The matter is considered confidential attorney work product. Attached to this report was a copy of the solar panel maintenance agreement drafted by the attorney.

Electrical Repairs – The CAM contacted the vendor for the following:

Proposal for the repairs to the tennis court and parking lot lights – The CAM met with the vendor and corresponded by email.

Landscape – The CAM contacted the vendor and asked them to clean the leaves on the boulevard. Also, shared that there is an island on Lake Shore Pkwy in front of the empty lot between the townhomes and the houses that needs weeding.

Tot Lot – The swing seats needed to be replaced and the gate fixes. The CAM contacted FAMS. The vendor submitted the proposals. Also ask vendor to check on missing parts from the climbing wall

Pool Cabana:

Pool Repairs – The BOD VP met with the vendor to discuss the necessary repairs. A quote was submitted prior to the meeting for review.

Ponds – The pond behind the Board President’s home needs to be treated. The CAM contacted the vendor.

Townhomes – The CAM asked the paint vendor, Vice Painting, for the color book. It will be uploaded to the portal once received.

Owners’ Request(s)

Tennis Courts – The owner of 205 Hills Bay solicited a proposal from The Nidy for the resurfacing of the tennis court. A copy is attached. It appears the owner will be soliciting bids from alternate vendors for review.

Also attached for convenience a proposal from AAA Construction and Resurfacing that the HOA appeared to be obtained in 2018.

337 Hollingshead – Correspondence from the owner is attached to this report.

VIII. Compliance

- Correspondence from owner re: 337 Hollingshead – The Board of Director reviewed the letter from the owner. Further reports have not been received. This matter has been tabled.

IX. Architectural Review

- i. 627 Lake Shore – Solar Panels – The BOD received an application to approve the installation of solar panels. The CAM contacted the attorney to draft the maintenance agreement and the insurance agent to determine the impact of the approval on the HOA’s policy. The owner began work without approval. The workers were onsite the day of the meeting. A compliance letter will be sent to the owner. Mr. Jones and Mr. Carling will talk to the owner or the workers after the meeting.

X. Unfinished business

- Electrical Repairs – The Board of Directors agreed to wait until the tennis and basketball court are resurfaced.

XI. New business

- Garage Sale – The Board of Directors agreed to hold the event in the spring; sometime in March or April.

- Pool Repairs – The proposal from KMVC in the amount of \$3,060 to install new grid filters, main drain slide valve, install motor at vac pump, and replace impeller including the shaft seals, diffuser Oring and seal plate.
- Invoice Approval Process – The CAM shared that this new feature will allow Board members to approve the invoices via email. Eric Jones was concern that this would add to the workload. Desmond Deignan shared that he has approved invoices in the past with previous management companies. The Board members agreed to any them should be authorized to approve the invoice interchangeably. The approval of multiple Board members shall not be necessary; the approval of one shall suffice.

XII. Open Forum

- 525 Whittier – The owner asked the Board of Directors to consider maintenance of the pond on their land. Eric Jones shared that the pond is on their land and why the HOA is not responsible for its maintenance. Desmond Deignan reminded the owners that this had been shared with them in the past. Eric Jones referred the owners to SFWMD. The CAM shared that they could ask SFWMD authorization to maintain the pond on their lot.
- 556 Lake Shore Parkway – The owner wanted to know why a convenience fee must be paid to make an online payment. The CAM shared the following:
 - i. The convenience fee is charged as your payment hits your account immediately without delay. This fee is charged by Front Steps and not the HOA.
 - ii. The convenience fee is \$2.95 if you pay using a checking account. If you pay using a credit card, it is 3.95% .
 - iii. To avoid the convenience fee, you can mail your payment to the lockbox or use your financial institution's bill pay service.

Eric Jones shared that owners should be able to make the payment without the convenience or through their financial institution's billpayer service. The CAM shared that this is not a fee imposed by Don Asher is handled through FrontSteps and their payment platform.

XIII. Schedule next board meeting – February 17 at 1:30 PM – Pool Cabana & TEAMS

XIV. Adjournment – The meeting was adjourned at 11:34 AM by unanimous vote.