

**EMERALD GARDENS HOMEOWNERS' ASSOCIATION
BOARD MEETING**

Wednesday, March 19th, 2025, at 6:30PM
3307 Clark Road Suite #201
Sarasota, FL 34231

APPROVED MINUTES

Call to Order: Meeting called to order at 6:32PM

Determination of Quorum and Proper Notice: Directors, Marc Pavoncello, Dave Bear, Bill Ames-McCormick, Michelle Shiver and Perry Steele were present at the Pinnacle Community Association Management Conference Room. Also, present was Caitlin King from Pinnacle Community Association Management. Notice of meeting was posted in accordance with Florida Statutes.

Approval of Minutes: A ***motion*** was made by Perry Steele to approve the meeting minutes of February 19th, 2025, seconded by Dave Bear. **The motion passed unanimously.**

President Report – Bill discussed new mailbox examples to share with the owners and remaining report is covered in Old and New Business; discussion about on-going work with Phase 2, status of irrigation system, etc. The Welcome Packet will need to be updated.

Finance Report – February financials are attached as part of the minutes.

Manager's Report – The Engage site will be launched this month, the flyer will be both mailed via USPS to all owners and emailed.

Care and Appearance – There was a property walk and (34) letters were mailed out on March 14th and another walk will be done next month to follow up on progress. The driveways need to be pressure-washed, the Board will try to obtain a “group quote” to assist owners with finding a vendor and pricing.

- A ***motion*** was made by Marc Pavoncello to implement the lease application process, seconded by Bill Ames-McCormick. **The motion passed unanimously.**
 - An email blast will be sent out to all owners advising of the new process; current leases will not be required to fill out the application – however, if the property is rented after the current lease expires the new tenant will be required to fill out the application. The lease application will be posted to the website.

Old Business:

- Phase 2 Update; removing all dead plants on property, irrigation update etc.: Discussion was held about what plants/ flowers to install once all plants have been removed. There is a quote from Strong Landscape & Pressure Wash in the amount of \$1,300.00 to remove all of the shrubs, repair the gravel beds along the east and west wall after removal and dispose of all debris.

- A ***motion*** was made by Perry Steele to approve the quote from Strong Landscape & Pressure Wash in the amount of \$1,300, seconded by Dave Bear. **The motion passed unanimously.**

New Business:

- Stop Sign – drivers not stopping at the stop sign: There have been several complaints about drivers speeding through the neighborhood and not stopping at the stop sign at the entrance; install a sign “use caution kids at play” at the deck.
- No Parking Signs – for the lake side: Vehicles parking by the deck cause damage to the sprinkler heads and are a hazard for vehicles trying to come into the community.
 - A ***motion*** was made by Perry Steele to install four (4) no parking signs, seconded by Bill Ames-McCormick. **The motion passed unanimously.**
- Irrigation Reset Quote: There has been one quote received from American Irrigation and one more quote will be obtained before the Board makes a decision.

Adjournment: The meeting adjourned at 8:04PM

Respectfully submitted,

Caitlin King, LCAM