

**BAY FOREST HOMEOWNERS ASSOCIATION, INC.
MINUTES FOR AUGUST 4, 2026 BOARD MEETING**

Call to Order: Tim Moore called the meeting to order at 10:45 AM

Present: Don Bergeron – Vice President; David Shapiro – Director

Zoom: Tim Moore – President; Michael Oconnell – Treasurer; Stacy Hansen - Secretary

Also Attending: Irene Brooks - Assistant General Manager; Jay Malamphy - General Manager; Ray Shaffer – Maintenance Manager

Approval of Previous Board Minutes

- **Tim Moore made a motion to approve the minutes from the previous board meeting (June 30, 2026). Stacy Hansen seconded the motion, and the motion passed 5-0.**

Board Member Reports

- President
 - Spoke about the layout of the back patio project, clubhouse landscaping, and introducing additional events.
- Vice President
 - Discussed sending out a survey to owners to get their opinion regarding spending on various projects and their costs.
- Secretary
 - Appreciated receiving the last board meeting (June 30th) minutes in a timely manner.
 - Advised that she will discuss the quotes for the back patio when it comes up under old business.
- Treasurer
 - Reported that as of 6-30-26, account balances are as follows:
 - Operating: \$283,398.00
 - Reserves: (Res): \$399,188.00
 - Special Assessment (SA): \$1,511
 - T-Bills: \$914,578.00
 - Money Market: \$131,168.00
 - Interest: \$75,214.00 (3.8% return)
- Director
 - Advised that the acoustical panels will be installed soon.
 - Advised that a camera will be installed in the library.

General Manager's Report

- Mentioned that a draft of the 2027 Budget should be completed in about a week.
- Applied to renew the Water Use Permit through SWFWMD.
- Maintenance staff working on irrigation at the Bocce courts, transplanting Spanish bayonet plants in the Vanderbilt Dr. buffer, and pressure washing rain gutters. Also rusted clamps and railings on the Tennis/Pickleball courts are being replaced and maintenance staff will be working on removing the salt residue as well.

- Green Heron coming out on August 19th to begin planting on Bay Forest Drive and anticipating the work to be complete within 4 days.
- Suggested if board is considering dredging the South Lake that it be done before paving the pathways.

Old Business

- Speed Limit Controls (Signs/Speed Bumps/Sheriff)
 - The Board discussed the use of speed limit signs, speed bumps and a sheriff patrol as potential means of reducing speeding.
 - **Stacy Hanson made a motion to form an ad hoc committee; Michael O'Connell seconded the motion and the motion passed 5-0.**
- Part Time Event Coordinator
 - Tim suggested that an events coordinator be hired to expand and coordinate all events and to add more outdoor activities.
 - Don Bergeron suggested adding this item to a community survey.
 - The board decided to table this item until the next meeting.
- Paving Bids
 - Tim provided a brief overview and advised that the Paving Committee is not ready to make any recommendations.
- In-house Landscaping
 - Stacy mentioned there is \$55K-\$75K in the 2026 budget to hire a landscape manager.
 - It was mentioned that there wasn't any traction because the sub-associations didn't appear interested.
 - Don Bergeron suggested to put aside due to lack of interest.
 - Tim Moore made a motion to rescind, however, Stacy Hansen suggested putting this item in a community survey.
- Shade Cover – Pickleball Courts
 - Posts were recommended with a shade cover.
- Clubhouse Rear-Paver Patio
 - Stacy spoke about the bids and shading and explained to Michael O'Connell that the pavers/walkway will be ADA compliant.
 - It was noted that the following items were excluded: the steps, capping the irrigation line and relocating the valve, and conduit for electric and lighting.
 - David Shapiro mentioned the rails need replacing regardless of the patio.
 - Don Bergeron suggested the rear paver patio should be included in a community survey.
- Front Gate Bike Exit Update
 - The Board discussed an exit button for bicyclists. New Tech (gate maintenance company) highly recommended not allowing bicyclists ingress/egress through the vehicle gate for liability reasons.
 - Michael O'Connell and Stacy Hansen advised that they'll come up with ideas.

New Business

- New Plating at the North Lake Pump

- Don Bergeron suggested new plantings at the North Lake pump.
- Excess Boardwalk Funds
 - Michael Oconnell mentioned that excess boardwalk funds will go toward special assessments.
- Southlake Update
 - Tim Moore mentioned we have 2 engineering quotes to assess the south lake.
 - Jay Malamphy mentioned that he believes options to refurbish the lake are limited and that dredging is probably the likely “fix.”
 - David Shapiro advised that the lake is working as it’s supposed to work.
- Replace the Grass Carp
 - **Don Bergeron made a motion to add grass carp to the lakes. David Shapiro seconded the motion and the motion passed 5-0.**
- Reserve Study
 - Michael Oconnel mentioned we are 26.7% funded.
 - Davis Shapiro suggested it’s probably closer to 50%.
 - Michael, Tim, and Jay will be meeting to go over the Reserve Study.
- ARB
 - **Don Bergeron made a motion to approve the ARB application for Bill Cullinane, Tim Moore seconded the motion and the motion passed 4-0. Michael did not vote.**

Open Forum

- Event Coordinator- Suggestions were made to hire a college student/intern part-time or to go out to the community for volunteers.
- Speed Bumps – Suggestions were made to add more speed limit or stop signs to help slow down traffic.
- Inhouse Landscaping- There were questions regarding the landscape manager’s role.
- HOA Fees - There was concern expressed about there being an increase in HOA fees.

Adjournment

- **Don Bergeron made a motion to adjourn the meeting at 12:45 P.M. Dave Shapiro seconded the motion, and the motion passed 4-0. (Michael O’Connell left the meeting early).**