

Edgewood at Everlands Homeowners Association, Inc.
Board of Directors Meeting

Location: Virtual via Zoom

Monday, November 17, 2025

Meeting Minutes

Call to Order – Meeting was called to order by Michael Norrie at 6:30 p.m.

Establishment of a Quorum

Board Members Present: Michael Norrie (President), Cynthia Kushner (Vice President/Secretary), Janet DiStaso (Treasurer). Quorum certified. In addition to the Board of Directors, Property Manager Christina Bush, LCAM from Elite Housing Management and Tammy Zalucky with Elite's Compliance Department were in attendance representing the Association's property management company.

Proof of Notice – Notice of the meeting was posted at the community mailboxes and on the bulletin board at the pool cabana as well as on the Edgewood at Everlands website 48 hours prior to the meeting.

Approval of Prior Meeting Minutes: Tuesday, November 4, 2025

– Motion to approve the meeting minutes by Cynthia Kushner Janet DiStaso, seconded by Janet DiStaso. Approved unanimously.

President's Report (Michael Norrie)

HOA Board President Michael Norrie reminded homeowners that the Association's Annual Meeting will be held on Tuesday, January 20, 2026 for the purpose of electing three Board members. He once again encouraged all interested and qualified homeowners to consider running. Michael said a formal written notice of the Annual Meeting and Election and Notice of Intent" to run forms will be mailed to each homeowner next week.

Michael thanked the Families with Children Committee for all their hard work in putting together the very first Edgewood at Everlands Fall Festival a few weeks ago. The event was very well received, and the Board received a lot of great feedback on the festival from parents and children who attended. The Families with Children Committee has several events planned in the weeks leading up to Christmas, which you will be hearing about soon.

Michael asked our Gate Master Tony Dumler to provide an update on the latest issue with the entrance and exit gates. Tony explained that the City of Palm Bay recently changed the frequency that emergency responders use to remotely open entrance gates when responding to emergency situations in gated communities. Tony explained that this is not a problem on our end

and said the gates will need to remain open to allow access to emergency vehicles. He said the city is working on this and hopes to have the situation resolved shortly.

Treasurer's Report (Janet DiStaso)

Financial Report September 30,2025

Current expenses for the month are

\$26,143.86 with a budget of \$31,443.32 or \$5,299.46 under budget

Variances by category:

Administrative: \$1,145.19 under budget

Gate: \$727.54 under budget

Grounds/landscaping: \$3,131.25 under budget

Misc./contingency: \$1,700.00 over budget (check cashed from Feb, Covered Safety Surfacing)

Pool/Recreation: \$966.73 under budget

Utilities: \$1,028.75 under budget

Year to date expense: period 1/1/25- 9/30/25

\$251,822.65 with a budget of \$282,990.04, \$31,167.39 under budget

Current operating account balance \$128,339.96

Accounts receivable \$5,866.26

Net Income \$5,780.26

Vice President's Report/Secretary's Report (Cynthia Kushner) – No report

Old Business: None

New Business:

Approval of a New Landscaping Contract for 2026

President Michael Norrie said the Board has heard homeowner concerns regarding the quality of service provided by our current landscape vendor, Top Notch, and we had a special HOA Board meeting with management from Top Notch on October 2nd that many homeowners attended.

Michael explained that our contract with Top Notch runs out at the end of December. He said the Board has received bids from four different landscape companies. Top Notch is one of the

vendors that submitted a bid, in addition to Dixie Landscaping (that we previously worked with), Fully Loaded Lawn Service and Byrd's Lawn and Landscape.

Michael explained that the contract initially negotiated with Top Notch really provided the bare minimum level of services in terms of the number of mows, fertilizer, weed and pest control, detail visits and wet checks. Based on the feedback we received from homeowners, most of you felt that what was included in the contract with Top Notch is not adequate for our community. So, we asked for an increase in services to be provided in each of the proposals presented by the four vendors.

We are currently paying \$185,020.00 to Top Notch (not including mulch service and palm tree pruning, which are separate)

The proposal that Top Notch submitted for 2026 came in at \$189,600...a modest increase of \$4,580 over the current year.

Dixie came in at over \$100,000 more per year at \$291,902.35

We had two companies that we really liked: Fully Loaded Lawn Service and Byrd's Lawn and Landscape.

Fully Loaded put together an all-inclusive annual program totaling \$195,000, covering Lawn Care, Fertilization, Weed Control, Pest Control, Landscaping Maintenance, Mulching, Irrigation Maintenance, and Tree and Palm Trimming. Fully Loaded is a much smaller company, which has its pluses and minuses, but we really liked the owner and the other representative from the company when they came on-site.

Lastly, we had a bid from Byrd's Lawn and Landscape. They submitted a bid for lawn maintenance (turf and shrubs) for \$118,800. This includes mowing weekly in the heavy growing season of April 1st through October 31st. From November 1st through March 30th mowing will be done bi-weekly. The edging of all walk and curb areas will be in concurrence with every other mowing or as inspection requires. All trash will be removed from the grounds per visit before mowing starts. Crews will weed-whack all grass areas inaccessible to their mowing machinery. The air blowing of all walks, rock beds, and paved areas littered in the maintenance process as they go (and not at the end of the day). Weed spraying in landscaping beds will take place once a month. Crews will not blow any material onto lawns, ground cover, or other planted areas. Fertilizer and pest control is factored into the contract at \$25,200 and Irrigation comes in at \$18,000, for a total contract bid of \$162,000.

Byrd will provide mulch service and palm tree trimming annually. Mulching of the common areas at \$10,260 for 180 cubic yards of mulch, and palm tree trimming in the common areas at \$40-\$85 per palm tree.

Top Notch and Dixie, by the way, also both proposed billing separately for mulching and palm tree trimming.

Based upon the feedback we received from homeowners, we believe that it is best for us to separate with Top Notch when their contract runs out at the end of the year. They performed really well the first few months of their contract, but went steadily downhill from about April on.

After meeting with owner Sam Byrd from Byrd's Lawn and Landscape and his business manager, Kristin, who walked the property with us, and speaking with some of their clients, both commercial and residential, we really feel that Byrd's Lawn and Landscape is the best fit for our community. This represents substantial savings from what we're currently paying Top Notch and is also considerably less than the other two bids we received.

Board Action

Michael Norrie made a motion to approve an annual contract with Byrd's Lawn and Landscape at \$162,000 (which includes \$25,200 for fertilizer and pest control and \$18,000 for irrigation) for calendar year 2026. Seconded by Janet DiStaso.

Motion passed unanimously. This contract will take effect January 1st.

Approval of the Annual Operating Budget for 2026

President Michael Norrie explained that approval of the Annual Operating Budget is a Board decision. Once voted upon, the Board, in accordance with Florida Statute 720, will instruct the property management company to ensure that a copy of the approved budget will be available to homeowners, or notice given of where it is to be provided.

During the budget planning process, the Board was able to set aside in next year's budget \$15,000.00 in reserves where there previously were no funds (unfortunately, the prior HOA Board did not put any money in reserves) and added another \$16,210.00 to the \$11,000.00 to our contingency fund for a total amount of \$27,210.00 for contingencies. Additionally, the Board was also able to create a new line item for Tree Replenishment to be funded in the amount of \$15,000 to cover the cost of replacing the remaining 30 trees of the 36 dead or dying trees in the common areas on the perimeter of the property that were removed or knocked down in storms during the fall of 2024.

The Board also set aside an increased amount for legal and professional fees for 2026 from the current \$3,960 allocated for this year to \$25,000 to cover anticipated legal fees.

The budget, as presented for approval at tonight's meeting, ensures that essential services and community amenities at Edgewood will be maintained at the highest standards. It also provides for enhancements and reserves necessary for future needs. The best news of all is that our Operating Budget for 2026 will remain at the same amount of \$377,320.00. Since there is no increase in the Operating Budget for next year, monthly dues will remain at \$196.51 for the coming year.

The Board would like to thank all residents for their input during the budget planning process and for their ongoing support.

Board Action

Michael Norrie made a motion to approve the proposed Operating Budget for 2026 as presented. Seconded by Janet DiStaso.

Motion passed unanimously.

Proposed Speed Limit Change

President Michael Norrie said the Board has received requests from several homeowners to lower the speed limit on our streets from the current 25 mph to 20 or 15 mph. The Board does have the authority to change the posted speed limit and has been soliciting input from residents about the speed limit change for the past couple of months. He said of the 35 email responses we have received from homeowners, 30 of these have been in favor of lowering the speed limit. The Board also received feedback in person from another dozen or so who have also said they would like to see the speed limit lowered. Most of those in favor of lowering the speed limit have said they feel 15 mph is too slow, but they would support a change to 20 mph to help make our community safer.

Board Action

Michael Norrie made a motion that the Board approve lowering the posted speed limit in our community from the current 25 to 20 mph. Seconded by Cynthia Kushner.

Motioned passed unanimously.

Adoption of a Policy Prohibiting Firearms at Public Meetings

Board President Michael Norrie said in recent years, there has been a growing movement among HOA communities nationwide to address safety concerns at public meetings. Edgewood at Everlands is now among the increasing number of communities implementing measures to make these events welcoming and secure for everyone. Michael read aloud the policy below to be considered by the HOA Board of Directors designed to maintain public meetings as safe spaces where residents can freely share ideas, voice concerns, and participate in community decision-making.

**Edgewood at Everlands Homeowners Association
Policy Prohibiting Firearms at Public Meetings**

Purpose

The purpose of this policy is to ensure the safety and security of all residents, guests, board members, and staff during public meetings of the Edgewood at Everlands Homeowners

Association (HOA). The following policy outlines the prohibition of firearms at all HOA sponsored public meetings.

Policy Statement

In order to maintain a safe and welcoming environment, the Edgewood at Everlands HOA strictly prohibits the possession or carrying of firearms—whether concealed or openly carried—at any public meeting or event organized, sponsored, or conducted by the HOA. This policy applies to all individuals, including residents, guests, board members, vendors, and staff, except for duly authorized law enforcement officers acting in the performance of their official duties.

Scope

- This policy applies to all public meetings held in common areas, community centers, or any other venue under the jurisdiction of the Edgewood at Everlands HOA.
- It covers regular board meetings, annual meetings, committee meetings, and any other official HOA gatherings open to the membership or public.
- Exemptions are only granted to sworn law enforcement personnel who are required to carry a firearm as part of their official responsibilities.

Enforcement

- Signage indicating the prohibition of firearms will be posted at entrances to meeting venues as appropriate.
- Individuals found in violation of this policy may be asked to leave the premises immediately and may be subject to further action as determined by the Board of Directors, in accordance with HOA governing documents and applicable laws.
- Repeat violations may result in suspension of meeting privileges or other penalties as outlined by HOA rules and regulations.

Legal Compliance

This policy is intended to comply with all applicable federal, state, and local laws regarding firearms and private property rights. In the event of any conflict between this policy and governing law, the provisions of the law will prevail.

Policy Review

The Edgewood at Everlands HOA Board of Directors will review this policy periodically and may amend it as necessary to ensure continued safety and compliance with legal requirements. Effective Date This policy is effective as of 11/17/2025 and remains in effect until amended or rescinded by the Board of Directors.

Board Action

Michael Norrie made a motion to approve the Edgewood HOA Policy Prohibiting Firearms at Public Meetings as submitted. Seconded by Cynthia Kushner.

Motion passed unanimously.

Ratification of a Variance Request

The HOA Board expedited HOA approval of a variance request by a homeowner to fly U.S. Marine Corps flags in the common area in front of his home at 2140 Imperia Court for the 250th birthday of the U.S. Marine Corps. This decision only requires ratification at a property notice public meeting.

Board Action

Michael Norrie made a motion that the Board ratify the prior HOA approval of a variance request by a homeowner to fly U.S. Marine Corps flags in the common area in front of his home at 2140 Imperia Court for the 250th birthday of the U.S. Marine Corps. Seconded by Cynthia Kushner.

Motion passed unanimously.

IX. Open Forum: (3 min/person max on Agenda items only)

Adjournment

Michael Norrie made a motion to adjourn the meeting at 7:34 PM. Seconded by Janet DiStasto. Meeting adjourned.