

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

765 Veridian Circle, Palm Bay Fl, 32907 – Pool Cabana
Meeting Minutes
Tuesday, July 8, 2025

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)

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 Minutes June 4, 2025 – Motion to approve the meeting minutes by Janet DiStaso, seconded by Cynthia Kushner. Approved unanimously.

Board Reports:

A.) President's Report – Michael Norrie

New Property Management Company

Effective July 1, 2025, Elite Housing Management is now the property management company for Edgewood at Everlands. Michael Norrie provided the following information about Elite, which prides itself in providing hands-on, full-service property management such as:

- Accounting and financials
- Coordinating vendors and the maintenance of common areas
- Enforcing community covenants and restrictions
- Twice monthly property on-site inspections for violations (using a marked Elite Housing Management vehicle)
- Streamlining the Architectural Control process. Elite will collect and process all ACC applications. Once completed the Architectural Review Committee office at Elite will send them directly to the ACC for review/completion.
- Monthly and yearly budgets, statements and delinquent notices
- Maintaining the Association's records
- Maintaining the Elite homeowner's portal. Residents are encouraged to sign up for the portal on the Elite website

Additional Security Cameras to be Installed

It was announced that additional security cameras will be installed in the coming weeks. In addition to

the security cameras that already exist at the community entrance and exit points, extra cameras will be positioned strategically to cover high-traffic areas and vulnerable spots, including:

- Parking lot
- Cabana
- Irrigation system pump houses

The President said the total cost for the purchase of the cameras and installation is \$4,102.00, and there is no cost associated with the camera viewing app. Access to recorded footage will be restricted and will only be accessed by authorized Board members when an incident occurs.

These cameras are to be used exclusively for security and safety purposes. The Board heard concerns from several residents about privacy, particularly at the pool, and though there will be wiring for a camera in the pool area (including the main entrance, side gate, and under the covered area) the Board made a decision not to aim cameras at the pool.

Entrance and Exit Gates

In light of the continual ongoing damage to the gate arms, the associated work involved in pursuing reimbursement from the responsible parties, and the effort required to get the arms replaced, the HOA Board has decided at the recommendation of our property management company to keep the gates open daily from 7:00 am – 7:00 pm. The Board is looking at possible solutions to the issues with the aim of hopefully keeping the gates closed 24/7.

Lawn Maintenance

Recently we have received several complaints from residents about the quality of lawn care provided by our landscaping service Top Notch, including lapses in trimming of shrubs and bushes. Top Notch has indicated that they have had some staffing challenges in recent months, related to changes in the landscaping labor market, which have impacted their services. The new Board President said he has addressed homeowner concerns with the area manager of Top Notch and this vendor will be monitored in the weeks ahead for improvement.

Replacing Trees in the Common Areas

The President announced that the Board has decided that the replacement of dead and missing trees in the common areas will be a top area of focus going forward. Given the expense to replace each tree (approximately \$450), this will be done in increments so as not to strain the operating budget. Tree replacement will be a priority for the remainder of this year and will also be factored into next year's budget. The trees in the common area along St John's Heritage Parkway will be given priority, as these serve as a buffer to the residents and are also highly visible from outside of our community.

Fireworks

The President reminded residents of the declarations that we all signed and agreed to when we moved into this community prohibit fireworks. This past Fourth of July holiday the Board received complaints from several residents about fireworks being shot off, specifically on Imperia Court in the cul-de-sac. As much as we all enjoy holidays like Independence Day and New Year's Eve, we do ask that you be

considerate to your neighbors who may have moved to an HOA community, in part, because fireworks are prohibited. Many of us have pets who are traumatized by fireworks, and we have a lot of veterans who live in the community who may have seen combat, and fireworks can be triggering for them. The President explained that the Board has a legal obligation to enforce the declarations, and notices were sent out to individuals who were reported to be participating in fireworks displays in the neighborhood. It was announced that the Board will be looking at increasing the amount of the automatic fine for residents who violate the prohibition against fireworks from the current \$100 to \$250 as a deterrent.

B.) Treasurer's Report – Janet DiStaso provided the monthly finance report:

Financial Report- May 1-May 31, 2025

Current expenses for the month are

\$39,749.74 with a budget of \$31,321.67 or \$ 8,428.07 over budget

Variances by Category

Administrative: \$2,036.15 over budget

Gates: \$708.04 under budget

Grounds/landscaping: \$4,921.33 over budget

Misc/contingency/improvements: \$2,232.50 over budget

Pool/recreation: \$665.89 under budget

Utilities: \$612.02 over budget

Year-to-date expenses: period 1/1/25 - 5/31/25

\$160,061.26 with budget of \$156,668.35 or \$3,392.91 over budget

Current operating account balance \$105,696.18

Accounts receivable \$3,336.71

Net Income \$395.18

Financial Report- June 1 - June 30, 2025

Current expenses for the month are

\$21,577.51 with a budget of \$31,321.67 or \$ 9,744.16 under budget

Variances by Category

Administrative: \$1,351.39 under budget

Gates: \$48.86 under budget

Grounds/landscaping: \$2,696.71 under budget

Misc/contingency/improvements: \$4,250.00 under budget

Pool/recreation: \$1,654.92 under budget

Utilities: \$257.72 over budget

Year-to-date expenses: period 1/1/25 - 6/30/25

\$181,638.77 with budget of \$187,990.02 or \$ 6,351.25 over budget

Current operating account balance \$110,373.25

Accounts receivable \$2,459.97

Net Income \$10,650.63

C.) Secretary's Report - No report

VI. Old Business - None

VII. New Business

A.) Board of Directors Restructuring – The resignation of former Edgewood at Everlands HOA Board President Tim Paterson last month, and the elimination of another Board position, necessitated a restructure of the Board from five to three members. The Board officially ratified a restructured HOA Board from five to three members comprised of **Michael Norrie**, **Cynthia Kushner**, and **Janet DiStaso**. Motion made by Michael Norrie, seconded by Cynthia Kushner, approved unanimously.

B.) Election of Officers

- Nomination of Michael Norrie as President of Edgewood of Everlands by Cynthia Kushner seconded by Janet DiStaso. Elected unanimously.
- Nomination of Cynthia Kushner as Vice-President/Secretary of Edgewood of Everlands by Michael Norrie seconded by Janet DiStaso. Elected unanimously.
- Nomination of Janet DiStaso as Treasurer of Edgewood at Everlands by Michael Norrie seconded by Cynthia Kushner. Elected unanimously.

C.) **New Advisory Committee** – Families with Children Committee

- The HOA Board voted unanimously to approve a new committee, “The Families with Children Advisory Committee”
- Introduction of the committee members: Tony Dumler, Chrisee Faye Hoolihan, David Hardy, Leo DeMino, and Bryan Terrier
- Meetings will meet on the second Monday of the month
- Anticipated activities for this year include hosting a community Clean-up Day, a Halloween parade (with prizes for the best costumes according to age group), Halloween activities for children, Halloween and Christmas yard decorating contests, arts and crafts for kids, and the introduction of a community Children's Lending Library (painted and decorated by children in the community and

D.) Next HOA Board meeting: Community Conversation – Tuesday, August 5, 2025, 6:30 p.m. at the Pool Cabana. Refreshments will be served. This is a great time for the HOA Board to hear about all your hopes and dreams for our community.

VIII. Open Forum:

- A resident commented that they believe the community's landscaper Top Notch is not utilizing proper equipment as grass clippings are left behind. The President reminded residents that they may submit work orders and address specific lawn issues to Top Notch on the vendor's webpage at: topnotchlawnncareinc.com
- Another resident asked if there is a monthly fee for access to the security cameras. The President reiterated that there is no cost associated with the camera viewing app.
- There was discussion about the entrance and exit gates being open during the day from 7AM - 7PM. Several residents said they would like the gates closed. The President explained that gates were broken 16 times along with non-payment for one damaged gate and said this was a Board decision made in consultation from the property management company. The President reiterated that he will be consulting with different gate companies to explore options that might allow us to keep the gates closed without risking damage to the barrier arms.
- A resident spoke of noticing algae building up in the community pool. Brevard Pools, the vendor who services the pool, will be notified.

IX. Adjournment – Michael Norrie motioned for adjournment. Janet DiStaso seconded adjournment. Meeting adjourned at 7:50 p.m.
