Silver Landing HOA Board Meeting Minutes

Community Pond Assessment Meeting

Date: April 9, 2026
Location: SilverLeaf Amenity Center 1
Call to Order: 6:04 PM
Adjournment: 8:31 PM

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1. Call to Order

The meeting was called to order at 6:04 PM.

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2. Roll Call / Quorum

Board Members Present:

- Kevin Keller – President
- Randy Nelson – Vice President
- Guy Cyr – Treasurer
- Richard Sanes – Board Member
- Ari Leopold – Secretary (arrived at 6:31 PM)

Also Present:

- Mike Murray – Community Association Manager
- Homeowners

A quorum of the Board was confirmed. Management confirmed the meeting was duly noticed.

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3. BrightView Updates

The Board discussed landscaping and irrigation concerns with BrightView representatives.

Items discussed included:

- Soil and irrigation conditions identified as the primary concern
- Memorial area weed conditions reported as under control
- Residents were advised that improvements will take time and patience

The Board reported that issues are currently being managed and monitored.

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4. Approval of Prior Meeting Minutes

The prior meeting minutes were approved by all Board members.

Motion details and second were not stated in the transcript and require confirmation.

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5. Pet Waste Proposal (Agenda Item #11)

The Board discussed the pet waste service proposal.

The proposed monthly cost was modified from $224 per month to $260 per month.

No additional motion details were stated in the transcript and require confirmation.

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6. President's Update

Kevin Keller provided updates regarding irrigation system failures, temporary irrigation lines, broken valves, and ongoing investigations into long-term solutions for the community irrigation systems.

The Board discussed discrepancies between HOA property maps and deeded residential property boundaries. The Board stated it is verifying ownership boundaries with St. Johns County before proceeding with improvements or repairs in certain areas.

The Board also discussed:

- Irrigation issues near the roundabout and common areas
- Additional conduit installation for future electrical service
- Water usage reviews and leak investigations
- Ongoing mapping updates for HOA infrastructure and emergency shutoff locations
- St. Johns County concerns regarding major line breaks
- Installation of safety lighting near the mailboxes
- Installation of GFCI outlets with lockable access boxes
- Planned installation of light shields to reduce light intrusion into nearby homes
- Planned relocation of soccer goals within the park area

- Proposed installation of signage regarding:
    - Park hours
    - Trespassing restrictions
    - Organized sports restrictions
    - Preserve boundaries
- Resident concerns regarding:
    - Noise
    - Privacy
    - Fence access
    - Children crossing through neighboring yards
- Bench installations at designated locations
- Addition of trash receptacles within common areas
- Planned installation of a new community bulletin board at the park for HOA notices, events, and park maps

No formal motions were recorded during the President's Update.

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7. Treasurer's Report

Guy Cyr presented the financial report through the end of February and referenced March financial updates.

Financial Highlights Discussed

- Revenue was reported as approximately $2,000 favorable year-to-date through February.
- Expenses were reported as approximately $30,000 favorable; however, the Treasurer noted this was due to timing and accounting recognition methods.
- The Board estimated actual committed expenditures may place the HOA approximately $40,000 over budget year-to-date.
- Capital improvement expenditures and commitments were estimated at approximately $40,000.
- Legal fee concerns were discussed due to ongoing infrastructure and turnover-related issues.
- The Board previously approved transferring approximately $20,900 surplus funds from 2025 into the current year budget.
- The Board discussed future infrastructure liabilities including:
    - Pond systems
    - Irrigation systems
    - Lighting infrastructure

    - Culverts
    - Playground equipment

Assessments Receivable

- Approximately $80,000 in unpaid assessments was reported.
- Approximately 184 units had outstanding balances.
- Collection efforts and cleanup of prepaid and receivable accounts were discussed.

Community Build-Out Status

The Board reported:

- 978 homes closed out of 1,042 lots
- Approximately 64 units remained incomplete

Additional Items Discussed

- Annual corporate filing completed
- Tax filing extension requested
- Ongoing transition to new HOA software portal
- Formation of a Finance Committee
- Development of reserve planning and five-year financial planning efforts

No formal motions were recorded during the Treasurer's report.

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8. Yard of the Month / Landscape Committee

The Board announced the rollout of a "Yard of the Month" initiative to encourage positive homeowner participation and landscaping improvements.

Landscape planning discussions included:

- Plant recommendations
- Cold-tolerant landscaping
- Future beautification planning

No motions were recorded.

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9. Social Committee Report

Randy Nelson reported on the community Egg Hunt event, estimating attendance at approximately 400 residents and guests.

Additional social activities discussed included:

- Community garage sale planning
- Resident-hosted Pilates classes
- Community movie nights at the park

Motion – Temporary Exception to Park Hours for HOA-Sponsored Events

Motion: Randy Nelson moved that the Board approve a temporary exception to established park hours for HOA-sponsored movie nights and future HOA-sponsored or Board-approved events, subject to conditions including supervision, reasonable noise levels, compliance with community rules, and reasonable end times.

Second: Kevin Keller seconded the motion.

Vote Result: Motion approved unanimously by voice vote.

Motion – Authorization for Movie Night Equipment Purchase

Motion: Randy Nelson moved to approve expenditures not to exceed $756 for equipment related to community movie nights and future HOA events, including speakers and related equipment.

Second: Kevin Keller seconded the motion.

Vote Result: Motion approved by voice vote.

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10. Safety Committee Report

Ari Leopold provided updates regarding:

- Community safety concerns
- Traffic flow impacts from the opening of Courtney Vista and nearby schools
- Potential use of cameras and tag readers
- Parking congestion
- Speeding concerns
- Golf cart and e-bike concerns

The Board discussed limitations on HOA enforcement authority because roads are county-owned.

The possibility of off-duty sheriff patrols was discussed, including estimated costs.

No motions were recorded.

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11. Website Development Update

Ari Leopold reported ongoing development of a community website intended to serve as a centralized communication resource for homeowners.

No motions were recorded.

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12. Pond Engineering and Assessment Discussion

Richard Sanes presented information regarding the previously approved pond engineering and assessment project.

The Board discussed:

- Installation of pond water-level gauges
- Marine surveying services
- Pond depth analysis
- Stormwater infrastructure concerns
- Connections between ponds
- Potential drainage and irrigation deficiencies
- Future pond recertification requirements

The Board stated that engineering and survey work would assist in determining whether infrastructure deficiencies or failures exist.

The Board also discussed:

- Potential legal and turnover concerns with the developer and master association
- Possible statute of limitations concerns
- Ongoing investigation into original engineering plans and infrastructure compliance

Motion – Additional Pond Survey and Gauge Work

Motion: Richard Sanes moved to approve additional work for pond surveys and installation of pond gauges associated with the engineering assessment process.

Second: Guy Cyr seconded the motion.

Estimated Cost Discussed: Approximately $22,000 total project estimate.

Vote Result: Motion approved by voice vote.

Motion – Irrigation Damage Repair Notice to Homeowner

The Board discussed shrub planting and irrigation damage affecting HOA property.

Motion: Kevin Keller moved that the HOA first send notice to the homeowner requesting repairs within a specified timeframe, and if not completed, the HOA would complete the repairs and charge the homeowner accordingly.

Second: Ari Leopold seconded the motion.

Vote Result: Motion approved by voice vote.

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13. School Development and Traffic Concerns

The Board discussed:

- School traffic impacts
- Golf cart path connectivity
- Lack of fencing or landscape buffers near HOA ponds
- Drainage and elevation concerns adjacent to the new school development
- Potential future options regarding nearby utility or easement areas

No formal motions were recorded.

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14. Resident Questions and Open Forum

Residents raised concerns regarding:

- Foreclosed and neglected properties
- Parking congestion
- Speeding
- Golf cart and e-bike safety
- Traffic congestion near schools
- Access to mailboxes during events
- Pond water management
- HOA turnover concerns

The Board and management discussed available enforcement limitations, county reporting options, and legal processes associated with code enforcement and foreclosures.

No motions were recorded.

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15. Adjournment

Motion to Adjourn: Kevin Keller moved to adjourn the meeting.

Second: Ari Leopold seconded the motion.

Adjournment Time: 8:31 PM
