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**BFCA Board of Directors Minutes
Jack McLean Community Center
700 Paul Russell Road
Tuesday, June 24, 2025
6:30 P.M.**

Call to Order and Welcome

The meeting was called to order at 6:30 P.M.

Members and Guests Present

Karen Willes, President; Tracie Priest, Vice President; Nancy Wood, Director

Mary Brand (Treasurer), Karin Brewster, Ranelle Christle, Sue Dinges, John Dowler, Jonathan Fox, Mario Lopez, Maritza Mattos, Margaret McMahon, Patti O'Hay, Mark Okasako, Midori Okasako, George Ohlin, Johnny Richardson, Frank Roycraft, Virginia Sasser, Michael Studer, Michelle Torres, Cindy Vallely, and Fred Willes

Property Manager -- Contact Information

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Old Business

The minutes of the BFCA Board Meeting on Tuesday, May 27, 2025 were approved by email on Wednesday, May 28, 2025 and were sent to the webmaster for publication on the BFCA website – www.blairstoneforesthwa.com .

Hurricane Preparation – City of Tallahassee Hurricane Preparation Information website

<https://www.talgov.com/neighborhoodservices/prep>

Leon County 2025-26 Disaster Survival Guide

<https://www.leonready.com/Portals/5/2025-2026-Leon-County-DSG-Tab-PRINT.pdf>

Long Boardwalk update – Due to the extensive damage to the boardwalk and the cost to rebuild (\$190,000 to replace or \$88,000 to rebuild with new decking but salvage

framing), the motion for Greg Taylor to remove and haul off at a cost of \$13,500 was approved with a vote of 2-0.

Split Rail Fence update – Kiwi Construction was contracted to complete the Split Rail Fence project using \$1,546.32 reallocated from the revitalization budget item no longer needed. Total cost of the project is \$6,452.00; it was board approved using reallocated funds from budget (soft washing, revitalization) and leftover revitalization donation funds.

Pond Infrastructure Project discussion – A motion to accept the Greg Taylor proposal of \$16,500 to remove the pond infrastructure was tabled. Removal would include the bridge, walkways to the bridge, gazebo, and observation deck.

Association Loan discussion – The original association loan vote from earlier in the meeting was tabled and revisited after the Pond Infrastructure Project discussion. When residents realized that there were only two options, either replace the pond infrastructure or remove it, a vote to apply for an association loan passed 2-0. Application does not mean that, if approved, it will be secured. Simply knowing if the association would be approved allows for a more informed decision about the future of the pond infrastructure.

New Business

Fine Resolution & vote

Two fines remain on the BFCA books. The fines were levied for violations that occurred and correct procedures were followed. However, the Covenants were not revitalized until February 2025.

Harriette Hudson, February 2020 -- \$33,128.91 – Tree fine

Cainnon & Kiki Gregg, February 2024 -- \$102.72 – Garbage Can fine

To quote Kristin Gardner, our BFCA attorney – “From a legal perspective, the Covenants were not enforceable at the time that the fines were levied and the violation occurred. The Board will need to vote to move forward with collection or not based on that legal analysis.”

There was a question if, since the association is now revitalized, could the fines be imposed now. That is not the case because the statute of limitations to impose a fine is five years.

The motion to rescind the fines of Harriette Hudson and Cainnon & Kiki Gregg was unanimous.

Brookside/Nestlewood sign update

Signs Now has the new pole and hardware to replace the street sign for the Brookside Blvd/Nestlewood Ln corner. However, construction continues at the 1744 Nestlewood address – the corner entrance where the problem occurred. Until construction is complete, Signs Now will keep the new pole and hardware until such time as it can be replaced without future potential incidents.

At that corner, a resident saw an unknown truck then reported it to the police and to the board. The truck has since been removed and the resident was commended for doing the right thing by calling the police to report it. The truck had a mechanical problem and has been removed. As always, "If you see something, say something."

Split Rail Fences update

6 fences, ~230' total

1700 Silverwood (replaced)

1694 Silverwood (replaced)

1724 Silverwood

(closed off boardwalk entrance)

Brookside Creek north side

(closed off boardwalk entrance)

1743 Nestlewood (reinstalled)

1725 Brookside (repaired)

Kiwi Construction of Tallahassee

\$ 6,452 ended June 6 (5 weeks)

Long Boardwalk update

Work began June 6th at the Silverwood entrance to determine the best approach. The contractor, Greg Taylor Forestry & Mulching, received an initial draw of \$3,500 for expenses. Upon assessment he decided the decking materials could not be salvaged for reuse in future projects. This means debris removal can be completed quicker with heavy equipment when it gets underway.

Scheduling has been a challenge due to weather but he anticipates resuming work by June 27th. Balance of \$10,000 due upon completion.

The estimate for completion of the long boardwalk removal is 3 weeks. To answer a resident's question, the posts will be cut off at the ground (because they are set in concrete) and all debris will be removed daily.

Association Loan update & vote

Until there is assurance that the fines and overdue accounts no longer prohibit BFCA from being accepted for a loan, the loan application will not be submitted by our property manager.

Until such time, either way, the pond infrastructure needs to be addressed. Even if BFCA is eligible for a loan, the pond infrastructure should be removed to proceed either with complete removal or with removal with intent to rebuild with the loan proceeds or by saving money over time with raised assessments.

Kayla McKee, the BFCA Property Manager, has confirmed that all the overdue accounts have been referred to the attorney group for legal action against the delinquent accounts.

Pond Infrastructure update & vote

Spartan Exteriors proposal(s):

Complete removal per the same as Greg Taylor proposal -- \$21,786.00

Rebuild of Observation Deck (if already removed by Taylor) -- \$16,383.20

Removal and Rebuild of Observation Deck – \$19,174.20

Removal and Build of Boardwalk Walkway instead of Observation Deck – \$13,501.00 (if it includes demo of existing Observation Deck)

Residents have asked previously if it would be possible to get insurance for the new infrastructure if it was replaced. Nancy Wood researched it and found that an annual policy would be \$5,600 but that there was an exclusion for wind damage. In addition, Karen Willes had asked the same question of Joe Webster of Spartan Exteriors and was told that boardwalks and docks cannot be insured.

The motion to accept the Spartan Exteriors Estimate 269 for \$21,786.00 was unanimous. Payment will be made through the Emergency Fund and will not require any additional funding for the project. Removal includes the bridge, the boardwalks to

the bridge, the gazebo, and the observation deck. The small bridge that connects the pond lobes and the short boardwalk beside 1721 Silverwood Drive will remain.

With the planned removal, there was a question to ask if there was enough money left in reserve to cover potential storm damage this season. After payment for the removal of the long boardwalk and the pond infrastructure, there will be approximately \$17,000 still available in reserve. Depending on the Spartan Exteriors schedule, removal could begin in 3-5 weeks, or 6-8 weeks if other projects are contracted before our project. The suggestion from Joe Webster of Spartan Exteriors, the earlier the better to get the project done. He added that to wait until "after hurricane season" could become an added expense if there was storm damage that would require debris to be pulled out of the water.

Another resident commented that potential buyers react negatively when they see infrastructure that is closed off because of its condition. Removing the damaged infrastructure will help property values.

Treasurer's Report – Mary Brand

DRAFT									
BFCA Treasurer Rept 2025	Total Budgeted Full Year	Total Spent Full Year	(Over) Under Budget Full Year	January	February	March	April	May	
Corporate Expense									
Corporate Annual Report	61.50	61.25	0.25			61.25			
Insurance Package	2,434.00	0.00	2,434.00						
Account/Income Tax Prep	175.00	0.00	175.00						
Total Corporate Expenses	2,670.50	61.25	2,609.25	0.00	0.00	61.25	0.00	0.00	
General & Administrative									
Community Events	0.00	168.82	(168.82)	25.26	143.56				
Bank Charges	0.00	156.70	(156.70)	35.85	31.35	30.00	29.50	30.00	
Storage Locker	600.00	0.00	600.00						
Website/Domain/Google	1,878.00	775.00	1,103.00	155.00	155.00	155.00	155.00	155.00	
Legal/Professional Fees	3,000.00	385.00	2,615.00				137.50	247.50	
Management Fees	6,000.00	2,000.00	4,000.00				2,000.00		
Mailing 4/yr@130	525.00	0.00	525.00						
Office Expense General	463.75	76.70	387.05		46.44		12.90	17.36	
Total General & Administrative	12,466.75	3,562.22	8,904.53	216.11	376.35	185.00	2,334.90	449.86	
Grounds Maintenance & Operating									
Wood Repair (Boardwalk, Bridge, Fence)	0.00	0.00	0.00						
Pressure Washing	2,900.00	0.00	2,900.00						
Landscaping Contract	7,150.00	3,025.00	4,125.00	550.00	550.00	550.00	550.00	825.00	
Ground Committee	363.75	22.66	341.09			22.66			
Landscape Maintenance General	500.00	0.00	500.00						
Pond Water Quality Management	4,500.00	0.00	4,500.00						
Tree Maintenance	9,000.00	2,500.00	6,500.00			1,500.00	4,450.00	1,000.00	
Ditch/Boardwalk Cleaning	0.00	8,600.00	(8,600.00)			4,150.00	4,450.00		
Total Grounds Maintenance & Operating	24,413.75	14,147.66	10,266.09	550.00	550.00	6,222.66	5,000.00	1,825.00	
Fees/Permits									
Stormwater Management Permit (3yr)	459.00	0.00	459.00						
Backflow Valve Inspection	40.00	0.00	40.00						
Total Fees/Permits	499.00	0.00	499.00						
Utilities									
Utilities	7,000.00	3,173.24	3,826.76	2,509.60		39.36	159.31	464.97	
Revitalization									
Revitalization	5,000.00	1,573.00	3,427.00		412.50	330.00	830.50		
Total Expenditures	52,050.00	22,517.37	29,532.63	3,275.71	1,338.85	6,838.27	8,324.71	2,739.83	
Transfers									
To Infrastructure Savings	10,000.00	10,000.00	0.00						10,000.00
To Emergency Savings	10,000.00	10,000.00	0.00						10,000.00
Net Transfers	20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00	20,000.00	
Totals	72,050.00	42,517.37	29,532.63	3,275.71	1,338.85	6,838.27	8,324.71	22,739.83	
Current Balances 5/31/25									
Operating Fund	40,382.68								
Infrastructure Savings Account	19,377.38								
Emergency Fund	30,119.02								
Prepay	187.29								
Total	90,066.37								

Current BFCA Balances at Bank of America – June 24, 2025

Operating Account – Checking	\$33,257.54
PrePay Account – Checking	\$ 187.29
Emergency Savings Account	\$30,119.02
Infrastructure Savings Account	\$15,877.38
Total Funds at Bank of America	\$79,441.23

The June total reflects the balance after \$3,500.00 was paid to Greg Taylor to begin the removal of the long boardwalk and payment of \$6,452.00 to Kiwi Construction to complete the Split Rail Fences project. Both checks cleared the BFCA Operating Account in June.

Architectural Control Committee Report – Michelle Torres

During the month of June, the ACC received one homeowner request for exterior repairs and improvements. This request was reviewed and approved.

The ACC is currently preparing to send notices to homeowners who are in violation of our community covenants. At this time, two violations have been identified related to nonoperational vehicles.

On the landscaping front, Ashley Jordan from Green Acres replaced the muhly grass in the front entrance beds and added colorful perennial flowers to the side planters. This work was completed at a cost of \$250, which was covered by the \$500 allocated for Landscape Maintenance in the 2025 BFCA budget.

On Monday June 23rd Green Acres pruned overgrown areas around the pond. This included addressing a concern raised by Kim Baxley about obstructed views behind her home at 2778 Red Maple Ridge and removing an invasive tree behind Midori's home to prevent further spread. These efforts also fall within the scope of the Landscape Maintenance Budget.

Pond Report – Midori Okasako

Blairstone Forest Pond Report: JUNE 2025 (Mark & midori Okasako, Roly Torres, Mike Studer)

JUNE

*Scooped floating/ submerged algae and small branches in small lobe (early June)
Applied beneficial bacteria and phosphate reducer treatments in small and large lobes
(early and mid-June)*

*Most recently (June 22), "possible" blue-green algae spots (to be scooped and spot treated with hydrogen peroxide algaecide)
To submit samples of these blue-green algae for cyanobacteria screening
(please note: NOT ALL blue-green algae/ cyanobacteria is toxic)*

Projection into JULY (and into summer and early fall)

To receive test result for cyanobacteria

To request for mosquito fish from Leon County

** Inquiry: To prune overgrown shrubs along pond, to restore unobscured view of pond along pathways*

~~~ FYI . . .

GREEN ACRES has been contracted to professionally manage vegetative growths on our pond pathways; therefore, it is no longer necessary for pondside residents to mow pond pathways by their properties.

~~~ PLEASE . . .

*. . . **DO NOT DISPOSE OF** leaves, tree debris, mowed grass/weed clipping, plastic bags (e.g. with dog poop), beverage bottles/cans/cups, food, cigarettes, etc. into our pond*

*. . . **BE CARING, BE KIND to our wildlife** that depend on our neighborhood's natural environment, particularly the pond area. Our forest/pond environment is also their habitat (home).*

THANK YOU for your cooperation

Concerns or Questions by Association Members

There was a Pond Report question regarding the company that will analyze the upcoming water quality test. The response was that a sample will be submitted to Natural Waterscapes.

Michael Studer commented on the overgrown foliage over the sidewalk when turning from Brookside Blvd to Blair Stone Road. Trace Priest is going to contact the City of Tallahassee to request that they be removed as, at this point, turning onto Blair Stone Road is unsafe. In addition, Michael wants residents to be aware of invasive plants in the neighborhood and to be educated about plants that are beneficial and those that should be removed.

The next scheduled meeting of the BFCB Board of Directors is planned for 6:30 P.M. on Tuesday, July 22, 2025, at Jack McLean Community Center at 700 Paul Russell Road. Note that this meeting is one week earlier because Jack McLean Community Center is closed on July 29.

Meeting Adjourned at 7:49 P.M.