

BFCA Board of Directors Minutes
Jack McLean Community Center
700 Paul Russell Road
Tuesday, February 24, 2026 at 6:30 p.m.

Call to Order and Welcome at 6:32 p.m.

Members and Guests Present

Nancy Wood, President; Mark Okasako, Vice President; Karen Willes, Treasurer

Ranelle Christie, John Dowler, Melodie Gardner, Maritza Mattos, Maggy McMahon, Midori Okasako, Fred Willes

Property Manager - Contact Information

Kayla McKee

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Old Business

The minutes of the BFCA Board Annual Meeting on January 27, 2026 at 7:30 p.m. were unanimously approved by email on Saturday, January 31, 2026 and were sent to the webmaster for publication on the BFCA website – www.blairstoneforesthwa.com.

New Business

Note: For discussion, the order of topics was revised slightly from the published agenda.

FRONT ENTRANCEWAY TEMPORARY REPAIR COMPLETED.

The planter boxes at the entrance driveway have been severely damaged from being hit by vehicles and lack of maintenance. On 01/31/2026 the Board authorized work for a \$225 quote to reinstall damaged siding in order to maintain the appearance until a future plan is approved. Work was completed 02/03/2026 by Seminole Property Solutions.

BROOKSIDE FENCE REPAIR UPDATE – COMPLETED.

The fence between Brookside Blvd and Orange Avenue is badly damaged from years of wear. At the 01/27/2026 meeting, the Board authorized work for a \$8,750 quote to replace 320' of barrier fencing. A deposit of \$5,000 was paid for materials and work began 02/10/2026 by Pierce Fencing. During work the huge fallen tree mass was cleaned up and piled at the road for haul off soon. The fence was completed on 02/24/2026 and the balance due of \$3,750 was approved for payment.

“FORT” REMOVAL UPDATE.

Two structures were recently discovered in the woods, built using lumber by dismantling a Leon County fence. This was reported as trespassing and vandalism to TPD (Case # 2026-00008185 filed 1/16/26). On 02/12/2026 the Board unanimously approved a \$300 quote by email for work to tear down and haul off the structures. Work is expected to be completed during the week of 02/23/2026 by Pierce Fencing.

NEW BOARD MEMBER CERTIFICATION.

Florida law has a requirement to obtain a certificate to serve on the board of directors for a homeowner association. Mark Okasako completed the state mandated course on 02/17/2026 and provided the certificate. He submitted a BFCA signed certification form and both will be posted on the website.

NEW VOLUNTEER WAIVER FORMS.

BFCA uses licensed contractors for all primary services except pond maintenance, which is performed by resident volunteers who serve on the Pond Committee. Each volunteer submits a waiver form (Hold Harmless Agreement) to the Board that designates the specific volunteer work to be performed on BFCA common property. To maintain coverage under the volunteer insurance policy, the form is voted on and the approved work is recorded in the meeting minutes. The form is dated and expires after one year.

A motion was approved by the Board to continue coverage for the residents who head the Pond Committee, Midori Okasako and Mark Okasako. (Vote was 2 to approve with Mark abstaining). Their forms will be submitted within 7 days to finalize approval and will reflect the pond management activities as discussed at the meeting.

Forms reflecting activities for other volunteers are expected to be submitted at the next board meeting.

SURVEY UPDATE.

Encroachment onto BFCA property was recently discovered along the northern edge adjacent to the Indianhead Acres neighborhood. A boundary survey is required to legally document the BFCA property line for any enforcement. Quotes were received from 2 companies for boundary survey to include encroaching objects: \$3,500 quote from A.D. Platt Land Surveyors (informal) and \$4,200 from Meridian Surveying (formal). After discussion it was decided to obtain a formal quote from A.D. Platt to present for a vote at the next meeting.

BEAVER ACTIVITY.

Activity was first observed on 02/15/2026 on the pond bank behind 1699 Silverwood Drive. Further monitoring has shown evidence of activity at other sites but no beavers have been seen. Three beaver trappers were contacted and two have replied. One (Daniel Dungey) requires BFCA to obtain its own permit and charges \$550 to eliminate the beavers (usually takes 2 weeks). The second (Scott Salter with Critter Control) said his company has its own permits and cannot quote charges until he sees the area (usually 1 week at a time). After discussion it was decided to continue monitoring to see if activity increases since it is currently minimal.

[LINK TO REPORTS INCLUDING:](#)

Treasurer's Report – Karen Willes
Architectural Control Committee Report – Kayla McKee
Pond Report – Midori Okasako

CONCERNS OR QUESTIONS BY ASSOCIATION MEMBERS.

A resident inquired about the status of the path where the long boardwalk used to be that extends through the woods between Brookside and Silverwood. There is continued interest in some form of restoration to make it usable as a walking path while recognizing the reality that it is a wetlands area that frequently has standing water. A quote will be obtained to spread a stabilizing material over the path surface like gravel.

The next scheduled meeting of the BFCA Board of Directors is planned for 6:30 p.m. on Tuesday, March 31, 2026, at Jack McLean Community Center at 700 Paul Russell Road.

Meeting Adjourned at 7:45 p.m.