

**BFCA Board of Directors Minutes
Jack McLean Community Center
700 Paul Russell Road
Tuesday, August 4, 2026 at 6:30 p.m.**

Call to Order and Welcome at 6:30 p.m.

Members and Guests Present

Nancy Wood, President; Mark Okasako, Vice President; Karen Willes, Treasurer;
Ranelle Christle, John Dowler, Llona Geiger, Maritza Mattos, Maggy McMahon, Midori Okasako,
Tracie Priest, Frank Roycraft, Virginia Sasser, Andrew Schaefer, Jackie Schaffer

Property Manager - Contact Information

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Old Business

The minutes of the BFCA Board Meeting on Tuesday, 6/30/2026 were unanimously approved by email on Thursday, 7/02/2026 and were sent to the webmaster for publication on the BFCA website – www.blairstoneforesthoa.com.

New Business

GRANT OUTCOME.

A grant application was submitted in June for the 2026 Leon County Neighborhood Recognition Program. BFCA has won this award for Small Neighborhood of the Year twice before. Unfortunately we did not win it this year. Thank you to Llona Geiger for submitting it.

ENTRANCEWAY REPAIR.

On July 2, a truck operated by a resident's lawn service company hit the center planter box in the driveway center and damaged the wood siding. The damage was repaired on July 23 for \$300 by Seminole Property Solutions, the same contractor we used to repair similar damage 6 months ago. The Board is attempting to recover the cost of damages by filing an insurance claim through the lawn service company's insurance provider.

ENCROACHMENT ACTIVITY UPDATE.

The survey completed in May for BFCA identified 3 properties along Wekewa Nene in neighboring Indianhead Acres with structures that encroach on BFCA land to varying degrees. An encroachment notice was sent by our attorney on 6/16/2026 by certified mail to each owner. All three property owners have responded and the issues are being reviewed in coordination with the Apalachee Land Conservancy (ALC) to determine how to proceed. A tentative resolution has been reached in each case and we hope to finalize this matter by the next board meeting.

POND COMMITTEE MEMBER

A Volunteer Waiver Form was submitted for Preston Earley to serve as a pond committee member. [To maintain coverage under the Volunteer Insurance Policy held by BFCA, the form is voted on and the approved work is recorded in the meeting minutes and is subject to annual renewal.]

Vote approved 2-0 to add Preston Earley to the Pond Committee. (Mark Okasako recused himself)

DISCUSSION TO NOT ALLOW FLOOR NOMINATIONS AT ANNUAL MEETING 1/26/2027

The By-laws provide that nominations from the floor may be allowed at each year's annual meeting. Last year the Board voted not to allow floor nominations for the 2026 meeting and the election process went more smoothly and efficiently than in previous years. A resident shared her understanding of the history: that floor nominations were intended to be used to address the problem, if it arises, that there are no nominee names available on the election ballot.

Vote approved 3-0 to not allow floor nominations at the annual meeting 1/26/2027.

COVENANTS VIOLATION

The ACC presented an unresolved covenants violation to the Board for consideration. A violation letter (third notice) was sent on June 10 for exterior maintenance regarding the lack of repair to roof damage from the tornado in 2024. There has been no reply from the homeowner. If the Board votes for a fine, the matter will be referred to the Fine Review Committee which will meet to uphold or rescind it.

Vote approved 3-0 to impose a \$100 fine.

NOLA UPDATE. [Notice of Late Assessment]

At last month's meeting the Board reported that of the 9 notices sent in June for nonpayment of the 2026 assessment, 6 accounts were still unpaid. Another one was paid in July, leaving 5 accounts outstanding at this point. The Board gave careful consideration to the circumstances in each case. Referral to the BFCA attorney will result in a Notice of Intent to Lien being issued.

- A. NOLAs were delivered with receipt confirmed on 6/15/2026 for the following 3 delinquent accounts and no reply was received:

1741 Brookside and adjacent vacant property (2 lots owned by the same owner)
1748 Brookside

Vote approved 3-0 to refer these accounts to the attorney for handling.

- B. In response to the NOLA, a request was received by the Board on 7/9/2026 to consider a payment plan due to temporary financial hardship from the owner at 1735 Brookside.

Vote approved 3-0 to allow a grace period of 60 days to pay in full with no additional interest. After that period, any unpaid balance will automatically be referred to the attorney for handling.

C. In response to the NOLA, a partial payment was received on 6/26/2026 from the owner at 2779 Red Maple Ridge. No explanation was given why the remaining amount was not paid.

Vote approved 3-0 to send a final statement by certified mail with 30 days to pay the balance due. After that period, any unpaid balance will automatically be referred to the attorney for handling.

TREASURER'S REPORT PRESENTED.

BFCA Bank Account Balances at Bank of America as of 8/4/2026:

Operating Checking -	\$ 56,653.85
Prepay Checking -	\$ 150.00
Emergency Savings -	\$ 8,338.03
Infrastructure Savings -	<u>\$ 37,992.32</u>
Total in all accounts -	\$103,134.20

ACC REPORT PRESENTED.

POND REPORT PRESENTED.

[LINK TO REPORTS PRESENTED: Click Here](#)

CONCERNS OR QUESTIONS BY ASSOCIATION MEMBERS.

Residents discussed concerns with the health and condition of trees in the neighborhood. To address this, Nancy Wood recently contacted a certified arborist to discuss the options available for tree risk assessment and hazard mitigation practices. Pricing information will be compiled and presented at the next board meeting for budget and assessment planning. It was clarified that a tree risk assessment paid for by BFCA would only include trees located on common ground, not residential properties (homeowners are responsible for their own). Mitigating risk and potential damage from trees on common ground typically means cutting off the top of a tree to reduce it to a safe level of height; the tree top remains on the ground and the trunk pole is left standing. Both serve as a useful habitat for the wildlife and helps lower the cost of tree maintenance.

Recurring damage to the planters at the entranceway was discussed with a common understanding reached that the driveway needs major work in order to widen it. Various plans and associated costs have already been compiled, and the matter will be revisited for a decision and budget planning.

THE NEXT SCHEDULED MEETING of the BFCA Board of Directors is planned for 6:30 p.m. on Tuesday, August 25, 2026, at Jack McLean Community Center at 700 Paul Russell Road.

Meeting Adjourned at 7:57 p.m.