

Shadow Run



Shadow Run Homeowners' Association, Inc.

Board of Directors Meeting Minutes

IN PERSON: Riverview Public Library,

Community Room A, 9951 Balm Riverview Rd., Riverview, FL

VIA ZOOM: Meeting ID: 848 3423 7073 Passcode: 451550 Dial in: 305-224-1968

APPROVED

July 9, 2025 at 7:00 p.m.

Transcriptionist Note: Please note that the minutes as transcribed contain only motions and items requiring action by the Board of Directors. They do not contain discussion unless specifically requested to be made a part of the record.

I. CALL TO ORDER

Etienne Nortje called the Shadow Run Homeowners' Association, Inc. Board of Directors meeting to order at 7:00 p.m. on July 9, 2025.

II. ROLL CALL – NOTICE OF MEETING

Directors Present:

Ashley Falvey

David Tsang

Etienne Nortje

Lisa Tackus

Michelle Pearson

Lee Alexander

Directors Absent:

David Parker

Staff Present:

Dawn Archambault, CAM

Guests:

Steve Loori

Richard Conger

Karen Greaves (Zoom)

Shelly Terrelonge (Zoom)

Quorum was present.

The notice of meeting and agenda was posted as required by the documents and Florida statutes.

III. APPROVAL OF MEETING MINUTES

A motion was made by Ashley Falvey to approve the May 29, 2025 Board Meeting Minutes as presented. **The motion was seconded** by Michelle Pearson. **Motion passed**, unanimous, all in favor.

IV. ARCHITECTURAL REQUESTS

1 12624 Lake Hills Drive – Entryway Pavers

Motion made by Lisa Tackus to approve the application request for the entryway pavers as presented.

Motion 2nd by Ashley Falvey. **Motion passed**, unanimous in favor.

2 11205 Kerry Hills Court – Windows and Roof

Motion made by Lisa Tackus to approve the application request for the windows and roof as presented.

Motion 2nd by Ashley Falvey. **Motion passed**, unanimous in favor.

3 12918 Shadow Run Blvd. – Pool

Motion made by Lisa Tackus to approve the application request for the pool as presented. **Motion 2nd** by Ashley Falvey. **Motion passed**, unanimous in favor.

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V. MONTHLY UPDATES/REPORTS

- Finance/Treasurer – Ashley Falvey presented the June 30, 2025 balance sheet.
- Common Grounds – Etienne Nortje presented the report. There has been vandalism at the dam and four temporary locks had to be purchased through Amazon. Ashley Falvey instructed CAM to code the expenditure to Common Grounds. **Motion made** by Etienne Nortje for the additional expenditure of \$150 monthly to treat the biohazardous materials. **Motion 2nd** by David Tsang. **Motion passed**, unanimous in favor.
- Welcome – Lisa Tackus and Michelle Pearson presented the report. Welcome packets will be distributed again in the first week of August. Swag is always needed from small business owners. Lisa Tackus mentioned 11301 Donneymoor taking ten months to show up on the Owner Transfer Report.
- Social – Lee Alexander presented the report. The next community function will be the Halloween event to be held on October 25, 2025, the Saturday before Halloween.
- Cameras – David Tsang presented the report. The reported RV that was shot was unfounded and appeared to be rocks hitting the windshield.
- Dam – Etienne Nortje presented the report.

VI. MANAGEMENT COMPANY

Dawn Archambault briefed the Board on the Management Report.

- Violations (In Board Packet):
- Legal (Provided in Board Packet): **Motion made** by Ashley Falvey to escalate the six accounts to liens. **Motion 2nd** by Michelle Pearson. **Motion passed**, unanimous in favor.

VII. UNFINISHED BUSINESS

- None

VIII. NEW BUSINESS

- Account 5733 – Owner Request – Payment Due Date Extension to July 17th – No board decision as the due date has been extended for all owners to September 1, 2025.
- Account 5562 – Sellers Agent Request – Waiver of Partial Fee Amount to Facilitate Sale Transaction Involving HUD – **Motion made** by Ashley Falvey to waive 50% of the legal fees, \$1,149.81. **Motion 2nd** by Michelle Pearson. **Motion passed**, unanimous in favor.
- Account 5687 – Owner Request – Board Discussion of Violations and Proposed Remediation Timeline – **Motion made** by Etienne Nortje to grant a 90-day extension to the owner to remedy the violation. **Motion 2nd** by Ashley Falvey. **Motion passed**, unanimous in favor.

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- Discussion of Late Fee Date - **Motion made** by Ashley Falvey for the 2025/2026 annual dues due date to be September 1, 2025. **Motion 2nd** by Etienne Nortje. **Motion passed**, unanimous in favor. An email blast will be sent out.

IX. NET MEETING DATE

- September 17, 2025 – (Riverview Public Library), 7 p.m. and via Zoom.

X. PROPERTY OWNERS – Agenda Items (3 minutes)

- Steve Loori inquired about submitting his Architectural Request for a building to store his vehicles and will be submitting his plans once known.

XI. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:16 p.m.

Respectfully submitted for the Secretary,
These minutes were approved on Aug 21, 2025.

Signed Etienne Nortje
Etienne Nortje (Aug 21, 2025 10:00:33 EDT)

Printed Etienne Nortje