

# Shadow Run



**Shadow Run Homeowners' Association, Inc.**  
**Board of Directors Meeting Minutes**  
**IN PERSON: Riverview Public Library,**  
**Community Room 108, 9951 Balm Riverview Rd., Riverview, FL**  
**APPROVED**  
**October 15, 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 October 15, 2025.

II. ROLL CALL – NOTICE OF MEETING

<u>Directors Present:</u>	<u>Directors Absent:</u>	<u>Staff Present:</u>	<u>Guests:</u>
Ashley Falvey	None	Dawn Archambault, CAM	Christian Cok
David Parker			
David Tsang			
Lee Alexander			
Etienne Nortje			
Lisa Tackus			
Michelle Pearson			

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 August 21, 2025 and September 17, 2025 Closed Board Meeting Minutes as well as the September 17, 2025 Board Meeting Minutes as presented. The **motion was seconded** by Lisa Tackus. **Motion passed**, unanimous, all in favor.

IV. ARCHITECTURAL REQUESTS

1 12624 Lake Hills Drive - **Paint**

**Motion made** by Michelle Pearson to approve the application request for the paint as presented. **Motion 2<sup>nd</sup>** by Lee Alexander. **Motion passed**, unanimous in favor.

2 11307 Sandpine Drive – **Fence**

**Motion made** by Michelle Pearson to approve the application request for the fence as presented. **Motion 2<sup>nd</sup>** by Lee Alexander. **Motion passed**, unanimous in favor.

3 12911 Shadow Run Blvd. – **Solar Panels**

**Motion made** by Michelle Pearson to approve the application request for the solar panels as presented. **Motion 2<sup>nd</sup>** by Lee Alexander. **Motion passed**, unanimous in favor.

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4 11205 Tralee Drive – **Fence**

**Motion made** by Michelle Pearson to approve the application request for the fence as presented. **Motion 2<sup>nd</sup>** by Lee Alexander. **Motion passed**, unanimous in favor.

5 11302 Hoot Owl Court – **Windows and Doors**

**Motion made** by Michelle Pearson to approve the application request for the windows and doors as presented. **Motion 2<sup>nd</sup>** by Lee Alexander. **Motion passed**, unanimous in favor.

## V. MONTHLY UPDATES/REPORTS

- Finance/Treasurer – Ashley Falvey presented the September 30, 2025 balance sheet.
- Common Grounds – Etienne Nortje presented the report. The west entrance flag pole rope was replaced.
- Welcome – There is no report. The welcome packets will be delivered to the new owners quarterly.
- Social – Lee Alexander presented the report. The next community function will be the Halloween event to be held on October 26, 2025, the Sunday before Halloween. There will be a planning session announced in preparation of this event.
- Cameras – David Tsang and Etienne Nortje presented the report. Email communication is taking place weekly with FLOCK Safety. FLOCK Safety is implementing a new AI tool which is not 100% reliable nor is it 100% failing. The FLOCK Safety renewal is due in the Summer of 2026. This will be placed on the February Agenda to start the discussion thereof.
- Dam – Etienne Nortje presented the report. The fence line was sprayed so the Turners Edge invoice will be a little higher than normal. The area will be inspected in late November to early December. After Thanksgiving the dam water level will need to be lowered one and a half feet to two feet which takes a lot of manual labor.

## VI. MANAGEMENT COMPANY

Dawn Archambault briefed the Board on the Management Report.

- Violations (In Board Packet): There are none that are being recommended for escalation this month.
- Gate Extension Request – **Motion made** by Etienne Nortje to approve a 90-extension for homeowner account 5261 to install their fence gate. **Motion 2<sup>nd</sup>** by David Tsang. **Motion passed**, unanimous in favor.
- **Motion made** by Etienne Nortje to approve mailing a letter to homeowner account 5890 requesting that they don't operate a business out of their residence as excessive traffic, receiving of goods and a semi-fork lift have all been observed in the early morning hours of the morning.

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The verbiage will be shared with the board prior to mailing it out. **Motion 2<sup>nd</sup>** by Lisa Tackus. **Motion passed**, unanimous if favor.

- Legal (Provided in Board Packet): **Motion made** by Etienne Nortje to escalate the homeowner violations which consist of the second through the sixth homeowner accounts listed on the management report.. **Motion 2<sup>nd</sup>** by David Tsang. **Motion passed**, unanimous in favor.

## VII. UNFINISHED BUSINESS

- None

## VIII. NEW BUSINESS

- None

## IX. NET MEETING DATE

- November 17, 2025 – (Riverview Public Library), 7 p.m.
- No December Meeting


## X. PROPERTY OWNERS – Agenda Items (3 minutes)

- There will be a townhall meeting scheduled for January or February 2026 for further discussion of a leasing amendment which would take a membership vote with at least 75% in favor to pass.

## XI. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:28 p.m.

Respectfully submitted for the Secretary,  
These minutes were approved on Nov 20, 2025

Signed  Printed Etienne Nortje

Etienne Nortje (Nov 20, 2025 11:22:11 EST)