

Bayview at the Township
Board of Directors Meeting
Open Session Minutes
4131 Coral Tree Cir, Coconut Creek, FL 33073
January 6, 2026 7:00pm

Call to Order / Verification of Quorum

President Emmanuel A. called the meeting to order at 7:00 PM.

Board Members Present:

- Emmanuel Alvarado – President
- Jose Guerra – Vice President
- Arleen Fromer – Director
- Nancy Gainer – Treasurer
- Tiffany Taylor – Secretary

Management Present:

- Jim (J&L Management)

Board Members Absent:

- None
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Approval of Minutes

Motion: Approval of the September, 2025, meeting minutes

Approved by: Emmanuel A.

Seconded by: Arleen F.

Vote: All in favor – Motion passed

Bayview at the Township

Board Meeting Minutes

New Business

1. Maintenance Overcharge

Residents who were overcharged have been issued reimbursement checks. The overcharge resulted from a system glitch in which a portion of the prior year's maintenance fee remained in the system in addition to the current maintenance amount. This issue affected residents enrolled in auto-pay. There will be no late fees assessed for the month of January.

2. Painting Parking Spots

The Board approved reallocating funds originally designated for pavement sealcoating to instead be used for painting parking spots and replacing concrete parking blocks. Sealcoating was previously completed in the community but did not last as expected. For this reason, funds were reallocated without requiring a membership vote. This project is anticipated to be completed within the current year.

3. Replanting / Tree Trimming

Final plants will be removed from the community, and the arrival of new plants is expected shortly.

There are currently three to four trees on the property that are dying and cannot be revived; these trees will be removed and replaced with new plantings.

The landscaping project will be completed in phases, beginning with replanting in front of the buildings and parking lot areas. Tree removal and replacement will occur last.

Tree trimming will be selective and limited to trees close to the buildings. Perimeter trees will only be trimmed if necessary.

Property management will also explore trimming the cypress trees located near the

lake. Cypress trees are protected by the state and require approval before any work is performed.

4. Pool Fence Update

Once the pool fence permit is approved, Michael will begin removing the existing wood structure surrounding the pool.

5. Storm Drain Update

Storm drains were cleaned, inspected, and certified. A five-year permit has been issued.

6. Bulk Area Improvement

Board members requested that property management explore options to improve the appearance of the bulk area.

Jim suggested adding rocks; however, the Board agreed that small rocks would not be effective and preferred installing a concrete slab in the area.

Homeowners' Open Forum

Resident Requests and Discussions:

- Residents on auto-pay are not receiving advance payment notifications from ClickPay showing the amount to be charged. Property management was unaware of this issue and will follow up with ClickPay.
- A resident noted reports on the Facebook portal regarding difficulty reaching the 24/7 guest registration line. Property Manager Jim confirmed the line is operational and that he receives messages sent to that number.
- The clubhouse will now be open during Michael's working hours. Residents may use the clubhouse by contacting a board member to have the doors opened.
- A resident reported a recurring light outage on the third floor of his building, which occurs after rainfall. Jim will investigate the issue.

Unfinished Business

None.

Adjournment

With no further business, the meeting was adjourned at 8:00 PM.

- **Motioned by: Emmanuel A.**
 - **Seconded by: Jose Guerra**
 - **Vote: All in favor – Meeting adjourned**
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**Respectfully Submitted,
Tiffany Taylor
Recording Secretary
*Bayview at the Township***