

Heron Bay Board of Directors Minutes

Monday, October 20, 2025

-Meeting called to order and determination of a quorum at 9:00am.

-Board Members Present: Al Camp, Donna Cook, Melanie Munn, Kevin Thorsten & Amy Zaremski

-Ashley Miller, RealManage Homeowners' Association Representative, also in attendance

-Motion made and seconded to approve agenda. Motion carried unanimously.

-Motion made and seconded to approve the September 15, 2025 meeting minutes. Motion carried unanimously.

Oral Communications to Board:

-Two property owners participated via call-in to provide feedback to the board.

Unfinished Business:

Guardrail Replacement:

-Motion made, seconded, and unanimously approved to discuss this potential 2026 capital project at the annual meeting in November. Board to vote in December 2025.

Short-term Home Rentals:

-Board to continue working with RealManage and legal counsel to draft a resolution with guidelines for short-term rentals.

Short-term Rental of HOA Deeded Boat Slips:

-To be discussed at future date. No formal action taken.

New Business:

-None

Reports:

Committee Reports:

-Reports provided from Architectural Review Committee (ARC), Common Property Committee (CPC), & Social Committee.

Treasurer's Report:

-Review of all account balances & budget documents for 2025 annual meeting.

Executive Session began at approximately 10:50am.

Return to Regular Session at approximately 1:15pm.

The October HOA Board Meeting was adjourned at approximately 1:15pm.

The next meeting of the Heron Bay HOA Board will be Monday, November 17, 2025.

Heron Bay CPC Minutes

8, October 2025 / 7:00 PM / Club House

Attendees

Brian Kurzel-Chairman, Joe Pleasant-Vice Chairman, David Ruby, Vicki Pleasant-Secretary, Charles Humphrey, Janna Grant, Lisa Erdner, Melanie Munn-Board Chairman, Sheldon Moss, Kevin Thorsten, Board Treasurer.

Absent: Brad McLain, Robin Link

Minutes

The September 2025 CPC minutes were reviewed and Joe moved to approve and David provided a second with all in agreement.

Committee Reports

Landscaping (Joe) - Ward completed aeration, seeding and fertilizer for the fall. Ward provided a quote to trim trees around the boat lot. \$1,000. Will get another quote from Mike Champion.

Trails (Robin) - Brian is meeting with a potential contractor to obtain a quote on the cost to repair the bad areas in the concrete walkway. The total damaged area is 6,532 sq.feet and a quoted price of \$22,000. Sheldon blew off the leaves and debris from the trails.

Boat Storage (David) - David provided the Board with a cost of \$5,500 to replace all the railroad ties. This will be included in the 2026 budget. David has Champion fence manager coming to provide quote and plan for the gate repair.

Club House (Charles) - All is good. Brian is exploring the options and cost to replace the electronic entry system at the clubhouse. Carpet needs to be cleaned. Joe and Vicki will try to clean spots and if that does not work they will let Charles know and he will contract with a service for cleaning.

Gate House (Charles) - All good.

Gate (Brian) - All is good. Brian has provided the Board with a quote to replace all the hinges on both entrance and exit gates and this will be done this year.

Piers (Janna) - All good. Minor issue with Dock B but this has been resolved.

Signs & Streetlights (Lisa) Lisa will purchase a "Do not leave Package Here" sign to be placed at the gate house for Federal Express and Amazon. Several packages have been left at the gate house. One streetlight is out and Lisa will let the Utility company know.

Ponds () - Nothing to report.

OLD BUSINESS

1. The Board has developed a policy and expectations of owners on trees that fall in the common areas. This will be distributed to the owners. Mike Chappell has been asked to identify trees that need to be taken down close to the common areas. Owners will be told of any trees on their property that need to be addressed.
2. Discussion on the budget for 2026 included the amount proposed for landscaping and boat storage railroad ties and gate repair.

NEW BUSINESS.

Brian will be going off the Common Properties Committee and also the Chairman position in 2026. Lisa indicated she will also go off the committee. A new Chairman will need to be elected during the upcoming months.

Adjournment

Meeting was adjourned with a motion by Charles and seconded by David.



Architectural Review Committee (ARC)

Meeting Minutes

Date: October 7, 2025

6:00 PM – Heron Bay Clubhouse

Attendees:

Brad McLain – Chair

Henry Munn

Taylor Harrington

Al Camp – HOA Board Liaison

Minutes:

Assign Minutes Taker -Taylor Harrington

Presentation:

Business Session:

Approve – Previous Meeting Minutes

New Business:

Lisa Thortsen - ARC Member 2026

Old Business:

Construction Project Status - New Homes

- Beach - 181 Kingfisher
 - Construction is In-Progress
 - Landscaping - Email received on 9/8/25, plants being IDed for plan.

- Caldwell - 219 Whisper Lake
 - Design Change Form completed on 8/21/25.
 - Construction is In-Progress.
- Cunningham - 354 Badin View
 - Stakeout was conducted and APPROVED on 8/25/25.
 - Construction is In-Progress
- Duffell - 199 Heron Bay
 - New Construction documents submitted on 10/2/25.
 - ARC notified Cunningham of missing items in packet.
- Freeman 379 Whisper Lake
 - Stakeout was conducted and APPROVED on 5/30/25
 - Construction is In-Progress.
- Haylett & Rhodes - 176 Mallard
 - ARC has APPROVED Engineering review.
 - Owner requested 11/3/25 date for Stakeout Review.
- Heston / Menard - 121 Kingfisher
 - Stakeout was conducted and APPROVED on 8/2/24
 - Construction is In-Progress.
- Holloway - 170 Bayview
 - Construction is In-Progress.
 - Landscaping Plan APPROVED on 2/28/25.
- Intorre - 224 Badin Lake
 - Stakeout was conducted and APPROVED on 9/4/25
 - Construction is In-Progress.
- Khan - 235 Badin View
 - Stakeout was conducted and APPROVED on 5/21/25
 - Construction is In-Progress.

- Klyn - 205 Kingfisher
 - Stakeout was conducted and APPROVED on 11/13/24
 - Construction is In-Progress.
- LeClair - 179 Mallard
 - ARC approved Design Changes on 4/24/24
 - Construction is In-Progress
- Moss - 121 Badin View
 - Stakeout was conducted and APPROVED on 6/25/25
 - Construction is In-Progress.
- Nance - 200 Heron Bay
 - Stakeout was conducted and APPROVED on 8/25/25.
 - Construction is In-Progress
- Pegram - 141 Bayview
 - New Construction documents submitted on 10/1/25.
 - ARC notified Pegram of missing items in packet.
- Wall - 610 Pearl Bay
 - ARC granted a 25ft Front Variance for Initial house design.
 - New House Design now requires new variance evaluation.

Projects: Other than New Homes - (Short Form Submittal)

- Barto - 145 Kingfisher - **Brush Clearing and Lot Clean Up**
 - ARC was notified of project complete on 9/20/25.
 - Project has been COMPLETED
- Clark 179 Pearl Bay - **Tree Removal**
 - ARC approved on 3/24/25 and verified still active on 9/20/25.
 - Once project is completed, ARC can conduct the Final Inspection

- Cooke - 121 Waterview Ct. – **Shoreline Stabilization**
 - ARC approved on 3/24/25 and verified still active on 9/20/25.
 - Once project is completed, ARC can conduct the Final Inspection
- Deese & Hall – **Tree Removal**
 - ARC was notified of project complete on 9/27/25.
 - Project has been COMPLETED
- Floyd - 147 heron Bay – **Lot Clean Up / Dead tree removal**
 - ARC was notified of project complete on 9/20/25.
 - Project has been COMPLETED
- Futlon - 588 Pearl Bay - **Irrigation / Retaining Wall**
 - ARC was notified of project complete on 9/20/25.
 - Project has been COMPLETED
- Grant - 129 Pearl Bay – **Tree Removal**
 - ARC was notified of project complete on 9/20/25.
 - Project has been COMPLETED
- Hall - 137 Whisper Lake – **Flagpole**
 - ARC approved on 7/18/25 and verified still active on 9/20/25.
 - Once project is completed, ARC can conduct the Final Inspection

Harrington - 637 Whisper Lake - **Landscaping**

- ARC approved Submittal on 3/24/24 with inquiry made on 9/20/25.
- Once project is completed, ARC can conduct the Final Inspection

Hogue/Bryan - **Roof ReShingle**

- ARC was notified of project complete on 9/20/25.
- Project has been COMPLETED

- Lampese-Tamburro - 118 Whisper Lake - **Swim Spa Screening - Lot 149**

- Project has been open for a year as of 9/22/25.

- Project will be closed and reopened if project is to move forward.

- Lee - 146 Chersonese - **Grading & Retaining Wall**

- ARC approved on 4/23/25 and verified still active on 9/20/25.

- Once project is completed, ARC can conduct the Final Inspection

- McLain - 602 Pearl Bay - **Ext Stain/Paint and Cable Railing**

- ARC was notified of project complete on 9/20/25.

- Project has been COMPLETED

- Morgan - 113 Mallard – **Irrigation / Walkway**

- ARC was notified of project complete on 9/20/25.

- Project has been COMPLETED

- Patton - 116 Summer Lake - **Pool & Landscaping**

- ARC approved on 4/23/25 and verified still active on 9/20/25.

- Once project is completed, ARC can conduct the Final Inspection

- Thompson - 685 Whisper Lake - **Path to Dock**

- ARC approved on 6/10/25 and verified still active on 9/20/25.

- Once project is completed, ARC can conduct the Final Inspection

- Wilson - 193 Kingfisher - **Landscaping / Water Flow Control**

- ARC approved Submittal on 8/17/24 with inquiry made on 9/20/25.

- Once project is completed, ARC can conduct the Final Inspection

Adjourn

