Oak Hollow Homeowners Association, Inc.
Board of Directors Meeting Minutes

Date: 6 March 2025

Call to Order: 9:30 AM by Ann-Marie Brown.

Board Members Present: ☑ Ann-Marie Brown, President
☑ Ann Markey, Vice President and Treasurer
☑ Russell Case, Secretary

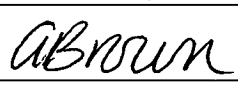
Quorum: ☑ Yes, ☐ No (Majority = 2, Bylaws Article V, Section 3)

Proof of Notice: ☑ Yes, ☐ No

Oak Hollow Homeowners Association, Inc.
Meeting Sign-In Sheet

Meeting Type: Board of Directors Meeting

Meeting Date: 6 March 2025

Lot	Last Name	Signature	Lot	Last Name	Signature
1	Potter		14	Sloan	
2	Miller		15	Roggio	
3	Formet		16	Herman	
4	Elkins		17	Bedard	
5	Poling		18	Castillo	
6	Pena		19	Worth	
7	RLC Land Trust		20	Brown	
8	Gonsalves		21	Brown	
9	Bosley		22	Wolfe	
10	Hosler		23	Colangelo	
11	Kuhns		24	Schmitz	
12	Thomas		25	Markey	
13	Mahgoub		26	Weighill	

Oak Hollow Homeowners Association, Inc.
Proof of Notice

The undersigned agent of the Oak Hollow Homeowners Association, Inc. states that notice of the 6 March 2025 meeting of the Board of Directors was noticed by Posting.

Under the penalties of Perjury, I declare that I have read the foregoing and the facts stated in it are true.

Brown

Agent

3/6/2025

Date Signed

1. Approve the minutes of the 16 February 2025 Board of Directors meeting:

Approve	Reject	Abstain	Director
✓			Ann-Marie Brown, President
✓			Ann Markey, Vice President and Treasurer
✓			Russell Case, Secretary

All board decisions requiring a vote must be recorded in the minutes (Florida Statutes 720.303(3)).

2. Approve roof shingles for 573 Kelly Green Street.

Approve	Reject	Abstain	Director
✓			Ann-Marie Brown, President
✓			Ann Markey, Vice President and Treasurer
✓			Russell Case, Secretary

Notes: CertainTeed Burnt Sienna

3. Approve tree removal in front yard for 650 Kelly Green Street.

Approve	Reject	Abstain	Director
✓			Ann-Marie Brown, President
✓			Ann Markey, Vice President and Treasurer
✓			Russell Case, Secretary

Notes: Removal is conditionally approved upon application and approval of a tree removal permit by the City of Oviedo.

Issues:

1. Estoppel fees were paid by the member directly to the attorney. Therefore, any payments made by the HOA will be reimbursed.
2. Pump Repair process started.

Adjournment: 9:33 AM.

Landmark® Series

Designer Roofing Series

Landmark, shown in Weathered Wood

certainteed
SAINT-GOBAIN

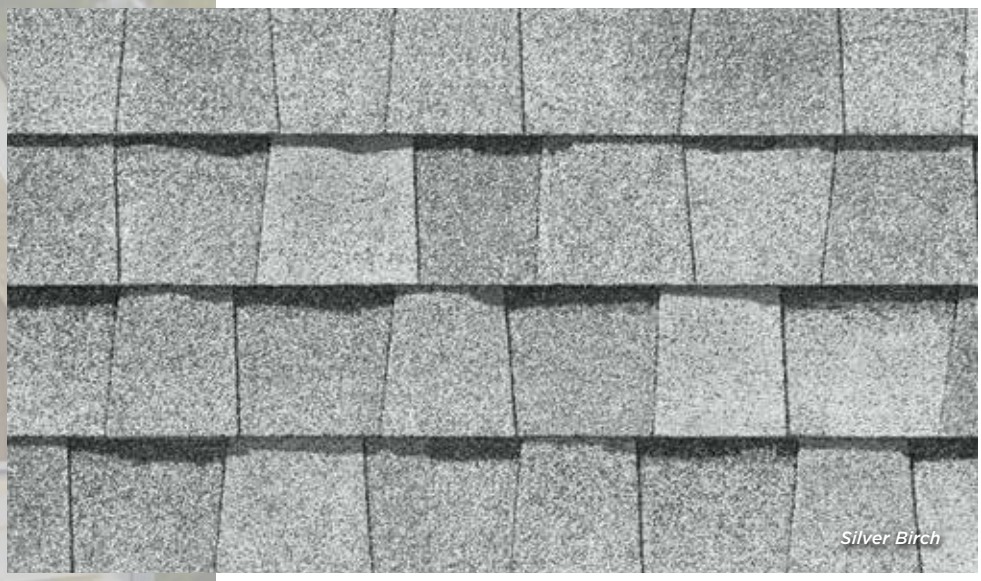
SAINT-GOBAIN

The Trusted Classic

LANDMARK®

Owning a Landmark roof brings peace of mind. Landmark's dual-layered construction and exceptional durability provide long-lasting protection for your home.

- Dual-layered for extra dimensionality and protection from the elements
- Offers the widest array of colors in the industry
- Independently certified as meeting the highest quality standards for roofing



Silver Birch

Scan code for more information

Landmark, shown in Silver Birch

See next page for full color palette.

LANDMARK® COLOR PALETTE


Silver Birch


Cobblestone Gray


Georgetown Gray


Pewter


Moiré Black


Charcoal Black


Resawn Shake


Mojave Tan


Hunter Green

Colonial Slate

Weathered Wood

Driftwood

Burnt Sienna

Heather Blend

Sunrise Cedar

Arbor Report
March 5, 2025

Sean & Brandee Elkins
650 Kelly Green St.
Oviedo, Fl

Re: Tree Health and Risk Assessment for one (1) live oak (*Quercus virginiana*).

Scope:

Services were retained to assess the health and risk for one (1) tree located at 650 Kelly Green St., Oviedo, Fl. (Figure 1).

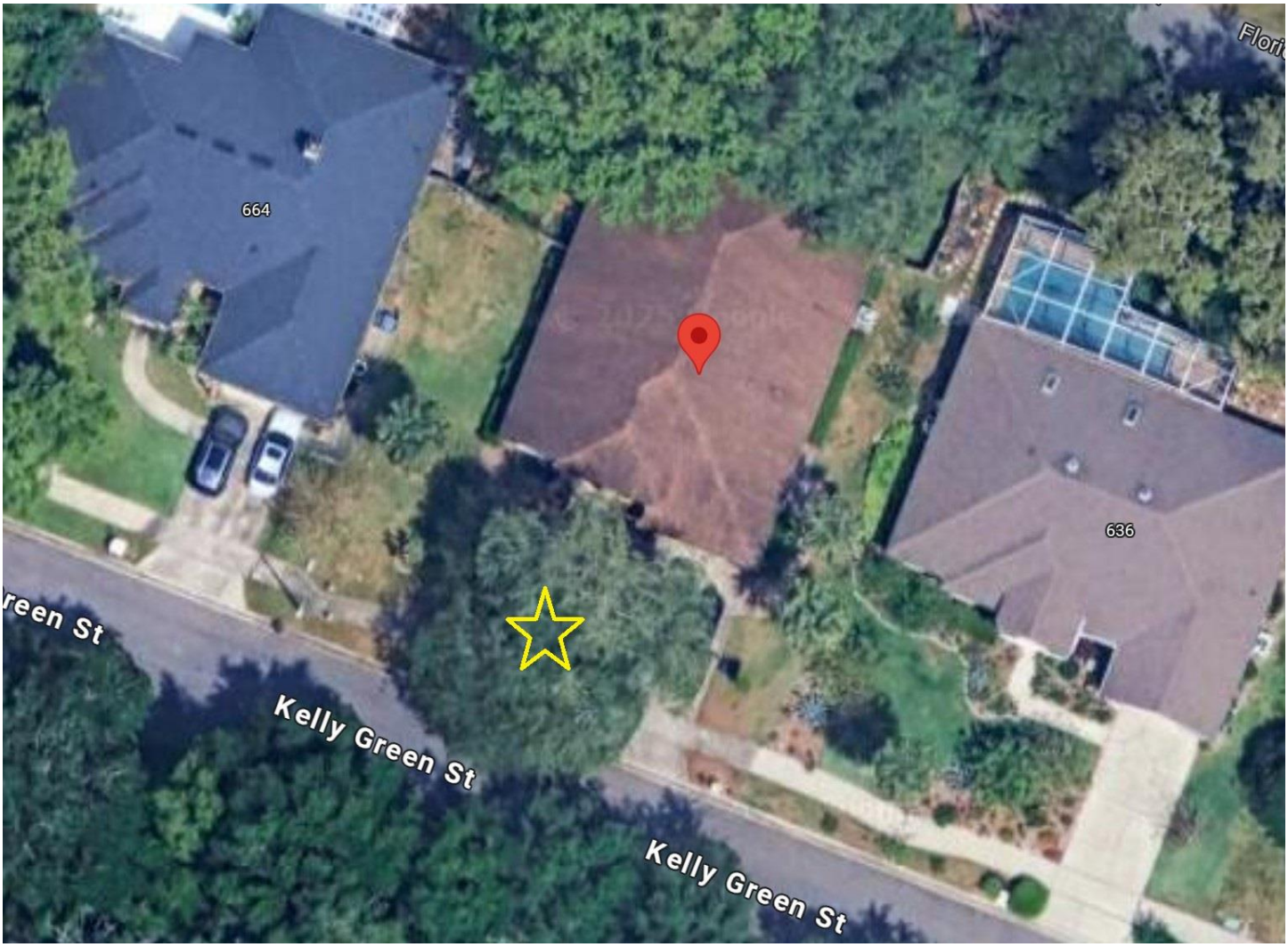


Figure 1. Aerial view and tree location.

This tree was identified to species and visually inspected using a Level 2, Tree Risk Assessment as defined by the **International Society of Arboriculture (ISA)**. This level of inspection includes a 360-degree visual evaluation of the tree from top to bottom including a review of the crown, trunk, root flare, and above-ground roots to look for structural defects, decay, pests, and disease.

This tree was measured for Diameter at Breast Height (DBH) using a standard forestry DBH tape or field calipers. Tree height was estimated using a clinometer and / or tangent height gauge. **Live Crown Ratio** (LCR) was estimated using aerial imagery, ground observation and / or a convex spherical densiometer. LCR is a

useful measurement to indicate tree vigor using a ratio of crown length to total tree height or the percentage of a tree's total height that has foliage.

Risk and liability determinations include location to potential targets such as building structures, automobiles, streets, sidewalks, and nearby utilities. The **Level 2 Inspection** is used to help determine three main categories of risk: **Likelihood of Failure** (Imminent, Probable, Possible, and Improbable), **Likelihood of Impact** (High, Medium, Low, Very Low), and **Consequences of Failure** (Severe, Significant, Minor, Negligible). Together, these three risk categories can be used to help the property owners in making decisions for pruning and / or removal.

Observations / Discussion:

This tree is approximately 30' tall with a DBH of 24" and a LCR of around 60%. This tree is growing in front of the home, adjacent to the driveway. Several lateral roots have undermined the driveway and sidewalk causing them to crack and buckle.

The homeowner wishes to remove this tree before it gets too large, to eliminate the risk of it failing and impacting the home during a tropical storm or high wind event. This tree poses an unacceptable risk for the homeowner. Height reduction pruning is not a practical solution for this tree. Reducing the height and lateral limbs would remove most of the living canopy of the tree and may accelerate decline. Canopy pruning would not alleviate damage being caused by the roots.

Tree risk assessment does not consider root impacts to infrastructure in the ratings and only documents these impacts in this report. Cutting away lateral roots and excavating beside this tree could cause it to be poorly anchored and unstable. Options to mitigate root damage would be to do canopy reduction pruning followed by root pruning with a Dosko outside the home. Once the roots have been pruned and the canopy reduced, a geotextile root barrier could be installed next to the foundation to deflect new roots, preventing future root impacts. **Root pruning** using a **Dosko** or **Vermeer root pruner** is recommended to cut away roots that are impacting underground utilities and infrastructure such as foundations, water and sewer lines. Mechanical root pruning can also be used to safely clean-cut underground roots that are lifting sidewalks and cracking pavement. This allows the tree to easily heal and compartmentalize cut roots and regenerate new roots to re-stabilize the tree. A geotextile root barrier can be installed around repaired sidewalks, foundations, conduit or utilities after the roots have been cut away to deflect new roots.

Any tree can fail under extreme weather events such as hurricanes and tornadoes. The following risk categories are standardized ratings that follow the **International Society of Arboriculture, Tree Risk Assessment Guidelines**. These ratings are based on available targets in which the tree could impact if it were to fail. The **Likelihood of Failure** rating in this report is for a 2-year time frame from the date of inspection.

Conclusion / Risk Ratings:

The categories of risk for this tree:
Likelihood of Failure – Possible
Likelihood of Impact – High
Consequences of Failure – Significant
Potential Targets – Home
Overall Risk Rating – Moderate for home

Tree Risk Assessment Evaluation Matrices and Definitions provided by the International Society of Arboriculture, Tree Risk Assessment Qualification Training:

***Matrix 1*. Likelihood Matrix.**

Likelihood of Failure	Likelihood of Impact			
	Very Low	Low	Medium	High
Imminent	Unlikely	Somewhat Likely	Likely	Very Likely
Probable	Unlikely	Unlikely	Somewhat Likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat Likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

***Matrix 2*. Risk Rating Matrix.**

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very Likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat Likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

Likelihood of Failure	Likelihood of Impact	Consequences of Failure
Imminent: Failure has started or is most likely to occur in the near future, even if there is no significant wind or increased load.	**High:** The failed tree or tree part is likely to impact the target.	**Severe:** Serious personal injury or death, high-value property damage, or major disruption of important activities.
Probable: Failure may be expected under normal weather conditions.	**Medium:** The failed tree or tree part could impact the target but is not expected to do so.	**Significant:** Substantial personal injury, moderate to high-value property damage, or considerable disruption of activities.
Possible: Failure may be expected in extreme weather conditions, but it is unlikely during normal weather	**Low:** There is a slight chance that the failed tree or tree part will impact the target.	**Minor:** Minor personal injury, low to moderate - value property damage, or small disruption of activities.
Improbable: The tree or tree part is not likely to fail during normal weather conditions and may not fail in extreme weather conditions.	**Very Low:** The chance of the failed tree or tree part impacting the specified target is remote.	**Negligible:** No personal injury, low - value property damage, or disruptions that can be replaced or repaired.

Risk Tolerance

Risk tolerance is the amount of risk you are willing to accept. Different people have varying amounts of risk they will tolerate. You will have to decide your own risk tolerance and decide on a course of action for this tree.

Risk Mitigation Options

There are a few options that can be considered for mitigation to lower your risk for this tree.

1. Prune to reduce the length of lateral branches and tree height by 30%. Reducing the height and length of lateral branches that cover targets could reduce the risk from **Moderate** to **Low**.
2. Do nothing and continue to monitor the tree with regular inspections.
3. Remove the tree. This would eliminate all risks.

SINCERELY,

Ray Jarrett

Ray Jarrett
Biologist / Arborist
ISA Certified Arborist FL-5343A (Nov 2005)
ISA Tree Risk Assessment Qualified (TRAQ)

ASSUMPTIONS, LIMITING CONDITIONS and DISCLAIMER

My inspection was a ground based visual inspection that sometimes includes a sounding test with a mallet to detect decay. The inspection was limited to defects that can be seen while standing on the ground. There may be defects below ground or in the canopy that were not visible from this perspective. These hidden defects may result in the failure of branches, trunks, or roots. No other trees on this property were inspected other than those specifically addressed in this report. Trees and plants are living things and are subject to an array of potential health problems, abiotic factors and unpredictable weather that can cause healthy trees and plants to fail. Information provided in this report is for consideration; and is based on my professional experience, formal education, and methodologies of the International Society of Arboriculture, ISA. Ultimately the client must use their own judgment and decisions but may consider these recommendations.

Technical Literature References

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Documentary Photographs: