

Villages of Valencia Homeowners Association, Inc

Regularly Scheduled Board Meeting Minutes for July 20th 2023

Minutes of July 20th 2023 Board of Directors Regularly scheduled meeting held at VFW Post 2391
6184 US Highway 1 South St. Augustine, FL 32086

1. **Call to Order** - Victor DePallo called the meeting to order at 2:00 PM July 20, 2023

2. **Proof of Notice** - Proof of notice was posted

3. **Roll Call**

Victor DePallo – President

John Hart – Vice President

Harold "Kim" Shailer – Treasurer / Secretary

4. **Quorum Established** - A quorum of the Board was present

5. **Approval of Minutes** - Previously distributed minutes listed below were approved by unanimous consent.

a. 4 May 2023 Board Meeting

b. 16 May 2023 Town Hall meeting

c. 22 May 2023 Executive Board meeting minutes authorized for release.

6. **Committee Reports:**

a. Treasurer -

1. The funds in our accounts appear as they should be. Reserves funds of over \$300,000 are placed with a consortium of banks, assuring each account is within the FDIC insurance limits. Interest we are receiving currently is under .5%. I will initiate the process of moving an appropriate amount into one year CDs.

2. Assessments - Our Assessments are divided into three separate cost centers. Common, Townhouse, and Duplex. We ALL pay the **common area assessment**, currently about \$153 per quarter. This \$153 is included in the Townhouse and Duplex quarterly payments. Funds over the \$153 paid by Townhouse and Duplex owners are for maintaining and savings (RESERVES) mostly for new roofs and painting. Single Family Detached (SFD) home owners are not paying for Townhouse or Duplex property specific items..

b. ARB Everything is running smoothly , per chairperson Nick Arens

c. Buildings & Grounds

1. Janitorial services for the pool area. The board is expecting Leland to get quoted and get a company under contract soon.

2. Dog stations from March 2023 meeting - The Building and Grounds Committee in a prior meeting provided the Board a letter on this issue. The consensus view on this subject is to let the matter go.

3. Access control via Modesto FPL right of way (John Hart) - NON HOA owners are trespassing and using the FPL right of way as access to their property and a 4 wheeler play area. A HOA member group recently placed a cable and sign at north access in an attempt to stop through travel. Further actions will be discussed with our HOA attorney.

d. Levante Way Conservation Area No Trespassing Signs Committee From Jan 2023 (President DePallo) - Signage in this and other areas such as the east boundary behind La Mancea is being discussed. The HOA's 100 plus acres of common areas and preserves presents concerns. Whether signs would do any good deserves further discussion.

e. T-Mobile Committee From January 2023 (President DePallo) T-Mobile made a proposal to the HOA about a year ago. We recently had our manager respond. This matter is not being pursued.

f. Construction Defect Litigation update. Discuss interaction with legal counsel from Jan 2023 (President DePallo) - This is for DreamFinders constructed Townhomes and Duplexes is ongoing. No new developments.

g. Management change Committee From January 2023 (President DePallo) - Leland has provided a new CAM. An effort is being made by Leland to address issues presented in the May Special meeting.

h. Rental properties, Rules & Enforcement Committee From January 2023 (VP Hart) - The HOA has about 13% rentals. High rental levels affect Insurance and property appraisals. The HOA declarations have some controls. The rental committee is establishing further procedures and a cohesive plan. Board is meeting next to discuss legal methods to regulate rentals.

Ratified
Kim
8 July
2023

APPROVED
24 July 2023

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- i. Reserve Transfer Case \$43,000 recovery lawsuit February 2023 (President DePallo) - Our books show a Developer loan from the reserves. Our attorney has taken initial steps asking for payment. Board is meeting with the HOA attorney about this next week.
- j. Amounts for non board/contract spending. From March 2023(Kim Shailer/President DePallo) - How much money can be spent without Board approval? Management under our contract is allowed to spend up to \$1000 without approval. The question is, should this concept apply to board officers? The board is discussing this.
- k. Boardwalk Committee From April 20, & 16 May 2023 meetings (President DePallo) - Maintenance is needed. There are some funds in the current operating budget for repairs. The board President and Management are actively pursuing this.
- l. Pavilion Replacement – From April 2023 & 16 May 2023 meetings (President DePallo) - Pavilion was removed due to safety concerns. Development of a plan for future replacement is in the process.
- m. Street Lighting on Modesto Committee (VP John Hart) - Lighting was not in the developer's county approved plans. Investigation is in progress to remedy this.
- n. County takeover maintenance of VOV streets (VP John Hart) - It was recently discovered that even though the roads are on the tax records as county owned, many have not been taken over for maintenance. John is in the process motivating the County takeover.
- o. Dryer Vent Cleaning, Amistad - (President DePallo) - There is some concern about this issue in multi unit buildings. More discussion needed
- p. 4th of July Holiday Pool Incident, Summary of actions (President DePallo) - President DePallo published a newsletter email blast about this issue on July 6th and reviewed the issue for the meeting.

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7. Consent Agenda Vote:

Motion was made by Kim Shailer and was seconded to approve ratification of the below 5 Consent Agenda items.

Motion passed with three yes votes and zero no votes.

- a. Ratify the Board Email Vote to approve estimate #1094 from C Buss Enterprises for \$1,144.36 to repair handicap pool access chair
- b. Ratify VOV entrance sign beautification - Approve estimate and plan
- c. Ratify Mulching Amistad property fronts and entry ways of Amistad and Modesto. Estimate #7489, 4/11/23; Money is currently IN BUDGET; Includes 1 CY per Unit = 80 CY Total, on Amistad = \$4,000. Includes 30 CY on Modesto = \$1,500. *Implement immediately.*
- d. Ratify Villages of Valencia monument sign beautification. Estimate #7488, 4/11/23
Approve for up to \$2,000; Money is currently IN BUDGET; Must submit a Landscape Plan per our ARB rules. Coord w Victor. Implement this Fall 2023.
- e. Ratify Palm tree trimming of 24 palms at pool and sign; Estimate #7487, 4/11/23; Money is currently IN BUDGET. Approve for \$840. *Implement immediately.*

8. Unfinished Business:

- a. Amenity Reservation Form –

Motion By Kim Shailer and was seconded to approve previously distributed Amenity Reserve Form and its \$50 fee.

Form and fee approved with three yes votes and zero no votes.

- b. Change to Cash flow Reserve funding / Pooled Funding -

Motion was by Kim Shailer and was seconded to:

Establish pooled accounts of Association Reserve funds for each of the cost centers by creating three separate Reserve Accounts. One for the Townhome property specific Reserve funds, one for Duplex property specific Reserve funds, and one Common Reserve funds that are not homeowner property specific funds. Monies received for reserves after August 1st 2023 shall be placed into these accounts as appropriate and monies shall no longer be placed in existing accounts.

Motion passed with two yes votes and one no vote.

- c. HOA account signatories and non Board expenditure limitations - Treasurer will initiate establishing signatories as described in section IX of the HOA's DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS. Voting on other signatories and Board Officer expenditure limitations was agreed to be postponed. (Treasurer)

- d. Gutter Cleaning - in Townhouses. - The president has initiated investigation into the question of , is gutter cleaning a HOA task, and has received an initial estimate of \$9,000 for the work. This is a budget discussion item.

This item was postponed. (President DePallo)

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9. New Business:

- a. Road maintenance - This issue was reviewed in item n of the above reports section.
No action taken.
- b. Recouping Repair costs from Owners for damage caused by owners, renters, and other persons legally on property. No motion necessary. Management under authority of our governing documents, should make necessary repairs and if it is found damage was caused by owners, renters, and other persons legally on property, repair costs should be recovered from the property's owner as permitted by our governing documents.
No action taken
- c. Establish Attorney meeting -
Kim Shailer motioned and was seconded to meet with HOA attorney to:
 1. Have the HOA Attorney draft and send a letter regarding some Captain's Pointe property owners encroaching onto and trespassing into VOV HOA property. Specifically #'s 764, 766, 768 Viscaya Blvd. Including Yellow hummer FL DCTR LV
 2. Follow up on litigation for \$43k misappropriated reserve funds.
 3. Discussion on legal methods to better regulate rental of VOV units.

Motion approved with three Yes and zero no

- d. Appoint Directors to Board Posts -

Motion made by Kim Shailer and was seconded to appoint and reaffirm Directors and terms as follows:

1. Appoint Joseph Ciaramitaro to the term ending October member meeting 2023
2. Reaffirm John Hart to the term ending October member meeting 2023
3. Appoint Brandon Jeans to the term ending October member meeting 2024
4. Reaffirm Victor to term ending October member meeting 2024
5. Appoint Kim Shailer to the term ending October member meeting 2025

Motion passed with three yes and zero no's

10. Next Regularly scheduled Meeting Date -

Tuesday, August 8th, 2023 6:30 PM at the St. Johns County Library, SE Branch.

11. Motion was made to Adjourn. President DePallo adjourned the meeting at 3:27 PM.

Prepared by Secretary Kim Shailer