

**THE VILLAGES OF VALENCIA  
HOMEOWNERS ASSOCIATION, INC.**

**Minutes of Board of Directors  
January 31, 2023  
Special Board Meeting**

Minutes of the Board of Directors **Special Meeting** of the Villages of Valencia, held at the St. Augustine Shores Riverview Club in St. Augustine, Florida at 2:00 pm on January 31, 2023.

**1. Call to Order**

Victor Depallo called the meeting to order at 2:00 pm

**2. Proof of Notice**

Proof of notice was posted

**3. Roll Call**

Board members present:

Victor DePallo – President

John Hart – Vice President

Kim Shailer – Treasurer

Sophie Hanson – Secretary

Christine Gehring – Member

**4. Quorum Established**

A quorum of the Board was present

**5. Approval of Minutes – January 24, 2023 Special Board Meeting**

**Kim Shailer made a MOTION to approve the Minutes as submitted. Christine Gehring SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

**6. Old Business:**

**A. Vendor Contracts**

General Liability Insurance Broker

- The Board agreed to accept proposals in addition to the one forthcoming from Thompson Baker Agency up until February 7, 2023. At the February 21, 2023 Board Meeting each agency will present a short 5 minute presentation. The Board is to decide sometime in March whether to change policies.

Pool Contract

- The Board discussed the Arsenault proposal agreement as well as how best to track inventory of chemicals and vendor log in hours. Sophie Hanson

reported that Leland CAM Jim Roche is working to get two more proposals plus Greenway is submitting one. Sophie Hanson explained the difference between Certified Pool Contractor and Certified Pool Operator. Cleaning of the pool bathrooms was discussed. Christian Gehring suggested a VOV resident as long as licensed and insured. **Kim Shailer made a MOTION to form an Ad Hoc Committee to include Sophie Hanson and John Hart to research janitorial services for pool bathrooms and report back at February 21, 2023 Board Meeting which would allow time for other proposals. Sophie Hanson SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

#### Management Contract

- Kim Shailer stated that four proposals have been obtained and that the matter was still in the hands of the Ad Hoc Committee with a preliminary decision to be made by September 2023.

#### HOA Legal Counsel

- Victor DePallo expressed support for St. Johns Law Group after meeting with Sophie Hanson to compare two Law firms. **Kim Shailer made a MOTION for the Board to review the St. Johns Law Group Agreement, provide suggested edits, and then Victor DePallo and Sophie Hanson meet with the Attorneys to sign the new contract agreement. Sophie Hanson SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

#### **B. Volunteer Committees Roles & Responsibilities**

**Kim Shailer made a MOTION to approve the Volunteer Committees Roles & Responsibilities as drafted by Sophie Hanson. Victor DePallo SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

#### **C. Riverview Club Meeting Room Agreement/Schedule**

Kim Shailer proposed a schedule for 2023-24 Board meetings to be held at the St. Augustine Shores Riverview Club with the three meeting dates already scheduled at the St. Johns County Library SE Branch incorporated into the 2023 schedule. The Board reviewed the Riverview Club Agreement. **Sophie Hanson made a MOTION to accept and sign the Riverview Club Agreement and approve the 2023-24 Board meeting schedule as presented. John Hart SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

#### **D. Construction Testing Amenities**

Victor DePallo reported that it would be a separate litigation from the current construction litigation and suggested that the matter be brought up with new legal counsel. The Board discussed the time frame for an engineering inspection as it relates to the Statutes of Limitations.

7. **New Business:**

**A. Reserves Study**

Kim Shailer suggested changing VOV's accounting process from line-itemed reserve funding to pooled reserve funding. He explained that it would allow for adequate monies to conduct a new Reserves Study. Victor DePallo agreed to review the 2017 Reserves Study to determine how extensive of a Study would be needed. **Sophie Hanson made a MOTION to have Kim Shailer and Ed Neill of the Budget Committee present to the Board the pros and cons to pooled Reserve funds. Victor DePallo SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

**B. Pool Handicap Chair & Fire Extinguishers**

Victor DePallo agreed to send a reminder to Leland CAM Jim Roche to get bids to repair or replace the pool handicap chair. Victor DePallo agreed to have Leland CAM Jim Roche order an additional fire extinguisher. **Victor DePallo made a MOTION to add an additional fire extinguisher near the pool bathrooms by the end of February 2023. Sophie Hanson SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

**C. Geoff Magnani (43 Levante Way) – Preservation Area**

The Board discussed trespassing onto conservation areas within VOV and Mr. Magnani's specific complaint. **Victor DePallo made a MOTION to have the Building and Grounds Committee (former Landscaping Committee) contact St. Johns County Soil & Water Conservation District to inquire about getting *No Trespassing* signs to erect at end of the Levante Way. John Hart SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

**D. FPL Right of Way**

Christine Gehring stated that the original FPL contact agreed to mow the right of way. Sophie Hanson met with Judd Lee at Atlas Field Services, Senior Transmission Utility Arborist, who indicated that he would have the right of way mowed by April 2023 and then get VOV on a rotation schedule. The Board is to monitor whether mowed by April 2023.

**E. Modesto Irrigation**

John Hart mentioned that the common areas at Modesto Drive entrance were being over watered several times at night creating moldy sidewalks. John Hart was instructed to follow up with Leland CAM Jim Roche and the Building and Grounds Committee (former Landscaping Committee).

**F. T Mobile Cell Tower Agreement**

The Board discussed a few pros and cons to erecting the tower and agreed to further study the proposed agreement. Alternate sites within VOV were brought up. More discussion is warranted.

**G. Rental Property Requirements & Tracking**

The Board discussed current processes in place and monitoring being performed by Leland CAM Jim Roche. An Ad Hoc Committee is to be formed with John Hart and Ed Neill to research rental properties within VOV.

**8. Next Meeting Date**

The Board will meet Tuesday, February 21, 2023 at 6:30 pm at the St. Johns County Library SE Branch.

**9. Adjournment**

**Kim Shailer made a MOTION to adjourn. John Hart SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

The meeting was adjourned at 3:37 pm.

**Prepared by:**

**Sophie Hanson, VOV Board Secretary**

APPROVED 2/21/2023