

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

**Minutes of Board of Directors
March 16, 2023
Board Meeting**

Minutes of the Board of Directors **Board Meeting** of the Villages of Valencia, held at the St. Augustine Riverview Club, St. Augustine, FL, at 2:00 pm, March 16, 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

4. Quorum Established

A quorum of the Board was present

5. Approval of Minutes – February 21, 2023 Board Meeting

Victor DePallo made a MOTION to approve the Minutes as submitted. John Hart SECONDED. MOTION PASSED BY UNANIMOUS VOTE.

Kim Shailer suggested that members be allowed to speak before each Agenda item.

6. Presentation – Greenway Landscaping (VOV Irrigation Proposal)

Josh Hodges took questions from the Board on the four proposals submitted and recommended by the Building & Grounds Committee which would address VOV irrigation issues. Victor DePallo suggested getting a mapping of the irrigation system once zones are operable.

Presentation – J&M Roofing

Adam Newburn, Roofing Contractor, was present to answer questions about J&M Roof Proposal. Materials, timeframe as well as clean up was discussed. Members asked questions pertaining to warranties and additional costs.

7. **Old Business:**

A. Roof Proposals – 3 Woodside Townhome Buildings (Sophie)

The Board reviewed the comparison sheet of the four proposals as presented by Sophie Hanson with J&M Roofing as top contender. Kim Shailer stated that he wanted to review the details of the J&M roofing proposal prior to approval. **Victor DePallo made a MOTION to Approve J&M Roofing proposal at total cost \$143,528.00, with VOV to pay \$1,350 Fidus inspection Invoice, from Reserve Line Item #3120 for 3 Woodside Townhome Buildings using Neoprene Vent Boots conditional upon Board review of proposal and approval via email within the week before proceeding. John Hart SECONDED. MOTION PASSED BY UNANIMOUS VOTE.** Sophie Hanson is to email J&M Roofing proposal to Board.

B. Reserve Transfer Case Update (Sophie)

Sophie Hanson stated that HOA Legal Counsel had sent the Board approved certified demand letter to the Developer today for the \$43,825 Reserve transfer funds. There was some discussion about including the reference to Kim Shailer's VOV web page with pass code to look up financials.

C. Pool Reserve Funding Continued Discussion (Kim)

Kim Shailer continued discussion on his viewpoint to pool reserve funds. Victor DePallo and Sophie Hanson stated that they were still undecided. Another vote was postponed for further research and discussion.

D. Update Reserve Advisors Existing Study/Proposals (Kim)

Kim Shailer stated that he received additional proposals for an updated reserve study and would like approval within three or four months before budget season. The Board discussed the timeframe as well as cost. Sophie Hanson stated that she wanted to review the individual proposals in greater detail before voting and requested emailed copies. **Kim Shailer is to email proposals to the Board for consideration with approval within a week via email vote.**

E. T Mobile Cell Tower Location (Victor/Kim)

Kim Shailer stated that an area behind La Mancha Drive was being considered. Victor DePallo suggested that a community vote may be needed and reported that Building and Grounds Committee members were not in favor of the cell tower as indicated in a letter submitted to the Board. More Discussion is needed.

F. Rental Properties (John)

John Hart stated that he, Ed Neill and Tammy Pecora had researched VOV rentals and provided Jim Roche, CAM, Leland Management with updated information. The

Board discussed how best to limit rentals and the legal rights in which to do so. Further discussion is needed.

8. New Business:

A. Irrigation Funding Recommendation (Building & Grounds Committee)

Ed Neill answered questions pertaining to the four proposals to address VOV irrigation issues. Kim Shailer suggested taking all the funds from Account #3050 Reserves – Capital Expenditure rather than some from operating accounts. **Victor DePallo made a MOTION to Approve the four irrigation proposals totaling \$7,098 from Account #3050 Reserves – Capital Expenditure, which has ample funding, with a maximum of \$8,000. Sophie Hanson SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

B. Pool Expenditures –Furniture/PaverRepairs/Filter Lid Supports (Sophie)

Sophie Hanson distributed a Pool Furniture Inventory List and discussed new pool furniture. Victor DePallo suggested adding smaller tables for a different style. Sophie Hanson suggested solid top tables and redoing the canvas on the lounge chairs to save money. **Sophie Hanson made a MOTION to have the Building and Grounds Committee research and report back to the Board at the April Board meeting suggested new pool furniture pieces. Victor DePallo SECONDED. MOTION PASSED BY UNANIMOUS VOTE.**

Sophie Hanson reported that she and Victor DePallo met with Arsenault pool contractor to discuss and map out the suggested paver/coping repairs.

Sophie Hanson made a MOTION to Approve Arsenault proposal totaling \$2,500 for Paver/Coping repairs and Arsenault proposal totaling \$450.64 to replace broken filter lid hydraulic supports from Account #7010 pool Maintenance. Victor DePallo SECONDED. MOTION PASSED BY UNANIMOUS VOTE.

C. Board Vacancy Appointment (Sophie)

Sophie Hanson distributed the one resume that was submitted by candidate Jude Bambrola. **The Board went into Executive Session in a separate room for five minutes to discuss and then returned to the meeting room. Victor DePallo made a MOTION to Appoint Jude Bambrola to fill the vacant seat previously held by Christine Gehring with a term ending in October 2023. Kim Shailer SECONDED. MOTION PASSED BY UNANIMOUS VOTE.** Sophie Hanson is to inform Leland Management.

D. Dog Stations (Kim)

Kim Shailer expressed dissatisfaction of the cost of dog station waste bags. The Board discussed the cost of replacement bags and agreed that more discussion

was needed. **Kim Shailer made a MOTION to have the Building and Grounds Committee research the costs of waste bags and report back to the Board for further discussion. John Hart SECONDED. MOTION CARRIED BY UNANIMOUS VOTE.**

E. ARB Exterior Paint Colors (Kim)

Kim Shailer stated that certain house colors should be allowed as part of ARB and that a builders list should be sent to ARB to incorporate colors. Victor DePallo stated that there was a process in place for a variance and that ARB Chairman Nick Arens was working within the rules.

F. Procedure/Levels for HOA Funds Expenditure (Kim)

Kim Shailer expressed his concern that expenditures, outside of approved contracts, could be approved by Leland Management up to \$1,000 without Board approval. **Victor DePallo is to review Leland Management contract to verify the amount listed and report back to the Board for further discussion.**

G. Waiver of Collections & Lien Foreclosures Policy (Victor)

Victor DePallo reported that a procedure and policy was in place for both small and large waiver requests which should be continued.

H. Social Committee Calendar of Events/Easter Egg Hunt (Sophie)

Sophie relayed information from the Social Committee about the details for the upcoming annual Easter Egg Hunt and Lunch on April 1, 2023 from 11:00 am to 12:30 pm sponsored by Becky and Alex Werner. A proposed Flyer was presented for approval to be distributed. Parking and clean up was discussed as well as consideration of a Bouncy House. The Social Committee would also like a line item on the 2024 Budget for activities and events. **Sophie Hanson made a MOTION to approve the Annual Easter Egg Hunt and Flyer as presented without the Bouncy House. Victor DePallo SECONDED. MOTION CARRIED BY UNANIMOUS VOTE.**

I. Other – Management Contracts

Kim Shailer stated that the Committee had updates for the Board and that timing was critical. Sophie Hanson discussed criteria for choosing a new management company as well as review of the proposals. It was agreed that an advertised Executive Session or Special Meeting would be scheduled to review proposals. **Victor DePallo is to send possible dates to the Board for a Special Meeting to discuss and review proposals.**

9. **Member Comments/Questions (3 minute limit)**
(Questions/comments were made throughout the meeting on various Agenda topics.) **Victor DePallo suggested that going forward members would have the opportunity to speak briefly at the beginning of Board meetings on selected Agenda topics.**
10. **Next Meeting Date**
The Board will meet Thursday, April 20, 2023 at 2:00 pm at the St. Augustine Shores Riverview Club, small room.
11. **Adjournment**
Sophie Hanson made a MOTION to adjourn. John Hart SECONDED. MOTION PASSED BY UNANIMOUS VOTE.

The meeting was adjourned at 4:13 pm.

Prepared by:
Sophie Hanson, VOV Board Secretary

APPROVED 4/20/23