

## **VILLAGES OF PABLO HOMEOWNER'S ASSOCIATION, INC.**

Community Board of Directors Meeting Minutes – February 6, 2024

The Board of Directors held a meeting on February 6, 2024 at Lionshare Cowork Unit 8 13475 Atlantic Blvd. All Directors were present: Tracey Veal, President, Kelly Dewitt, VP, Scott Snyder, Treasurer.

Also present were: Kathy Davitt, Officer/Secretary, Sam Veal, Parliamentarian, and Bill Honan from Property Advisors Management (PAM)

Tracey Veal called the meeting to order at 6:32 pm. Protocol reiterated Robert's Rules prevail. Reading of the minutes from the previous board meeting was waived: Kelly Dewitt motioned and Scott Snyder seconded the motion and all voted yes.

**NEW BUSINESS** - Financial report provided by Scott Snyder, Treasurer. During the transition from BCM \$116,455.00 was transferred to a new money market account at PNC Bank currently earning interest of 4.05% with Pres/Sec of the HOA signatories on the account. Also placed into the PNC money market was \$46,796.00 from BCM for the balance of our operating funds for 2023. Originally \$15,000.00 was transferred to PAM to setup our operating account and then another \$25,000.00 was transferred from BCM for monthly obligations. The operating account balance that we have via PAM via Alliance bank is \$186,298.00 (with 2024 annual dues populating the account).

**ANNUAL DUES DISCUSSION** - The board reiterated per our covenants our annual dues which cover the associations operating expenses are due on January 1<sup>st</sup>. In the past, a 90-day grace period has been granted and if paid late, if subject to 18% interest. Kelly Dewitt motioned to approve 90-day grace period for 2024 to allow dues to be paid in full by March 31<sup>st</sup> without penalty. Scott Snyder 2<sup>nd</sup> and all voted aye. Motion was approved. 2025 annual dues Scott Snyder motioned to keep 90-day grace period. Tracey Veal 2<sup>nd</sup>. Scott Snyder and Tracey voted aye, Kelly Dewitt voted no. Motion carried by majority and was approved.

**COMMUNITY EVENTS** – the following calendar of community events will be included in the March edition of the Village Voice. Schedule is subject to change if an adequate number of volunteers are not available to assist in leading/planning.

Sod Share - March 23 (orders to be placed by March 18) per John Laurence. Five volunteers needed with trucks for an hour to help with delivery.

Easter Egg Hunt/Bike Ride – March 30 (volunteer chairperson: Hollie Watson)

Spring Yard Sale - April 13

Board Meeting - May 7

Kids Fishing Rodeo - May 18, rain date May 25 (volunteer chairpersons: Dave and Julie Risha)

Summer Movie Night – TBD

Independence Day Celebration – July 4

Board Meeting – August 6

Fall Yard Sale - September 28

Annual Members Meeting – October 1

Harvest Fest - October 19 (volunteer chairperson: Hollie Watson)

Board Meeting - November 4

Also requested to be placed in the Newsletter that the Covenants Committee needs Volunteers it is only a 2 year commitment and is only a few hours a month. Volunteers for any and all events are appreciated!  
Other events may be added.

**SECURITY COMMITTEE** - Kathy Davitt, chairperson of the security committee presented a report reiterating that we are in a very secure area. For the year of 2023 only seven incidents were reported for VOP through Crimemapping statistics. Other neighboring associations do not have off duty officers or private security. They do have security cameras at amenity areas. Presented to the board: Of the \$24,000 annual budget paid to off duty JSO officers \$6,300.00 goes for scheduling and another approximately \$2,000.00 is paid in fees to the city, so within this budgeted item we only receive 2 or 3 days a week when the courtesy officers have a presence in neighborhood. We have a proposal from Proteus private security for \$22,800 annually that would provide a patrol of the neighborhood three times a day, seven days a week and an option for 24/7 emergency response service. The security camera surveillance system at the amenity center needs to be updated and was included in the budget for 2024. Proposal to eliminate the off-duty JSO officers and, if the Board deems necessary, to replace with private security patrols that could enforce our amenity center rules and covenants. Proteus has requisite city, state licensing and insurance. Board will continue to review proposal, conduct interviews and will vote on proposal at the at the May 7<sup>th</sup> meeting.

**COVENANTS** – An inspection was done in January by Property Advisors Management (PAM) and our covenants committee, but the results were provided in a PDF format and our committee needs it in a spreadsheet to make notes on the violation process. Need to schedule a date for February covenants inspection and make sure PAM has updated copy of our violation letters. Discussion on whether the board would issue fines if deemed appropriate, Tracey was open to the idea, Kelly Dewitt was not. Bob Cowman mentioned that he and Dennis are considering

stepping down at the end of their terms in June and would like a few more volunteers on the committee.

**MANAGEMENT COMPANY UPDATES** - Response times are still not where they should be but they are working on it and seems to be some improvement. Bill Honan reallocated some of Christina's workload to assist in meeting the needs of VOP. PAM will be refunding \$1583.00 (on half month's management fees) due to us having to extend our contract with BCM for financial support during the month of November to allow PAM to acquire appropriate business license. PAM contacted the Atlantic Beach post office regarding the replacement of the cluster mailbox on Crystal Cove Dr. Status is it has been ordered and are waiting on it to come in. No specific timeline provided. PAM needs to provide HOA insurance premium renewal information asap as they are due in March.

**UNFINISHED BUSINESS** - Reasonable accommodation request for a portable pool lift under the Fair Housing Act for disabled resident. Motion was made by Kelly Dewitt to approve portable pool lift with provisions that there would be no alterations made to the pool or the pool decking, resident would be responsible for procuring the lift and board would approve model, owner of lift would be the only user of it and would need to store it offsite and be required to add HOA as additional insured to personal policy. Scott Snyder 2<sup>nd</sup> and all approved motion.

**QUESTIONS/COMMENTS FROM MEMBERS IN ATTENDANCE** - John Laurence brought up concern about one of the tennis court lights being out and needing to replace pickleball nets. Sam Veal stated he would look into the costs involved with the nets and send proposal to the Board. Board advised will see about getting light replaced.

Larry and Kimberly Flowers were concerned as to what can be done with the ARC request that was not approved for the unattached addition to their home. Suggestions were given to provide an attachment since the addition is very close to the home.

Fountain light not working was another light issue to be addressed. None of the members present know where the switch is to turn the fountain on. Once that is located, if the fountain is inoperable we can hire an electrician to repair.

Motion to adjourn was made by Tracey Veal, Kelly Dewitt 2<sup>nd</sup> and all voted aye. Meeting was adjourned at 8:26 p,m.