

Villages of Fireside Board of Directors Meeting
Thursday, April 3, 2025
Clay County Shrine Club – 2471 Russell Road, Green Cove Springs, FL 32043

The meeting was called to order by Ernie Dukes, President at 7:01 p.m.

A quorum was established. In attendance from the Board of Directors were Ernie Dukes, John Brownlee, David Smith, and Christina Giles-Kingsbury. Kathy Melton, CAM represented The CAM Team.

Notice of the meeting was posted on the property and website more than 48 hours prior to the meeting. A blast email was sent on April 1, 2025 with a copy of the agenda.

Homeowners Forum – This item was moved to the end of the agenda.

Approval of Minutes

- 2024 Annual Meeting – 11.14.2024
- 2024 Budget Meeting – 11.14.2024

A motion was made by David Smith to approve the minutes of the November 14, 2024 Annual Meeting and the November 14, 2024 Budget Meeting as presented, seconded by Christina Giles-Kingsbury. None opposed and the motion carried.

Guest Speaker – Paul Bement – RideOut Elementary School Expansion

Paul Bement, Supervisor, Planning & Intergovernmental Relations, and Josh Goff, Project Manager, shared information about the planned 12-classroom addition at Rideout Elementary. Access from Fireside Drive will close for the duration of the project (May 2025 to August 2026). Homeowners in attendance expressed serious concerns about children having to walk to school along Henley Road and about adding another access point to the school from Henley Road to the west school parking lot. Several options were discussed to provide for the safety of children, including extending the school zone on Henley Road to include the VOF entrance, providing buses during the project, and relocating the staging area to the fields to allow the walkthrough gate from Fireside Drive to remain open. Management will send an email requesting consideration of these alternatives.

Board Member Reports – None

Committee Reports

- **ARC** – Joan Trawick reported that they have approved twenty-three (23) ARCs so far this year and four (4) have been declined. She asked who follows up on declined ARCs. The ARC coordinator for The CAM Team will notify the compliance inspector when an ARC has been declined so that the property can be checked during subsequent inspections.
- **Community Beautification** – Joan Trawick shared that trash was cleaned up on the trails at the dock area, branches were cut back, and the front entrance was cleaned. There is a pothole at the exit that needs attention, and several street signs are crooked. She also asked the Board to consider putting a sign at the barcode scanner to remind residents not to block it.

Financial Report /Management Report

David Smith reported that the balances as of March 31, 2025 were:

Popular Operating	\$ 220,142.38
Popular P&D Reserves	\$ 131,601.88
Popular General Reserves	\$ 54,993.52
Popular BW Reserves	\$ 99,554.91
Fidelity Inv – P&D	\$ 348,799.06
Fidelity Inv – BW	<u>\$ 273,144.89</u>
Total	\$1,128,236.64

Kathy Melton, CAM reported that outstanding receivables are \$46,462.13. The AR breakdown is:

- Fourteen (14) homeowners are on payment plans, including the largest collection.
- Eleven (11) homeowners have received collection letters.
- Eighteen (18) homeowners have received a NLOA
- One (1) homeowner has received a NOIL.
- Six (6) homeowners have a Lien on their property.

Trees at the entrance and along Fireside Drive have been trimmed.

Old Business

- **Reserve Funds – Fidelity Investments** – Two accounts have been opened at Fidelity Investments – Paving and Drainage (\$348,799.06) and Boardwalk (\$273,144.89). The 7-day yield is currently 3.98%. A motion was made by John Brownlee to move 100% of all reserves to Fidelity Investments, seconded by Ernie Dukes. None opposed and the motion carried.
- **Collections** – Collections from past due homeowners will continue to be a priority this year. Significant progress will be made. The collection process was explained, including mailing of statements, collection letters, Notice of Late Assessment, and turning the account over to the attorney for collection.
- **Rental Properties** – To limit rental properties in the neighborhood, an amendment to the documents would be necessary. There are currently approximately twenty (20) to thirty (30) rentals. Options to limit rentals include placing a cap on the number of rentals or requiring a new owner to live in the property for a period of time before being able to rent. Homeowners in attendance were overwhelmingly in favor of limiting rentals. The Board will work with Management to develop a plan that will then be sent to the attorney.
- **Parking** – David Smith shared that he drives the community every two weeks and puts notices on cars that are parking on the street. If a car still parks on the street, it will be towed. Homeowners can email a picture to The CAM Team with an address of a car parked on the street and a violation letter will be sent. Joan Trawick asked that the Board consider adding back the sentence to the current parking policy that states that parking on Glitter Court is for the use of the boardwalk.
- **Speeding** – The general consensus in the neighborhood is that something needs to be done about speeding. Ernie Dukes shared research that speed bumps are only partially effective, they affect emergency vehicle response time, and can affect the resale value of the homes. As VOF is a gated community, CCSO cannot enforce speed limits without a Traffic Enforcement Agreement in place. Another option is the installation of electronic speed limit signs that show residents their speed. A motion was made by John Brownlee to allow CCSO access to the community and to sign a Traffic Enforcement Agreement, seconded by David Smith. None opposed and the motion carried. Management will contact the attorney and CCSO.

New Business

- **ARC Appeals – 3395 Chimney Drive – Removal of Trees** – A homeowner submitted an appeal to the Board due to denial of his request to remove several trees, although the repair to the sidewalks was approved. The position of the ARC is that removal of live trees that are healthy will not be approved unless the roots are affecting the foundation. Information was shared showing that the tree roots are affecting not only the sidewalk, but also his foundation. A motion was made by John Brownlee to overturn the denial and to allow the removal of the trees, seconded by David Smith. None opposed and the motion carried. The ARC system will document that the decision to overturn the denial is due to the foundation of the home being impacted. Responsibility for repairs to sidewalks was discussed. A suggestion was made to get several legal opinions, but it appears that the Association is responsible for the repairs.
- **Hurricane Guidelines** – Joan Trawick provided draft Hurricane Guidelines for the Board to review. Christina Giles-Kingsbury made a motion to approve the Hurricane Guidelines as written, seconded by John Brownless. During discussion, David Smith shared that he does not agree with allowing metal shingles. A vote was called and the motion carried with three (3) in favor and one (1) opposed (David Smith). The approved guidelines will be added to the website.
- **Violations** – The Board discussed next steps for violations that continue to have ongoing issues after going through the violation letter process, including a home on Moon Harbor Way that has a fence in disrepair, does not edge the property consistently, etc. The Board approved sending properties such as this to the attorney for a covenant enforcement letter.
- **Board Vacancies** – Homeowners are asked to email Management if they would like to be on the Board.

Open Forum – Topics discussed included:

- Adding a “No Trespassing” sign to a pond off Chimney Drive and whether a blanket trespassing order can be done.
- Concern about grass being destroyed along the entrance.
- Whether a response has been sent to SJRWMD regarding an issue at a property.
- Concern about a playset with a fort and why a taller fence could not be approved to protect privacy of neighbors.
- Suggestions for next year’s budget, including new signage in the community, changing lettering on the guard shack and entrance signs, working with Clay Electric to match all street poles, and doing repairs to several areas of asphalt and repainting speedbumps, crosswalks, 4-way stops, etc.

Next Meeting – Thursday, June 12, 2025 at 7:00 p.m. – Clay County Shrine Club

Adjournment

All business being completed, a motion was made by Christina Giles-Kingsbury to adjourn the meeting, seconded by Ernie Dukes. None opposed and the meeting was adjourned at 9:16 p.m.

A handwritten signature in black ink, appearing to be 'Chris M.', written in a cursive style.