

Villages of Fireside Annual Membership Meeting  
Thursday, October 9, 2025  
Clay County Shrine Club

The Annual Membership Meeting was called to order at 7:00 p.m. by John Brownlee, Vice-President.

Proof of Notice was provided showing that notice of the meeting was mailed to all owners of record in accordance with the Association's documents and Florida Statutes.

A quorum of the membership was not established with only twenty-five (25) persons present in person or by proxy. A quorum of the Board was established.

In attendance from the Board of Directors were John Brownlee, David Smith and Neil Ferslew. Kathy Melton, CAM represented The CAM Team.

**Guest Speaker:** Patrick Roberts with Premier American Construction (PAC) was in attendance to discuss the sidewalk grinding/replacement project. The total cost of the project is approximately \$100k. The neighborhood has a lot of trip hazards. Any raised sidewalk greater than 1 inch will have the section replaced, while those less than 1 inch will be ground. The goal is to do all of the demo work/replacement prior to grinding. There will be 2-3 crews in the community at a time. PAC will provide a tentative schedule to let the community know which streets they will be working on, and the project is slated to begin in 2-3 weeks. Work hours are from 7:30 a.m. – 5:00 p.m. The estimated time required for completion is 4 weeks, but that can change depending on weather conditions. When the crews are in your area, please turn off irrigation. Areas that have gaps in the sidewalks will be filled in. Protruding roots will be cut out completely or ground down. A cement issue by a drain on Peppertree Drive will be investigated and potentially added to the project.

#### **Reading or Waiver of Reading of Minutes of Previous Meeting of Members**

A motion was made by John Brownlee to waive the reading of the minutes from the previous meeting of members, seconded by David Smith. None opposed and the motion carried.

#### **Reports of Officers:**

John Brownlee updated those in attendance on the projects the Board has been working on.

- Worked with Management to get reserve accounts moved to Fidelity Investments. Accounts are set up and funds can be electronically transferred. Approximately 90% of Association funds are in Fidelity Investments.
- John Brownlee and Ernie Dukes have been working with CCSO on a Mutual Enforcement agreement. Despite all their efforts, no one from CCSO leadership will engage with them.
- All signs have been power washed. They look much better but can be improved by replacing the lettering to make the signage consistent.
- Working with Management on past due homeowner accounts and how to resolve the largest past due accounts.
- Premier American Construction in Green Cove Springs was selected as the vendor to replace/repair sidewalks in the community. Work will start late October/early November.
- Rogers Pavement has repaired the small potholes in the neighborhood.
- The Board has approved Rogers Pavement to paint all the white stripes at stops signs, paint all of the speed bumps, and repaint the yellow striping around the guard shack. Work is scheduled to start early next week.

- The Board has approved an upgraded camera system at the front to include infrared cameras/tag cameras. The vendor is Web WatchDogs and installation should take place in the October/November timeframe.
- Explored the cost to replace and upgrade streetlights to make them consistent throughout the community. Clay Electric was contacted by Neil Ferslew and the cost would be \$5k for each pole.

Kathy Melton, CAM, provided the financial report. Copies of the September 2025 financials were emailed to the Board in advance of the meeting. Bank balances are of September 30, 2025 were:

Popular Operating	\$ 35,684.73
Fidelity Inv – Operating	\$ 51,357.34
Popular P&D Reserves	\$ 46,928.15
Popular General Reserve	\$ 9,511.98
Popular BW Reserve	\$ 29,616.91
Fidelity Inv – P&D	\$ 492,947.47
Fidelity Inv – BW	\$ 380,216.41
Fidelity Inv – Gen Reserve	<u>\$ 90,814.39</u>
Total	\$1,107,077.38

Outstanding receivables are \$21,017.77, which is approximately \$6k under at the same time last year.

**Reports of Committees:**

ARB Committee – Joan Trawick shared that since the last meeting, there have been four (4) applications declined, nine (9) requests have been completed, and there are currently five (5) requests pending.

**Election of Directors:**

As there was not a quorum, an election could not be held. The current Board members will continue.

**Unfinished Business: None**

**New Business:**

Neil Ferslew discussed the construction at the school. A gate will be put up around the pond and the community may need to add fencing to match up with their gate. He has also been working with the landscape contractor and would like to add a few items to the contract at the next renewal. Also, two (2) dead trees need to be replaced on Fireside Drive, and a suggestion was made to add a second mulching to the contract. An area to the left on Fireside Drive by the school needs better maintenance.

A homeowner shared that the ramp going to the pier is disintegrating.

**Open Forum:**

The floor was opened for homeowner questions and concerns. Topics discussed included:

- Plans to keep the gates closed. When school is in session, the gates are open from 6:00 a.m. to 6:00 p.m.
- Two (2) storm drains at the entrance are root bound and will need to be repaired.
- Preventing homeowners from driving golf carts or vehicles on the sidewalks.
- Repairs to the swale on a property, including the removal of a metal plate and whether foliage is going to be addressed.
- A pipe installed that routed water onto the easement and trash is being thrown over the fence.
- More attention to violations for cars parking on lawns and disabled vehicles, with less focus on minor violations.

- Suggestion to use synthetic lumber on the boardwalk, update light poles throughout the community, update street signs, and update front entrance signage.

All business being completed, David Smith made a motion to adjourn the meeting, Neil Ferslew seconded. None opposed and the meeting adjourned at 8:01 p.m.

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A brief organizational meeting was held at the conclusion of the meeting. The officers for 2025-2026 are:

President – Ernie Dukes  
Vice-President – John Brownlee  
Treasurer – David Smith  
Secretary – Christina Giles-Kingsbury  
Director – Neil Ferslew

 11/13/25