

Villages of Fireside Board of Directors Meeting
Thursday, June 12, 2025
Clay County Shrine Club – 2471 Russell Road, Green Cove Springs, FL 32043

The meeting was called to order by Ernie Dukes, President at 7:00 p.m.

A quorum was established. In attendance from the Board of Directors were Ernie Dukes, John Brownlee, David Smith, and Christina Giles-Kingsbury. Amber Cary, 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 Tuesday, June 10, 2025 with a copy of the agenda.

Approval of Minutes

- Board of Directors Meeting – 4.3.2025

A motion was made by David Smith to approve the minutes of the April 3, 2025 Board of Directors meeting as presented, seconded by Christina Giles-Kingsbury. None opposed and the motion carried.

Board Appointment – Taken out of order

- David Smith made a motion to appoint Neil Ferslew to the Board of Directors, seconded by John Brownlee. None opposed and the motion carried. Neil Ferslew introduced himself to those in attendance and then joined the other Board members at the Board table.

Board Member Reports

Ernie Dukes stated that the open forum has been moved to the end of the meeting.

John Brownlee went over the following list of items that the Board of Directors, along with Kathy Melton, CAM, are working on.

- Moving funds from Popular Bank to Fidelity Investments – Approximately 90% of the funds are there.
- Mutual Enforcement Agreement with the Clay County Sheriff's Office. Stop signs and speed limit signs may have to be changed for both size and height.
- Draft for limitations on rental properties. Membership approval will be required. The next step will be to contact the attorney and add a modification to the existing covenants.
- Collection of past due assessments from homeowners. The Board is working with The CAM Team on past due accounts.
- Traffic Complaints – All residents can call CCSO and file a traffic complaint at any time.
- Sidewalk Repairs – A legal opinion was received, and the HOA is responsible for the repairs of sidewalks. The Board will not pay for past repairs or for driveway aprons.
- A proposal has been requested from Rogers Pavement Maintenance to repair several areas of asphalt/potholes and to add reflective striping on the speed bumps and at the stop signs, to include painting speed bumps and striping near the guard house.
- Additional quotes for updating the camera system at the entrance, including adding license plate cameras. Miller Electric provided a quote for over \$20k.
- System in place to track all complaints from homeowners.
- There are two (2) open Board seats.

Committee Reports

- **ARC** – Rick Henning reported that there have been fifteen (15) completed requests in the last quarter. One (1) request was declined and two (2) are outstanding.
- **Community Beautification** – No report

Financial Report /Management Report

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

Popular Operating	\$ 87,578.48
Fidelity Inv Operating	\$ 100,032.55
Popular P&D Reserves	\$ 13,498.70
Popular General Reserves	\$ 1,692.12
Popular BW Reserves	\$ 9,598.53
Fidelity Inv – P&D	\$ 486,504.57
Fidelity Inv – BW	\$ 375,246.92
Fidelity Inv – General Reserves	<u>\$ 60,019.53</u>
Total	\$1,134,171.40

Amber Cary, CAM reported that outstanding receivables are \$26,760.54. The AR breakdown is:

- Eight (8) homeowners are on payment plans, including the largest collection.
- Five (5) homeowners have received collection letters.
- Eleven (11) homeowner have received a NOIL.
- Three (3) homeowners have a Lien on their property.

A property that was in significant disrepair has made progress and the fence was replaced and the yard is being maintained better.

Lawn Doctors is not mowing the ponds per the contract. They have been contacted and will make corrections.

Old Business

- **Reserve Funds – Fidelity Investments** – David Smith shared that Kathy Melton, CAM nearly completed this task. Approximately 90% of reserve accounts has been moved to Fidelity.
- **Collections** – Amber Cary compared the AR from May 31, 2024 which was \$40,421.47 to the current AR of \$26,760.54. Progress is being made.
- **Rental Properties** – John Brownlee shared that a draft document will be sent to the attorney for review and then voted on by the members. This will be a long process.
- **Parking** – John Brownlee reported that Joan Trawick, who could not be at the meeting, is requesting that a blast email be sent to homeowners about parking on the street and Glitter Court and include a suggestion that resident’s visitors should park in their driveway to avoid being towed.
- **Speeding** – John Brownlee stated that once the mutual enforcement agreement is in place, CCSO will start issuing tickets to speeders.
- **Rideout School Renovations** – An update was received from the county that one (1) field will be left accessible, along with access to and from the school from the VOF entrance. Residents’ concerns were heard, and children will not have to walk on Henley Road.

New Business

- **Appointment of Board Member** – Taken out of order and discussed earlier in the meeting.
- **Fishing on Ponds** – Homeowners requested that this item be placed on the agenda and asked the Board’s assistance to prevent strangers from fishing behind their house. A

suggestion was made to add "No Trespassing/No Fishing" sign to homes on the ponds. The area around the ponds is an easement and it is difficult for the Board to stop residents/guests from fishing.

- **Ongoing Projects** – Discussed under Board Member Reports by John Brownlee.
- **Annual Meeting** – The Annual Meeting is scheduled for Thursday, October 9, 2025 at the Clay County Shrine Club. Notice will be mailed out at least fourteen (14) days prior to the meeting. If a quorum is present, an election will be held. Anyone who is interested in running for the Board should contact Management.

Open Forum – Topics discussed included:

- Adding serial numbers to visitor hanging tags to reduce duplication of existing tags. John Brownlee will discuss with The CAM Team what other communities do.
- Purple paint policy on trees – mark trees with purple paint to signify "No Trespassing."
- Concern was expressed about sidewalks that are damaged by trees. Per the Board, this will be handled on a case-by-case basis. Roots will be cut from underneath sidewalks, but the Association will not remove trees from a homeowner's property.
- A homeowner stated that dues were increased to improve signage in the community, and nothing has been done. Sidewalk repair will add costs not previously anticipated and may delay signage replacement.

Next Meeting – Annual Meeting – Thursday, October 9, 2025 at 7:00 p.m. – Clay County Shrine Club

Adjournment

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

  11/13/25