

Architectural Control Committee

MINUTES

Date: Tuesday, May 16th, 2023

Time: 9:30 a.m. in the Clubhouse

1. Call to Order
2. Pledge of Allegiance @ 9:30 AM
3. Roll Call: Ron Foote, Bob Burns, Bill Linhares, Randy Harris, District Manager Miguel Garcia Jr., and Trustee- Dave Curtis (**All Present**) Michael Johnson (**Absent**)
4. Applications for Review
5. Suggestions, Problems, Issues, or Concerns
6. Public Comments
7. ACC Board Member Comments
8. Adjournment

Applications

Applicant:	Patricia & James Kennedy (Not Present)
Address:	1190 Greenview
Application:	Remove worn-out shingles and replace with new shingles.
Contractor:	Total Home Roofing
Action:	Application approved. Bob made a motion to approve, Randy seconded, all in favor.

Applicant:	Leon & Nancy Nobles (Not Present)
Address:	245 Holiday Park
Application:	Planting a small Florida privet tree.
Contractor:	Owner
Action:	Denied application, the survey attached was incorrect.

Updates

194 HPB	On 5/3/23, the chairman received an email from owner Hellen Bush. RE: front deck and steps. It was decided that the deck and steps must be removed (Bob motioned, Bill seconded it, all in favor.) The ACC Board and the City of Palm Bay issued a stop work order due to not having an ACC Application or a City of Palm Bay
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	<p>permit. The City of Palm Bay will contact Ron on their next steps. The steps need to be put back in place where they were when the City of Palm Bay inspected them. A new ACC Application must be done for approval for the new front deck. The office will send the email. Also, the office sent an email stating that an ACC Application must be submitted to add a shed to the back of the mobile. There is no shed that she can put on the property without ACC approval.</p>
334 HPB	<p>Miguel gave an update on a new letter sent from the Park's attorney. Miguel also stated that he did see the owner and spoke with him yesterday asking him to send us an update on his progress.</p>
3 rd Violation Letters	<p>There are (7) second violation letters going out as 3rd violation letters. 1166 Parkview will be turned over to the Park's attorney.</p>
464 HPB	<p>Joanne Gahan put in a letter asking for an extension for her addition, Bill made a motion to approve the extension until August 1st, 2023. Bob seconded it, all in favor.</p>

Notes:

- All ACC applications must be submitted 7 days before the meeting.
- All ACC applications need to be completed in full or they will be rejected. Signatures from both owners and contractors need to be on the application. Furthermore, the contractors need to submit valid licenses and insurance documents.
- All residents are required to maintain their property even while away. You may fill out an authorization to enter form for someone to maintain your property in your absence.
- If you have pending violations, please contact the district office when you correct them. Failure to do so will result in another violation notice. The office does not do extensions for violations, residents have 90 days to address them.
- The District Office only handles documentation for the ACC Board. For specific information needed on a case-by-case basis, residents will need to contact ACC board members directly.

Discussion:

- Bill Linhares' term limit is up on June 1st. He wanted to thank everyone for their help, he thanked Ron and Karen Foote for all their help. He really enjoyed being on the ACC Board.

- Ron Foote's term limit is up. The two City of Palm Bay homes are completed and demolished. He will stay on till June 1st, 2023. He also thanked the ACC Board and Karen for all their hard work. He will be available to answer any questions ACC Board members might have.
- Bob Burns will be taking over as ACC Chairman starting June 1st, 2023, and Randy Harris will be Vice Chairman. Michael Johnson will stay on as an alternate since he is not a full-time resident.
- The ACC Board needs a secretary.
- Anyone who would like to join the ACC Board must submit a letter of intent to the ACC Board to be approved.
- Mark Bodoh asked if the ACC Board was meeting in the summer since the trustees are not meeting. Ron Foote stated that it would not be fair to the residents. If ACC closes down, that would mean no work can be done in the Park for July and August. ACC voted last month to hold one meeting in July and August.
- Trustee David Curtis is going away for the summer, Trustee Mark Bodoh will replace Dave for the summer.

Sign in for Meeting:

Karen Foote
Bob & Carol Adey
Sherry Moore
Mark Bodoh
Ken Brody

Adjournment at 9:55 AM

Next Meeting June 6th, 2023, at 9:30 AM