



**Property Owners' Association, Inc.**

1856 SW Newport Isles Blvd., Port St. Lucie, FL 34953 ~ Phone: 772.345.1642 ~ Fax: 772.345.1662

**Board of Directors Meeting August 14, 2023**

**Minutes**

- I. **Call to Order:** The meeting was called to order by Michele Lee Longerbeam at 7:014PM.
- II. **Roll Call:** Directors present in person: Michele Lee Longerbeam: President, Joseph Passarelli: Treasurer, Michael Joie: Vice-President, Joe Clark: Secretary. Directors **not present:** Michael Rivera: Director. A quorum was confirmed. Advantage Property Management was represented by John Kiechle. 15 residents in attendance.
- III. **Approval of Minutes:** The Board of Directors review minutes from the March 20, 2023 Board of Directors Meeting. Joe Clark makes a motion, 2<sup>nd</sup> by Joe Passarelli to approve the minutes for March 20, 2023. All in favor. The motion carried.
- IV. **Treasurer's Report:** Joseph Passarelli presents the quarterly Treasurer's Report beginning on February 1, 2023 through May 31, 2023. Joe Clark makes a motion, 2<sup>nd</sup> by Michael Joie to accept the February 1, 2023 through May 31, 2023 quarterly Treasurer's Report as presented. All in favor. The motion carried. Joseph Passarelli presents the Treasurer's Report as of June 30, 2023. Joe Clark makes a motion, 2<sup>nd</sup> by Michael Joie to accept the June Treasurer's Report as presented. All in favor. The motion carried.
- V. **Manager's Report:** John Kiechle gives the Manager's Report. Joe Clark makes a motion, 2<sup>nd</sup> by Michael Joie to accept the Manager's Report as presented. All in favor. The motion carried.

## **New Business:**

- I. Ratify:** Resident Ed Maas brings a point of order before the Board of Directors regarding the excessive speeding of residents and guests in the community. He suggests putting up cameras to record residents not stopping at stop signs and speeding near his home as well as other areas. Discussion ensued regarding possible solutions. Joe Clark made motion, 2<sup>nd</sup> by Michael Joie to buy a third traffic hawk. Michele Lee Longerbeam, Joe Clark, and Michael Joie voted to approve with Joe Passarelli abstaining. The motion carried.

The Board of Directors review the unanimous written consent to board actions that were signed since the March 20, 2023 Board of Directors Meeting. Michael Joie makes a motion, 2<sup>nd</sup> by Joe Clark to accept the unanimous written consent to board actions as official records in the minutes. The actions approved as official record into the minutes are:

- 1) Policy for Inspection & Copying of Records: one records request per month.
- 2) Accept the insurance policies provided by Deakins-Carroll Insurance Agency for the 2023-2024 as presented.
- 3) Approve fines for property, traffic hawk, parking, and garbage violations as presented.
- 4) Remove all hardwood trees located in the front of the townhome buildings due to disruptions in the utility lines, uplifting pavers, and rodent issues in the buildings.
- 5) Remove the hardwood trees located on the sides of the townhome buildings due to disruptions in the utility lines, uplifting pavers, and rodent issues in the buildings.
- 6) Accept the contracts/bids from Coastal Pest Control of the Treasure Coast Inc. for ornamental pest control and fertilization in both the common area and townhomes.
- 7) Accept the contract/bid from Seacrest Services Inc. for landscaping and irrigation services in the common area.
- 8) Accept the contract/bid from Seacrest Services Inc. for landscaping services in the townhomes.
- 9) Approve fines for property, traffic hawk, parking, and garbage violations as presented.

The Board of Directors review the new fines presented to them by the Property Manager. Michele Lee Longerbeam makes a motion 2<sup>nd</sup> by Joe Clark to levy fines for property, garbage, parking, and traffic hawk violations as presented to the board per occurrence. All in favor. The motion carried. Fines are as follows:

## Property Fines

<b>Address</b>	<b>Violation</b>	<b>Fine Amount</b>
2919 Cape Breton	Weeds in plant beds	\$475.00
2919 Cape Breton	Weeds in driveway	\$237.50
2919 Cape Breton	Trim Palm Trees	\$237.50
2942 Chatham Ln	Pressure clean driveway & walkway	\$158.33
2942 Chatham Ln	Trim Palm Trees	\$237.50
2942 Chatham Ln	Weeds in plant beds	\$237.50
2942 Chatham Ln	Weeds in driveway	\$158.33
1811 Jamesport	Broken tile on roof	\$333.33
1852 Jamesport	Trim oak tree(s)	\$250.00
1896 Jamesport	Paint exterior of home (side of house)	\$333.33
1970 Jamesport	Dirty roof	\$333.33
1985 Marblehead	Dirty roof	\$233.33
2036 Marblehead	Oil stains in driveway	\$158.33
2104 Marblehead	Dirty roof	\$333.33
1963 Newport	Fascia on house needs to be repaired	\$333.33
2007 Newport	Weeds in driveway	\$158.33
2015 Newport	Weeds in driveway	\$158.33
2048 Newport	Paint exterior of house (garage)	\$333.33
2141 Newport	Dirty roof	\$333.33
2157 Newport	Trim oak tree	\$158.33
2197 Newport	Trim palm trees	\$350.00
2209 Newport	Weeds in plant beds	\$233.33
2253 Newport	Weeds in plant beds	\$233.33
2268 Newport	Dirty roof	\$333.33

## Garbage Fines

<b>Address</b>	<b>Violation</b>	<b>Fine Amount</b>
<b>Cape Breton Drive</b>		
2949 Cape Breton Dr	Trash bins left out	\$25
2949 Cape Breton Dr	Trash bins left out	\$25
2949 Cape Breton Dr	Trash bins left out	\$25
2949 Cape Breton Dr	Trash bins left out	\$25
<b>Cape Cod Drive</b>		
2129 Cape Cod	Bulk trash left out	\$25
2129 Cape Cod	Bulk trash left out	\$25
2153 Cape Cod	Bulk trash left on curb	\$25
2153 Cape Cod	Bulk trash left on curb	\$25

2153 Cape Cod	Bulk trash left on curb	\$25
2153 Cape Cod	Bulk trash left on curb	\$25
2158 Cape Cod	Trash bins left out	\$25
2162 Cape Cod	Trash bins left out	\$25
2165 Cape Cod	Furniture left on curb	\$25
2165 Cape Cod	Furniture left on curb	\$25
2165 Cape Cod	Bulk trash left out	\$25
2165 Cape Cod	Bulk trash left out	\$25
2190 Cape Cod	Trash visible from street	\$25
2194 Cape Cod	Trash bins left out	\$25
2214 Cape Cod	Trash bins visible from street	\$25
2214 Cape Cod	Trash bins left out	\$25
2231 Cape Cod	Trash bins left out	\$25
<b>Cedar Dunes Drive</b>		
2883 Cedar Dunes	Trash bins left out	\$25
2917 Cedar Dunes	Trash bins left out	\$25
2926 Cedar Dunes	Trash bins left out	\$25
<b>Chatham Lane</b>		
2906 Chatham Ln	Trash bins left out	\$25
2906 Chatham Ln	Trash bins left out	\$25
<b>Jamesport Drive</b>		
1685 Jamesport Dr	Trash bins left out	\$25
1712 Jamesport Dr	Computer Equipment	\$25
1712 Jamesport Dr	Computer Equipment	\$25
1725 Jamesport Dr	Trash bins left out	\$25
1725 Jamesport Dr	Trash bins visible from street	\$25
1747 Jamesport Dr	Trash bins left out	\$25
1795 Jamesport Dr	Trash bins left out	\$25
1799 Jamesport Dr	Trash bins left out	\$25
1812 Jamesport Dr	Trash bins left out	\$25
1880 Jamesport Dr	Trash bins left out	\$25
1880 Jamesport Dr	Trash bins visible from street	\$25
1935 Jamesport Dr	Trash bins left out	\$25
1964 Jamesport Dr	Trash bins left out	\$25
1970 Jamesport Dr	Trash bins left out	\$25
1971 Jamesport Dr	Trash bins left out	\$25
1983 Jamesport Dr	Trash bins left out	\$25
1998 Jamesport Dr	Trash bins left out	\$25
1999 Jamesport Dr	Trash bins left out	\$25
2014 Jamesport Dr	Trash bins left out	\$25
<b>Marblehead Way</b>		
2055 Marblehead Way	Trash bins left out	\$25
2055 Marblehead Way	Trash bins left out	\$25
2061 Marblehead way	Trash bins left out	\$25
2069 Marblehead way	Trash bins left out	\$25

2085 Marblehead Way	Trash bins left out	\$25
2105 Marblehead Way	Trash bins left out	\$25
<b>Marshfield Court</b>		
2238 Marshfield Ct	Trash bins left out	\$25
2582 Marshfield Ct	Trash bins left out	\$25
<b>Newport Isles Blvd</b>		
1819 Newport Isles	Trash bins left out	\$25
1819 Newport Isles	Construction debris	\$25
1819 Newport Isles	Construction debris	\$25
1826 Newport Isles	Trash bins left out	\$25
1826 Newport Isles	Trash bins left out	\$25
1879 Newport Isles	Trash bins left out	\$25
1898 Newport Isles	Trash bins left out	\$25
1907 Newport Isles	Trash bins left out	\$25
1951 Newport Isles	Trash bins left out	\$25
1959 Newport Isles	Trash bins visible from street	\$25
2040 Newport Isles	Trash bins left out	\$25
2043 Newport Isles	Trash bins left out	\$25
2048 Newport Isles	Trash bins left out	\$25
2048 Newport Isles	Trash bins left out	\$25
2048 Newport Isles	Trash bins left out	\$25
2052 Newport Isles	Trash bins left out	\$25
2072 Newport Isles	Trash bins left out	\$25
2095 Newport Isles	Trash bins left out	\$25
2127 Newport Isles	Trash bins left out	\$25
2127 Newport Isles	Trash bins left out	\$25
2162 Newport Isles	Trash bins left out	\$25
2162 Newport Isles	Trash bins left out	\$25
2197 Newport Isles	Toilet seat left out	\$25
2226 Newport Isles	Trash bins left out	\$25
2242 Newport Isles	Trash bins left out	\$25
2245 Newport Isles	Bulk trash left out	\$25
2245 Newport Isles	Bulk trash left out	\$25
2291 Newport Isles	Bulk trash	\$25
<b>Portsmouth Lane</b>		
2218 Portsmouth	Trash bins left out	\$25
<b>Providence Place</b>		
1945 Providence Pl	Trash bins left out	\$25
1961 Providence Pl	Bulk trash left out	\$25
1961 Providence Pl	Bulk trash left out	\$25
1961 Providence Pl	Bulk trash left out	\$25
1968 Providence Pl	Trash bins left out	\$25
1977 Providence Pl	Trash bins left out	\$25

1984 Providence Pl	Trash bins left out	\$25
1989 Providence Pl	Trash bins left out	\$25
2013 Providence Pl	Bulk trash left out	\$25
2018 Providence Pl	Trash bins left out	\$25
2018 Providence Pl	Trash bins left out	\$25
2218 Providence Pl	Trash bins left out	\$25
<b>Rockport Road</b>		
2219 Rockport Rd	Trash bins left out	\$25
2250 Rockport Rd	Trash bins left out	\$25

### Parking Fines

Address	Violation	Fine Amount
<b>Cape Breton Drive</b>		
2919 Cape Breton	Blocking sidewalk	\$50
<b>Cedar Dunes Drive</b>		
2891 Cedar Dunes	Parked on street overnight	\$50
2934 Cedar Dunes	Unauthorized parking	\$50
2934 Cedar Dunes	Parked on street overnight	\$50
2942 Cedar Dunes	Blocking sidewalk	\$50
<b>Chatham Lane</b>		
2942 Chatham	Parked on street overnight	\$50
<b>Jamesport Drive</b>		
1719 Jamesport	Parked on street overnight	\$50
1888 Jamesport	Blocking sidewalk	\$50
1888 Jamesport	Blocking sidewalk	\$50
1896 Jamesport	Parked on grass	\$50
1928 Jamesport	Parked on street overnight	\$50
1932 Jamesport	Parked on street overnight	\$50
<b>Marblehead Way</b>		
1992 Marblehead	Blocking sidewalk	\$50
2030 Marblehead	Parked on street overnight	\$50
2049 Marblehead	Parked on street overnight	\$50
2065 Marblehead	Parked on street overnight	\$50
2092 Marblehead	Parked on grass	\$50
2100 Marblehead	Parked on grass	\$50
2117 Marblehead	Parked on street overnight	\$50
<b>Marshfield Court</b>		
2221 Marshfield	Parked on street overnight	\$50
2370 Marshfield	Parked on street overnight	\$50
<b>Newport Isles Blvd</b>		
1810 Newport Isles	Blocking sidewalk	\$50
1930 Newport Isles	Blocking sidewalk	\$50
1939 Newport Isles	Parked on street overnight	\$50
1955 Newport Isles	Parked on grass	\$50

2012 Newport Isles	Parked on street overnight	\$50
2040 Newport Isles	Parked on street overnight	\$50
2040 Newport Isles	Parked on street overnight	\$50
2040 Newport Isles	Parked on street overnight	\$50
2040 Newport Isles	Parked on street overnight	\$50
2063 Newport Isles	Parked on street overnight	\$50
2072 Newport Isles	Blocking sidewalk	\$50
2082 Newport Isles	Parked on street overnight	\$50
2087 Newport Isles	Blocking sidewalk	\$50
2118 Newport Isles	Parked on street overnight	\$50
2133 Newport Isles	Parked on street overnight	\$50
2137 Newport Isles	Parked on street overnight	\$50
2146 Newport Isles	Parked on street overnight	\$50
2194 Newport Isles	Parked on street overnight	\$50
2202 Newport Isles	Parked on street overnight	\$50
2237 Newport Isles	Parked on street overnight	\$50
2237 Newport Isles	Parked on street overnight	\$100
2245 Newport Isles	Parked on street overnight	\$50
<b>Providence Place</b>		
1972 Providence Pl	Parked on street overnight	\$50
1984 Providence Pl	Parked on street overnight	\$50
1984 Providence Pl	Parked on grass	\$50
1984 Providence Pl	Parked on street overnight	\$50
2001 Providence Pl	Parked on street overnight	\$50
2001 Providence Pl	Parked on street overnight	\$50
2001 Providence Pl	Parked on street overnight	\$100
2001 Providence Pl	Parked on street overnight	\$100
2018 Providence Pl	Trailer in driveway	\$50
2037 Providence Pl	Parked on street overnight	\$50
<b>Rockport Road</b>		
2205 Rockport Rd	Parked on grass	\$50

### Traffic Hawk Fines

Address	Violation	Fine Amount
<b>Cape Cod Drive</b>		
2129 Cape Cod	Speeding 28 in a 20 mph	\$25
2138 Cape Cod	Speeding 26 in a 20 mph	\$25
2158 Cape Cod	Speeding 27 in a 20 mph	\$25
2177 Cape Cod	Speeding 26 in a 20 mph	(G)
2202 Cape Cod	Speeding 27 in a 20 mph	(G)
2202 Cape Cod	Speeding 28 in a 20 mph	(G)
2202 Cape Cod	Speeding 26 in a 20 mph	(G)
2206 Cape Cod	Speeding 28 in a 20 mph	\$25
2235 Cape Cod	Speeding 26 in a 20 mph	\$25

<b>Cedar Dunes Drive</b>		
2883 Cedar Dunes	Speeding 27 in a 20 mph	\$25
2901 Cedar Dunes	Speeding 26 in a 20 mph	\$25
2926 Cedar Dunes	Speeding 28 in a 20 mph	\$100
2926 Cedar Dunes	Speeding 26 in a 20 mph	\$100
2938 Cedar Dunes	Speeding 26 in a 20 mph	\$25
2949 Cedar Dunes	Speeding 27 in a 20 mph	\$25
2949 Cedar Dunes	Speeding 27 in a 20 mph	\$25
<b>Chatham Lane</b>		
2906 Chatham Ln	Speeding 32 in a 25 mph	\$25
<b>Jamesport Drive</b>		
1680 Jamesport	Speeding 31 in a 25 mph	(G)
1684 Jamesport	Speeding 35 in a 25 mph	(G)
1685 Jamesport	Speeding 32 in a 25 mph	\$25
1732 Jamesport	Speeding 32 in a 25 mph	\$25
1732 Jamesport	Speeding 34 in a 25 mph	\$50
1735 Jamesport	Speeding 34 in a 25 mph	\$50
1735 Jamesport	Speeding 34 in a 25 mph	\$100
1747 Jamesport	Speeding 34 in a 25 mph	\$25
1772 Jamesport	Speeding 36 in a 25 mph	\$25
1772 Jamesport	Speeding 31 in a 25 mph	\$25
1776 Jamesport	Speeding 32 in a 25 mph	\$25
1784 Jamesport	Speeding 31 in a 25 mph	\$25
1804 Jamesport	Speeding 31 in a 25 mph	\$50
1847 Jamesport	Speeding 32 in a 25 mph	\$50
1855 Jamesport	Speeding 28 in a 20 mph	\$50
1856 Jamesport	Speeding 34 in a 25 mph	\$50
1856 Jamesport	Speeding 31 in a 25 mph	\$100
1867 Jamesport	Speeding 36 in a 25 mph	(G)
1872 Jamesport	Speeding 34 in a 25 mph	\$25
1872 Jamesport	Speeding 31 in a 25 mph	\$50
1983 Jamesport	Speeding 31 in a 25 mph	(G)
<b>Marblehead Way</b>		
2061 Marblehead	Speeding 32 in a 25 mph	\$25
2081 Marblehead	Speeding 36 in a 25 mph	(G)
2081 Marblehead	Speeding 34 in a 25 mph	(G)
<b>Marshfield Court</b>		
2378 Marshfield	Speeding 37 in a 25 mph	\$50
2378 Marshfield	Speeding 33 in a 25 mph	\$100
2560 Marshfield	Speeding 33 in a 25 mph	(G)
2574 Marshfield	Speeding 27 in a 20 mph	\$25
2579 Marshfield	Speeding 28 in a 20 mph	\$25
2582 Marshfield	Speeding 26 in a 20 mph	\$25
2582 Marshfield	Speeding 30 in a 20 mph	\$25



2615 Marshfield	Speeding 29 in a 20 mph	(G)
2615 Marshfield	Speeding 26 in a 20 mph	\$25
<b>Newport Isles Blvd</b>		
1767 Newport Isles	Speeding 33 in a 25 mph	\$25
1767 Newport Isles	Speeding 31 in a 25 mph	\$50
1767 Newport Isles	Speeding 34 in a 25 mph	\$100
1767 Newport Isles	Speeding 34 in a 25 mph	\$100
1767 Newport Isles	Speeding 39 in a 25 mph	\$100
1826 Newport Isles	Speeding 31 in a 25 mph	\$25
1855 Newport Isles	Speeding 34 in a 25 mph	\$25
2048 Newport Isles	Speeding 31 in a 25 mph	\$25
2075 Newport Isles	Speeding 32 in a 25 mph	\$25
2094 Newport Isles	Speeding 33 in a 25 mph	\$25
2133 Newport Isles	Speeding 32 in a 25 mph	(G)
2146 Newport Isles	Speeding 33 in a 25 mph	\$25
2162 Newport Isles	Speeding 38 in a 25 mph	(G)
2166 Newport Isles	Speeding 32 in a 25 mph	\$25
2166 Newport Isles	Speeding 27 in a 20 mph	\$50
2173 Newport Isles	Speeding 31 in a 25 mph	(G)
2173 Newport Isles	Speeding 32 in a 25 mph	\$25
2189 Newport Isles	Speeding 32 in a 25 mph	(G)
2202 Newport Isles	Speeding 34 in a 25 mph	(G)
2225 Newport Isles	Speeding 39 in a 25 mph	\$25
2225 Newport Isles	Speeding 31 in a 25 mph	\$50
2325 Newport Isles	Speeding 32 in a 25 mph	\$25
<b>Providence Place</b>		
2038 Providence	Speeding 31 in a 25 mph	\$25

- II. Reserve Study:** Michele Lee Longerbeam discusses the importance of updating the Association’s reserve study every four to five years for budgeting purposes. She discusses how the rise of inflation has made the 2020 reserve study inconsequential. The Board of Directors review the bids for a 2024 Reserve Study. Joe Passarelli makes a motion, 2<sup>nd</sup> by Michele Lee Longerbeam to accept the proposal by MacKenzie Engineering & Planning, Inc for a full reserve study with a site visit. All in favor. The motion carried.
- III. Gym:** Michele Lee Longerbeam discusses the breakdown of two treadmills within the past week. The warranties on the treadmills ended 2 years ago. The cost to repair the treadmills is high and based on the recommendation of the Property Manager, it would be more cost effective to purchase new treadmills. Discussion ensued. Joe Clark made a motion, 2<sup>nd</sup> by Joe Passarelli to purchase three new treadmills not to exceed \$5,000 per unit and to have manager get bids for updating the gym & equipment. All in favor. Motion carried.

- IV. Lakes:** Michele Lee Longerbeam states the Property Manager and her attended the CDD meeting on August 8, 2023, and there was discussion between the Association and the CDD about fountains. The Property Manager goes into more detail about asking the CDD to partner with the Association to install more lake fountains. The CDD agreed to review the data in the repairs of past fountains to see if it is cost effective to move forward. Gerald Mirabile, a resident, who is on the Board of Directors for the CDD speaks more in depth on the CDD's stance with reviewing repairs and cost for the fountains. He gives management authorization to give his contact info to residents who come to the office about CDD related questions or concerns.

Michele Lee Longerbeam notifies the residents of the CDD discussing a future night meeting for the residents who cannot attend their daytime meetings. Joe Clark makes a motion, 2<sup>nd</sup> by Michael Joie to stay with the initial plan to install more lake fountains as a joint venture with the CDD pending the CDD's approval. Michele Lee Longerbeam, Michael Joie, and Joe Clark voted to approve with Joe Passarelli voting no. Motion carried.

- V. Legal:** Michele Lee Longerbeam tells the residents in attendance there is a legal matter the Association is currently involved in regarding a townhome issue. The Pre-suite Mediation was initially scheduled for July 12, 2023 but due to a scheduling conflict it was moved to September 1, 2023.

### **Old Business:**

- I. Refurbish:** The Board of Directors were presented with four bids to refurbish the clubhouse, guardhouse, and cabana. The Board of Directors review the bids and discussion ensues. Joe Clark makes a motion, 2<sup>nd</sup> by Michael Joie to accept the proposal from Almeida Acquisitions to refurbish the clubhouse. Michele Lee Longerbeam, Michael Joie, and Joe Clark voted to approve with Joe Passarelli voting no. Motion carried. Michele Lee Longerbeam makes a motion, 2<sup>nd</sup> by Joe Clark to accept the proposal from Almeida Acquisitions to refurbish the guardhouse. Michele Lee Longerbeam, Michael Joie and Joe Clark vote to approve with Joe Passarelli voting no. Motion carried. Michael Joie makes a motion, 2<sup>nd</sup> by Joe Clark to accept the proposal from Almeida Acquisitions to refurbish the cabana pool. Michele Lee Longerbeam, Michael Joie, and Joe Clark vote to approve with Joe Passarelli voting no. Motion carried. FJRP Services LLC as a contingency plan if needed for the Club house, Cabana, & Guard House. Discussion ensued on the refurbishing projects.

**II. Events:** Michele Lee Longerbeam announces the upcoming events/parties at Newport Isles.

- First AID/CPR/AED class: September 9<sup>th</sup> in the clubhouse at 10am
- Food Truck Invasion: September 13<sup>th</sup> from 5pm-8pm at the clubhouse
- A Touch of Kindness: September 13<sup>th</sup> from 11am-2pm at the clubhouse
- A Touch of Kindness BBQ: October 11<sup>th</sup> from 11am-2pm at the townhome pavilion
- Halloween Party: October 28<sup>th</sup> from 4pm-7pm at the clubhouse

Michele Lee Longerbeam talks about the big turnout at Celebration of Life Event that occurred at the Townhome Pavilion on July 22<sup>nd</sup>. She thanks all who participated and mentions the local government, swim academies and news media that attended. Michele asks the residents in attendance to go to the office if they wish to volunteer at the next scheduled events.

**Owners Forum:**

Virginia Peters:

- 1) Discusses renters using additional parking spaces in the townhomes instead of their garages and driveway.
- 2) Discusses a possible warning system to communicate with residents
- 3) Discusses the house on Newport Isles Boulevard with a hole on the side of the house

Gail Porter: Discusses the possibility to have set, regular board meetings

**Adjournment:** With no further business to discuss, Michele Lee Longerbeam makes a motion, 2<sup>nd</sup> by Joe Clark to adjourn the meeting at 8:43PM. All in favor. The motion carried.

Minutes approved on \_\_\_\_\_