

# Architectural Control Committee

## Minutes

Date: Tuesday, April 16th, 2024

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

1. Call to Order
2. Pledge of Allegiance
3. Roll Call: Shane Hoots, Chairman, Michael Johnson (Alternate), Trustee Liaison Becky Earnest
4. Applications for Review
5. Suggestions, Problems, Issues or Concerns
6. Public Comments
7. ACC Board Member Comments
8. Adjournment: 10:30am

***We have received three applications for ACC Board Member Spots: Elizabeth Garcea 1056 Wood Ct, Janet Keeble 429 Holiday Park Blvd & Delores Lencioni 277 Borel.***

***Mike made a motion to accept the application of Delores Lencioni as a Full ACC Board Member, she is a full time resident of Texas but is in our Park most of the year, Shane seconded it.***

***Mike made a motion to accept the application of Janet Keeble as an alternate to the ACC Board Member, Janet is a part time resident who is here for 9 months a year. Shane seconded it.***

***Mike made a motion to accept the application of Elizabeth Garcea as a Full Time ACC Board Member, she is a full-time resident of the Park. Shane did ask Liz if she was capable of fulfilling the duties of the ACC Board Physically and she answered yes.***

***Karen Kay Allen has missed more than 3 ACC Meetings due to illness; she may reapply for an ACC Board Position when she is able and willing to serve again. Shane did speak to Kay the other day and she is not well enough to continue on the Baard at this time.***

### Applications

Applicant:	Janet Keeble
Address:	427 Holiday Park
Application:	Replacement Roof
Contractor:	Wescon Construction (we have updated Insurance and License)
Action:	<b>Mike made a motion to approve Shane seconded it.</b>

Applicant:	Kevin & Deborah McMillen
Address:	1162 Virginia Ct.
Application:	Install a 10x 12 shed
Contractor:	James A. Smalley Utility Bldgs. (we have updated Insurance and License & City of Palm Bay Permit)
Action:	<b>Mike Johnson made a motion to approve Shane seconded it.</b>

Applicant:	Helene Romero
Address:	1175 Virginia Ct.
Application:	Replace Roof
Contractor:	Precision Trades & Services (we have updated Insurance and License)
Action:	<b>Mike made a motion to approve Shane seconded it.</b>

Applicant:	Don Zebraski
Address:	686 Sunrise Court
Application:	Re-Roof
Contractor:	Heart Roofing, LLC (we do have contractors license and insurance.)
Action:	<b>Mike made a motion to approve Shane seconded it.</b>

Applicant:	Jocelyn Welch
Address:	1003 Moonlight Court
Application:	Remove Palm Tree
Contractor:	Alpine Tree Service
Action:	<b>Mike made a motion to approve Shane seconded it.</b>

**UPDATES:**

1285 Dove Court	Waiting on City of Palm Bay Permits and application for Driveway, Carport and the Utility Room. (city rejected utility room permit)
340 Holiday Park Blvd	Waiting on installation of carport, utility room and driveway  Mr.Gower (owner) did come to our meeting today to apologize to the ACC Board, for moving into his residence without our approval. His carport, utility room and driveway are being installed this week.

**Correspondences:**

**Shane read a letter from Maggie Ratliff re: Dr. Roofers letter is attached to the minutes.**

**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.
- 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.

**Mike Johnson has given us a letter stating he is going up north on the 27<sup>th</sup> of April and will not be returning until early December 2024.**

**Next ACC Meeting is Tuesday May 7<sup>th</sup>, 2024**