

PEBBLE BEACH VILLAS
BOARD MEMBER MEETING

Meeting Date: Wednesday, July 16, 2025

Meeting Time: 10:00 a.m.

Meeting Place: PBV Clubhouse

Minutes

1. Welcome
2. Call to order: Jon Davis called the meeting to order at 10:00.
3. Present at Roll Call: Jon Davis, Don Groshong, (Zoom call) Steve Croft, Janice Buchwald, Ken Quinn, Dave Chisholm and Bruce Garrison.
4. Quorum: Requirement met with 7 board members present.
5. Minutes: Board approved previous meetings minutes.
6. Old Business

- a. Board approval of Standing Rental/Leases/Sales Committee.

A new committee to review and make recommendations on rental, lease and sales agreements has been named. The committee members are Keith Winters, Bruce Garrison and Bradley Earle. The committee will take effect on July 16, 2025.

A Resolution was proposed by Jon Davis, seconded by Don Groshong and unanimously approved as follows:

RESOLUTION 1: Resolved that the PBV Board of Directors approves a new Standing Rental, Leases, and Sales Committee to review and make recommendations to the board on rental, lease, and sales agreements. The committee will consist of three owners. Keith Winters, Bruce Garrison, Bradley Earle are named to this committee effective July 16, 2025.

b. AC Units

Steve stated at the start of 2025 that we firmly believed we needed to expand the size of the 14 AC compressor areas outside of each of the 7 buildings to be up to code. In mid-May it was determined that this was not necessary. Most shrubs screening the AC units have been replanted; the rest will be planted soon.

Based on the initial information provided, the concrete fences were removed to accommodate the revised pad size. This resulted in 52 electrical boxes left dangling. Now we are moving ahead to secure *some* of the 52 dangling electrical boxes to their compressor units. Eleven boxes are in bad condition and must be replaced. The cost is \$425/ box. Beachland Air Conditioning and Heating will do the work. There are 11 more boxes that could be replaced due to grounding concerns, and the board is considering whether to do this also.

A Resolution was proposed by Steve Croft and seconded by Don Groshong and unanimously approved as follows:

RESOLUTION 2: Resolved that the PBV Board of Directors approves having Beachland Air Conditioning and Heating repair of up to eleven AC compressor electrical boxes and attaching them to their compressor unit at a cost not to exceed \$5,000.

A Resolution was proposed by Steve Croft and seconded by Don Groshong and unanimously approved as follows:

RESOLUTION 3: Resolved that the PBV Board of Directors approves the initiation and completion of repairing defective main water valves to each of our seven main buildings at a cost of up to \$17,000. This expense is to be charged to PBV Building Reserve.

See attachment: *Extending AC Compressor*

c. Fire Stops

Ken confirmed completion of Fire Stops work and payment to the contractor. Jon asked if we could get a certificate stating we have complied with code requirements for the Vital Records. Neither Don nor Ken have documentation stating compliance. After the meeting, Elliott Merrill (EM) sent IRS (Indian River Shores) Fire Marshall re-inspection reports confirming compliance. This document will be filed in the Vital Records.

d. New Website

Jon stated that PBV must have a website compliant with Florida Statute 718.111 by January 2026. Jon and Dave have been researching options and Dave has identified a potential platform vendor, CondoSites. More research and discussions will be done before choosing the final vendor. The new website will offer many up-to-date options. Examples include: the ability to offer meetings via the website, password protection, weather and news, and PBV community information. The website will also provide access to crucial documents such as official records, meeting details and financial reports.

e. Expand Pool Use

Dave advised pool lanterns around the pool have been replaced and provide additional light that may meet the standards to extend pool use. He is in the process of assessing the lighting. After meeting code requirements, owners will decide if they want hours extended. After these steps, if owners decide to extend hours, an application will need to be sent to the state for approval. A Resolution was proposed by Steve Croft, seconded by Don Groshong and unanimously approved as follows:

RESOLUTION 4: Resolved that the PBV Board of Directors approves replacing seven lanterns on the pool deck at a cost not to exceed \$2000, which will be charged to the Recreation Reserve.

f. Roof Repairs

Ken reported no roof problems at the present time. Jon said some areas need repainted, so Ken is contacting the roof contractor to see if they will take care of it.

g. Landscaping Update

Dave reported that most of the shrubs have been replaced to provide a screen for the AC units. The tree contractor recommended removing the fence to remove the overgrown and sparse shrubs from the south side of our property. Dave consulted with the owners of the office property, and they mutually agreed that both the fence and the shrubs should be removed. They also offered to split the cost. Now we are in discussions with the office building owners to replace the fence. Don will check with our lawyer to find out if there is a municipal ordinance that requires a fence between commercial and residential property. We will be working with the owner of the office building to get the fence replaced as soon as possible.

7. New Business

a. Quarterly Financial Update

Steve provided information on our present financial situation, which is below budget; however, with expenses now estimated to exceed 2025 total income, there will be an end of year loss of approximately \$2,000. Major expense drivers are insurance, legal costs, maintenance labor, utilities (water and trash), tornado cleanup and repairs and office supplies and paper. The board will review these matters and consider possible actions for improvement.

See Attachment: *Quarterly Financial Update and Full Year Estimates*

See Attachment: *Elliott Merrill Financial and Property Report*

b. PBV Appraisal and Insurance

Steve advised PBV carries five types of insurance, with 95% of the total insurance is for our property. Florida condo statute requires us to have the property reappraised every three years; this summer our property will be appraised. He estimates it will come in about 25% above last year due to inflation and claims from recent hurricanes driving up the cost of rebuilding.

See attachment: *PBV 2025 Appraisal and Insurance*

c. Updated Project list Review for 2025

Steve provided an update on the current projects that the board is working on. The AC Enclosures are no longer active because moving AC units and installing new pads are not required. Jon suggested tabling the type of water valves to be used until we have more information. Ken stated there is one main water turn-off for the entire complex in case of emergency. The other active and priority projects are being worked on and highlighted on the Active and Priority Projects List.

See attachment: *Active and Priority Projects List*

d. New Elliott Merrill Maintenance Personnel

A new maintenance employee has been hired, and the board needs to approve additional hours per week for his work at PBV.

A Resolution was proposed by Steve Croft and seconded by Don Groshong and unanimously approved as follows:

RESOLUTION 5: Resolved that the PBV Board of Directors approves increasing our maintenance man on-site hours from 24 hours per week to 32 hours per week.

e. Cable/Internet Update

Dave is checking to see if we can find a cable tv and internet supplier that is more reasonable and offers more options.

f. Shed Update

Ken is working on a central location for the maintenance shed. Current storage areas are not adequate for supplies and tools. One possible location is near E Building by the fence, but no decision has been made. Additional research is necessary, and obtaining a variance from the city may be needed.

g. Pool Post Lanterns post lantern.

Six lanterns have been replaced; one more will be replaced after the drainage resurfacing. Dave is researching replacing some of the other lighting by walkways with something other than the type of lights we have presently. The lights we have now cannot be repainted and need to be replaced.

8. Adjournment: Jon made a motion to adjourn; it was duly seconded and was unanimously approved at 11:00.

Gazebo

After the meeting county representatives discussed the replacement of the gazebo and alternate sites. No decisions have been made at this time.