

Contact the Board at Board@tequestapinespoa.com to request Zoom meeting access information.

**TEQUESTA PINES PROPERTY OWNERS ASSOCIATION BOARD
OF DIRECTORS
MEETING**

Tuesday, September 8, 2026 at 6:30 PM

AGENDA

LOCATION: Video Conference Meeting via Zoom

1. CALL TO ORDER AND ROLL CALL (*Record Meeting Start Time*)

Thomas Bradford, President
Nancy McAllister, Treasurer
Richard Evan, Director
Giacomo Terrizzi, Director
Mark Muller, Director

2. APPROVAL OF THE AGENDA (*as is, additions, deletions or modifications*)

3. PROOF OF DUE NOTICE OF MEETING (*Notice of this meeting was posted on the TPPOA website not less than 48 hours prior to this meeting. Property owners receive a calendar of all Board monthly meetings annually per Florida Statute.*)

4. REVIEW AND APPROVAL OF UNAPPROVED MINUTES

A. Minutes for the Board Meeting on August 11, 2026.

5. REPORTS

1. Community Compliance Report.
2. Treasurer's Report. (*Nancy McAllister, Treasurer*)
 1. TPPOA 08/31/26 Balance Sheet and P&L

**6. ARCHITECTURAL REVIEW COMMITTEE (ARC)
APPLICATIONS REVIEW.**

1. 7 Pine Hill Trail East – Paint
2. 42 Poplar – Fence
3. 117 Pine Hill Trail West – Paint
4. 86 Hickory Hill – Roof
5. 109 Beechwood Trail - Renovation

7. OLD BUSINESS

1. Update on TPPOA Short Term Rentals Voting Document Requirements and the Annual Meeting (*Thomas G. Bradford*)
2. Update on TPPOA Fall Block Party. (*Giacomo Terrizzi, Director*)

THIS AGENDA CONSTITUTES A LEGAL NOTICE OF THIS MEETING.

3. Review and Consideration of a Landscaping Proposal from Revival Landscape Services LLC in the Amount of \$13,740.00. *(Thomas Bradford)*

8. NEW BUSINESS (NONE)

9. COMMUNICATIONS FROM TEQUESTA PINES PROPERTY OWNERS

10. ANY OTHER MATTERS & OPEN DISCUSSION BY BOARD MEMBERS.

11. NEXT MEETING

Monthly Board Meeting- October 13, 2026 at 6:30 PM Via Zoom.

Annual Meeting- October 28, 2026 at 7:00 PM

12. ADJOURNMENT *(Record Meeting Adjournment Time)*

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**TEQUESTA PINES PROPERTY OWNERS ASSOCIATION BOARD OF
DIRECTORS MEETING**

Tuesday, August 11, 2026 at 6:30 PM

MINUTES

LOCATION: Video Conference Meeting via Zoom

1. CALL TO ORDER AND ROLL CALL (*Record Meeting Start Time*)

The meeting was called to order at 6:33 PM

- √ Thomas Bradford, President
- √ Nancy McAllister, Treasurer
- √ Richard Evan, Director
- √ Giacomo Terrizzi, Director
- X Mark Muller, Director

√ = Present; X= Absent

2. APPROVAL OF THE AGENDA (*as is, additions, deletions or modifications*)

The agenda was approved as submitted, but the order of the proposed agenda was modified to review the ARC applications after Review and Approval of Unapproved Minutes and before the social media presentation to free up the ARC applicants in attendance.

3. PROOF OF DUE NOTICE OF MEETING (*Notice of this meeting was posted on the TPPOA website not less than 48 hours prior to this meeting. Property owners receive a calendar of all Board monthly meetings annually per Florida Statute.*)

4. REVIEW AND APPROVAL OF UNAPPROVED MINUTES

A. Minutes for the Board Meeting on July 14, 2026.

The minutes for the Board meeting on July 14, 2026 were unanimously approved by the Board.

5. PRESENTATIONS

1. A Presentation on Planning for a Proper Social Media Program for TPPOA by Sarah Vega, Founder & Creative Strategist for Studio 17 to Increase Property Owner Engagement with TPPOA and Related Matters. (*Sarah Vega*)

After the social media presentation wherein, the Board was informed about how a plan must be developed based upon a discovery audit to include review of the current social media resources being used, manpower required for an effective program and website adequacy among other things to make for a proper social media plan. The first step was the discovery audit and after discussion the Board voted unanimously to appropriate \$750 for the discovery audit work in order to start the process for improving TPPOA communications with the property owners.

6. REPORTS

1. Community Compliance Report.

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There were no compliance issues that Board members were aware of.

2. Treasurer's Report. (*Nancy McAllister, Treasurer*)

1. TPPOA 07/31/26 Balance Sheet and P&L

Treasurer McAllister indicated she had reviewed the budget, current expenditures and revenue and all seemed fine, but she noted that the landscaping budget allocation for 2026 may go over the budgeted amount.

7. ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATIONS REVIEW.

(*Marco Valdez, Treasurer*)

1. 46 Woodland Drive– Fence
2. 17 Quail Circle – Fence
3. 64 Birch Place - Roof and Paint
4. 28 Hickory Hill Road - Paint

ARC applications 2-4 above were approved with a 3-month completion timeline. ARC application number 1 above was approved with a 6-month completion timeline and required the addition of a clusia hedge for the 60-foot-long fence portion running parallel to Pine Hill Trail East.

8. OLD BUSINESS

1. Update on Planning for a September 2026 TPPOA “Block Party.” (*Giacomo Terrizzi*)

Mr. Terrizzi updated the Board with the work he had undertaken to date for the upcoming Block party. He requested, and the Board voted unanimously, to change the date of the party to October 10, 2026 from 4:00 PM to 7:00 PM. Mr. Bradford was asked to check with the TPPOA attorney to determine if it was OK to distribute ballots at the upcoming Block party in addition to the requirement that all ballots must be mailed.

2. Overview of the Like for Like ARC Process. (*Thomas Bradford*)
3. TPPOA Short Term Rentals – Voting Process Plan. (*Thomas Bradford*)

Mr. Bradford provided a quick overview of how the Like for Like ARC approval process worked and noted that the process required any like for like approval to be signed by two Board members. Therefore, Board members may be called upon to participate in any future potential Like for Like applications.

9. NEW BUSINESS

1. Draft for Newly Proposed Fence Rules for Visible Fences in Tequesta Pines. (*Thomas Bradford*)

Mr. Bradford did not dive into the proposed written fence rules he had drafted at this meeting. Instead, he showed the Board photos of beautiful examples of fences and gates and contrasted them with bad examples of fences in Tequesta Pines. The intended takeaway from

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this photo review was to stress the importance of addressing fencing applications properly on the front end when the property owner is seeking approval to ensure continued attractiveness over time instead of paying little attention to detail at the front end that may ultimately result in compliance issues years later.

2. Review and Consideration of a Landscaping Proposal from Revival Landscape Services LLC in the Amount of \$13,740.00. *(Thomas Bradford)*

The Board reviewed the proposal and debated the need for the proposed scope of work at this time. It was determined by the Board that at this time to get a quote from Revival to update the 5 sign locations on Seabrook Road if they were in need of betterment.

10.COMMUNICATIONS FROM TEQUESTA PINES PROPERTY OWNERS

There were no communications from any Tequesta Pines property owners.

11.ANY OTHER MATTERS & OPEN DISCUSSION BY BOARD MEMBERS.

There were no other matters to come before the Board for their consideration.

12.NEXT MEETING

Monthly Board Meeting- September 8, 2026 at 6:30 PM Via Zoom.

13.ADJOURNMENT *(Record Meeting Adjournment Time)*

The Board members voted unanimously to adjourn the meeting at 8:44 PM.

THIS AGENDA CONSTITUTES A LEGAL NOTICE OF THIS MEETING.

Tequesta Pines POA
Balance Sheet
As of August 31, 2026

Accrual Basis

	Aug 31, 26
ASSETS	
Current Assets	
Checking/Savings	
Valley Nat'l Bank CK-Operations	37,849.78
Valley Nat'l Bank MM-Reserve	103,484.03
Total Checking/Savings	141,333.81
Accounts Receivable	
1200 · Accounts Receivable	-133.53
Total Accounts Receivable	-133.53
Total Current Assets	141,200.28
TOTAL ASSETS	141,200.28
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Reserves-Major Repair/Repl.	93,808.10
Total Other Current Liabilities	93,808.10
Total Current Liabilities	93,808.10
Total Liabilities	93,808.10
Equity	
1110 · Retained Earnings	13,625.74
Net Income	33,766.44
Total Equity	47,392.18
TOTAL LIABILITIES & EQUITY	141,200.28

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All items highlighted in yellow constitute proposed improvements at the location of the 5 TPPOA signs of Seabrook Road.

Service Proposal

Revival Landscape Services, LLC
800 13th Street STE A
Lake Park, FL 33403
561-966-1448

Tequesta Pines POA

Tuesday, July 14, 2026

P.O. Box 3906
Tequesta, FL 33469-3906

Salesperson:

Rob Gresham

rgresham@revivallandscape.com

Site Address: P.O. Box 3906 Tequesta, FL 33469-3906

Tequesta Pines POA 20260714

#	Description	Qty	Rate	Price
1	Enhancement General landscape improvement recommendations for the landscape beds along Seabrook Rd. This is mostly filling in of existing plant material, replacing some of the old Ligustrum trees, tightening of the bed lines with sod, and mulching all beds and tree rings with the exception of the Clusia hedges. Bed #'s correspond to the labeled aerial photos.	0		
2	Enhancement Bed #1 - OK	0		
3	Enhancement Bed #2 - Hardprune Cocoplum damaged by cold down to 18"	1	\$105.00	\$105.00
4	Enhancement Bed #3 - OK	0		
5	Enhancement Bed #4 - 25 Cocoplum 3g	25	\$15.00	\$375.00
6	Enhancement Bed #5 - 20 Muhly grass 3g	20	\$15.00	\$300.00
7	Enhancement Bed #6 - Remove 1 aging Ligustrum tree, install a 25g Silver Buttonwood to match	1	\$675.00	\$675.00
8	Enhancement Bed #7 - OK	0		
9	Enhancement Bed #8 - Remove and replace 2 Ligustrum trees with Silver Buttonwood trees 25g	2	\$675.00	\$1,350.00
10	Enhancement Fill in 5 Cocoplum 3g	5	\$15.00	\$75.00
11	Enhancement Bed #9 - 10 Muhly grass	10	\$15.00	\$150.00
12	Enhancement Bed #10 - 5 Cocoplum 3g	5	\$15.00	\$75.00
13	Enhancement Bed #11 - OK	0		
14	Enhancement NW corner - remove small section of Cocoplum and install 10 Dwarf Ixora 3g Red; Fill in 4 Trinettes 3g	14	\$15.00	\$210.00
15	Enhancement SW corner - 10 Dwarf Ixora 3g Red	10	\$15.00	\$150.00
16	Enhancement Bed #12 - 10 Muhly grass 3g	10	\$15.00	\$150.00
17	Enhancement Bed #13 - 5 Cocoplum 3g	5	\$15.00	\$75.00
18	Enhancement Bed #14 - OK	0		
19	Enhancement Bed #15 - Remove and replace 2 Ligustrum trees with Silver Buttonwood trees 25g	2	\$675.00	\$1,350.00
20	Enhancement Bed #16 - 15 Muhly grass 3g	15	\$15.00	\$225.00
21	Enhancement	0		

	ed #17 - OK			
22	Enhancement Bed #18 - OK	0		
23	Enhancement SE corner - remove small section of Cocoplum and install 10 Dwarf Ixora 3g Red	10	\$15.00	\$150.00
24	Enhancement NE corner - remove small section of Cocoplum and install 10 Dwarf Ixora 3g Red	10	\$15.00	\$150.00
25	Enhancement Bed #19 - OK	0		
26	Enhancement B #20 - 5 Muhly grass	5	\$15.00	\$75.00
27	Enhancement Bed #21 - Remove Cherry plants, install 30 Cocoplum 3g	30	\$15.00	\$450.00
28	Enhancement Bed #22 - 5 Muhly grass 3g	5	\$15.00	\$75.00
29	Enhancement Bed #23 - OK	0		
30	Enhancement Bed #24 - OK	0		
31	Enhancement Bed #25 - 30 Cocoplum 3g	30	\$15.00	\$450.00
32	Enhancement Bed #26 - 5 Muhly grass	5	\$15.00	\$75.00
33	Enhancement NE corner #2 - remove small section of Cocoplum and install 10 Dwarf Ixora 3g Red	10	\$15.00	\$150.00
34	Enhancement 2 pallets of sod to close in and tighten up bedlines	2	\$750.00	\$1,500.00
35	Enhancement Optional but highly recommended - Install 9 pallets of chocolate brown mulch to all beds and tree rings on Seabrook Rd. (does not include Clusia hedges)	9	\$600.00	\$5,400.00

Thank You for the Opportunity to Serve You,
Rob Gresham

Subtotal:	\$13,740.00
Tax:	\$0.00
Total:	\$13,740.00

Signing this contract indicates acceptance for the above work to be completed at the stated price under the terms and conditions on the following page.

Date

Breakdown:

- Of the total amount, \$3375 is tree replacements, \$1500 for sod, \$5400 for mulch, and \$3465 for shrubs.
- The Board can choose which items are a priority at this time.
- Plants and turf will need to be watered-in by setting a grow-in program on the clock. Cocoplum are especially hard to get established and will need to be watered 2x per day for a week, then 1x per day for another 1-2 weeks.
- Mulch is aesthetic, but also aids in the establishment period