

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

TEQUESTA PINES PROPERTY OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

Tuesday, May 12, 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
 - Marco Valdez, Treasurer
 - Richard Evan, Director
 - Giacomo Terrizzi, Director
 - Director Opening
- 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 March 10, 2026.
- 5. REPORTS**
 1. Community Compliance Report.
 2. Treasurer's Report. (*Marco Valdez, Treasurer*)
 1. TPPOA 04/30/26 Balance Sheet and P&L
- 6. ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATIONS REVIEW.**
(*Marco Valdez, Treasurer*) **NONE This Month**
- 7. OLD BUSINESS**
 1. TPPOA Short Term Rentals (*Marco Valdez*)
- 8. NEW BUSINESS**
 1. Draft Rooftop Solar Panels Application for the TPPOA ARC Process. (*Thomas Bradford*)
- 9. COMMUNICATIONS FROM TEQUESTA PINES PROPERTY OWNERS**
- 10. ANY OTHER MATTERS & OPEN DISCUSSION BY BOARD MEMBERS.**
- 11. NEXT MEETING**
Monthly Board Meeting- June 9, 2026 at 6:30 PM Via Zoom.
- 12. ADJOURNMENT** (*Record Meeting Adjournment Time*)

THIS AGENDA CONSTITUTES A LEGAL NOTICE OF THIS MEETING.

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

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

Tuesday, April 14, 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 6:30 PM

- √ Thomas Bradford, President
- √ Marco Valdez, Treasurer
- √ Richard Evan, Director
- X Giacomo Terrizzi, Director
- Director Openings (1)

√ = Present; X= Absent

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

The agenda, as submitted, was unanimously approved by the Board members.

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 March 10, 2026.

The minutes for the Board meeting held on March 10, 2026 were unanimously approved by the Board members.

5. REPORTS

1. Community Compliance Report.

Mr. Bradford indicated he had been monitoring the ongoing boat and trailer parked in the driveway at 40 Pine Hill Trail West and that he would implement compliance actions unless any Board members knew this person and wished to speak to him first. No one mentioned they wished to intervene. Therefore, compliance actions would be implemented.

2. Treasurer's Report. (*Marco Valdez, Treasurer*)

1. TPPOA 03/31/26 Balance Sheet and P&L

Mr. Valdez provided an update on the annual 2026 assessments outstanding, which had improved since the last Board meeting, with only two or three being turned over to the TPPOA attorney for collection proceedings. There were no budget expenditure aberrations requiring a discussion.

6. ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATIONS REVIEW.

(*Marco Valdez, Treasurer*)

- 1. 82 Hickory Hill Road – Paint
- 2. 102 Beechwood Trail - Front Door
- 3. 102 Beechwood Trail - Doors and Windows
- 4. 54 Woodland Drive – Fence
- 5. 97 Beechwood Trail - Driveway

All of the above ARC applications were unanimously approved by the Board members each with a specific time frame for completion depending on the

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complexity of the work and/or any supply chain or contractor mobilization issues that may be involved.

7. OLD BUSINESS

1. Update on TPPOA Short Term Rentals (*Marco Valdez*)

It was decided by consensus of the Board that TPPOA would proceed with the 6-month minimum rental allowed for in F.S. 720.306(1)(h) for associations such as TPPOA. Such restrictions, if passed by the members, are generally only applicable to owners who buy their property after the amendment is passed or those who have specifically consented to it.

8. NEW BUSINESS

1. Rooftop Solar Panels Application Requirements for the TPPOA ARC. (*Thomas Bradford*) Mr. Bradford was requested to attempt to modify the existing ARC application to accommodate new provisions for Rooftop Solar Panel applications without increasing the number of pages in the existing ARC application.

2. Authorization to Write to the Village of Tequesta Requesting Modification of VOT Right-of-Way Rules to Prohibit Pyramid Vehicle Restraint Barriers (PVRB) and Mushroom Bollards in Right-of-Way Swales with No Grandfathering for Existing PVRBs or Mushroom Bollards. (*Thomas Bradford*)

Mr. Bradford requested the Board's OK to send a written communication to the Village of Tequesta asking them to disallow the placement of PVRB or "Mushroom" vehicle restraint barriers and by consensus, the Board approved Mr. Bradford's request.

3. TPPOA Summer Block Party. (*Marco Valdez, Treasurer*)

It felt like the Board does not have enough time to properly organize a block party in May, 2026. Therefore, it was requested that Mr. Bradford make a note in his draft agenda for September 2026, the subject of a block party in the Fall of 2026 or for Winter in 2026/2027.

9. COMMUNICATIONS FROM TEQUESTA PINES PROPERTY OWNERS

There were no communications from residents of Tequesta Pines.

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

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

11. NEXT MEETING

Monthly Board Meeting- May 12, 2026 at 6:30 PM Via Zoom.

12. ADJOURNMENT (*Record Meeting Adjournment Time*)

The Board voted unanimously to adjourn the Board meeting at 7:37 PM.

Tequesta Pines POA
Balance Sheet
As of April 30, 2026

Accrual Basis

	Apr 30, 26
ASSETS	
Current Assets	
Checking/Savings	
Valley Nat'l Bank CK-Operations	54,488.68
Valley Nat'l Bank MM-Reserve	102,897.70
Total Checking/Savings	157,386.38
Accounts Receivable	
1200 · Accounts Receivable	519.79
Total Accounts Receivable	519.79
Total Current Assets	157,906.17
TOTAL ASSETS	157,906.17
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	50,472.33
Total Equity	64,098.07
TOTAL LIABILITIES & EQUITY	157,906.17

Tequesta Pines POA Profit & Loss Budget Performance April 2026

			Apr 26	Budget	Jan - Apr 26	YTD Budget	Annual Budget		
6610 · Taxes									
		6620 · Federal	0.00	0.00	639.00	700.00	700.00		700.00
Total 6610 · Taxes			0.00	0.00	639.00	700.00	700.00		700.00
8000 · Reserve Funding			0.00	0.00	0.00	0.00	0.00		0.00
Total Expense			6,479.75	4,792.87	27,265.93	31,536.54	78,714.50		
Net Ordinary Income			-6,462.24	-4,557.87	50,472.33	45,967.96	0.00		
Other Income/Expense									
Other Income									
		7030 · Other Income	0.00	0.00	0.00	0.00	0.00		0.00
Total Other Income			0.00	0.00	0.00	0.00	0.00		0.00
Net Other Income			0.00	0.00	0.00	0.00	0.00		0.00
Net Income			-6,462.24	-4,557.87	50,472.33	45,967.96	0.00		0.00

If you are seeking ARC review of a rooftop solar panel(s) installation on your rooftop do not use this application. Use the Rooftop Solar Panels ARC application you can download at this link: <https://www.tequestapinespoa.com/architectural-review-committee>

Tequesta Pines Property Owners Association, Inc.

Architectural Review Committee (ARC) Application Form

Property Owner's Name(s): _____

Address: _____

Phone Number: _____ Email*: _____

*You consent Tequesta Pines Property Owners Association (TPPOA) to send you periodic emails.

Information in these emails may include notice of upcoming meetings, special events, or general matters of interest in or affecting Tequesta Pines. You can unsubscribe at any time.

Contractor Name: _____

Phone Number: _____ Email: _____

Describe all requested modifications, alterations, or new items (attach additional sheets if necessary):

Minimum Documentation Requirements

All improvements: Plans and specifications, showing the nature, kind, shape, height, materials, floor plans, color scheme, location of such structure or other work to be done. Supporting documents should provide:

- the location of all existing improvements that will impact proposed modifications;
- the location of proposed alterations, additions, modifications shall be highlighted or otherwise marked;
- dimensions (height, width, and length) of all proposed improvements;
- distances to all property lines from all proposed alterations, improvements, additions, landscaping, including landscaping beds, landscaping walls, curbing, edging, walkways, trees, shrubs and water features; and
- distances to all roadways from proposed alterations, improvements, and additions.
- **a current photo of the house showing the area which will be modified by the applied-for work**

Exterior Paint or Trim Color Change: All painting requests must include an accurate color sample and description of where each color will be painted (walls, shutters, fascia, etc.).

Roof Replacement: Color and type of material for all proposed improvements. Allowed materials include cement tiles, clay tile, metal, or wooden shake shingles. Residences located on Russell Street and Wingo Street only, may use asphalt or fiberglass shingles in addition to these approved materials.

Addition: Architectural drawing of proposed floor plan, including elevation drawings, and existing floor plan with property survey showing setback lines and measurements, to scale.

Fence: Color and type of material, final installed height, and a survey showing setback lines, existing easements, and measurements, to scale. Preferred materials include Vinyl PVC, aluminum, and black galvanized chain link. Allowed materials include shadowbox and stockade wood fences but they must be maintained in good condition and be repaired or replaced when signs of rot appear. All fences must be installed with all finished sides facing away from the property.

Garage Door Replacement: Color, material, and a photo of the design. A brochure from the manufacturer showing the exact door to be installed is sufficient to meet the photo requirement.

Hurricane Protection: Color, material, and type of covering. Provide brochure from the manufacturer showing the exact window, shutter panels, accordion shutters, or other protection which is desired to be installed.

Interior Remodel: Architectural or design drawings, materials, new floor plan, and existing floor plan.

Pool: Size, shape, and color details, along with a property survey showing setback lines, existing easements, and measurements, to scale.

Landscape: Detail drawing showing location and quantity of proposed plant material (trees, shrubs and flowers) inside and outside of all landscaping beds being added or altered; maximum height of plant material; maximum height of landscape walls; identify all accent materials in landscaping beds (rock, pine, mulch, etc.); and a boundary survey showing setback lines, existing easements, and measurements, to scale.

Note: These are the minimum requirements. The Architectural Review Committee may require additional information after reviewing the application.

Acknowledgement, Indemnification, and Hold Harmless:

Property owner acknowledges ARC approvals and denials are made in accordance with the standards provided by the governing documents for the Association. It is the property owner’s responsibility to obtain all necessary permits, governmental approvals and maintain compliance with all governmental laws, water management district plans, and private restrictions, including building regulations, zoning regulations, plat requirements, and permitting (“Laws”). ARC shall have no liability or obligation to determine whether the requested improvements, changes, alterations or additions comply with the Laws. Property owner agrees to indemnify and hold harmless ARC, and their principals, for any claims arising from the property owner’s constructions of improvements in violation of the Laws. Without limiting the foregoing, ARC approval in no way modifies the property owner’s responsibility or liability to comply with all applicable building and zoning laws.

Notice of ARC Meeting:

I acknowledge that this application must be received by 5:00 PM the Friday before the regularly scheduled Board meeting of each month. It will be reviewed at the regularly scheduled Board meeting, held the second Tuesday of every month at 6:30 pm at a location published on the Association’s website. I acknowledge that I may attend the meeting to answer any questions and present any relevant information to avoid delay in processing my application.

By signing this form, I acknowledge that I have read and recognize the responsibilities and liabilities as described above. I will apply for any required permits, in accordance with any restrictions ARC places on my project, after receiving ARC approval. Email completed form and supporting information to:
architectural@tequestapinespoa.com

Date: _____ Signed: _____

ARCHITECTURAL REVIEW COMMITTEE ACTION:

Approved as submitted Approved with stipulation(s) below Denied for reason(s) below

Date: ___/___/____ Committee Member Signature: _____

**TEQUESTA PINES PROPERTY OWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE (ARC)
APPLICATION FORM FOR ROOFTOP SOLAR PANELS**

Name(s): _____

Address: _____

Phone Number: _____ Email*: _____

*You consent Tequesta Pines Property Owners Association (TPPOA) to send you periodic emails. Information in these emails may include notice of upcoming meetings, special events, or general matters of interest in or affecting Tequesta Pines. You can unsubscribe at any time.

Contractor Name: _____

Phone Number _____ Email: _____

Describe in your own words all requested modifications, alterations, or new items (attach additional sheets necessary): _____

Homeowners must rely on specialized professionals to provide the technical drawings and orientation data required for this ARC rooftop solar panels application. To accurately demark "due south" and the allowable 45° deviation on a site plan, you must look to one or more of the following experts provide the information needed for us to render a proper approval of your application.

1. Solar Design Engineers or Consultants

Most reputable solar installation companies have in-house designers or engineers who use specialized software (such as **Aurora Solar**, **Helioscope**, or **PVsys**) to create detailed site plans.

- **What they do:** They use high-resolution aerial imagery and LIDAR data to calculate the exact "azimuth" (the compass direction) of your roof planes.
- **The Output:** A professional "Solar Site Plan" that explicitly labels true south and shows the panels' orientation relative to it.

2. Licensed Land Surveyors

While a surveyor usually focuses on property boundaries, they are the gold standard for determining "True North" vs. "Magnetic North."

- **What they do:** They can perform a "Solar Access Survey" or include solar orientations on a standard boundary survey.
- **The Output:** A certified survey map with precise degree markings that cannot easily be disputed.

3. Professional Engineers (PE)

In Florida, many solar permit packages must be signed and sealed by a Licensed Professional Engineer (typically structural or electrical).

- **What they do:** They verify that the placement meets both the **Florida Solar Rights Act** and the Florida Building Code.
- **The Output:** A sealed engineering drawing that includes a "North Arrow" (True North) and the specific tilt and orientation of the array.

4. Architects

If your solar project is part of a larger renovation, an architect can include solar placement in their site and roof plans.

- **What they do:** They use CAD software to align your home's footprint with geographic coordinates.
- **The Output:** Architectural site plans that reflect the exact orientation of each roof facet.

Tips for your HOA Application:

- **True South vs. Magnetic North:** Ensure the professional uses **True South** (Geographic South). Compass needles point to Magnetic North, which in Florida can be off by several degrees (the "magnetic declination"). FSRA refers to geographic orientation.
- **Performance Reports:** Ask your professional for a **Shading Analysis** or a **Solar Fraction Report**. If the POA suggests a non-south roof plane, this report can prove that the alternative location would "impair the effective operation" by more than the legally allowed threshold.

All of the items requested in this document are required and must be submitted with your ARC application for Rooftop Solar Panels application. Failure to provide any item herein with your application will cause us to hold your approval request in abeyance until all required items listed in this form have been provided to us to enable us to make an appropriate determination relative approval of your application

**TEQUESTA PINES PROPERTY OWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE (ARC)
APPLICATION FORM FOR ROOFTOP SOLAR PANELS**

Basic Documentation Requirements

For all improvements: Provide plans and specifications, showing the nature, kind, shape, height, materials, color scheme, location of such structure or other work to be done. Supporting documents should provide:

- the location of all existing improvements that will be impacted by the proposed rooftop solar panels;
- the location of proposed alterations, additions, modifications shall be highlighted or otherwise marked;
- dimensions (height, width, and length) of all proposed improvements;
- describe and show the location of any ground based or façade-based appurtenances that are necessary for the functionality of the rooftop solar panels; and
- a current photo of the house from the direct front view of the home and another photo depicting the area on your rooftop which will be modified by the proposed rooftop solar panels.

Note: The above items are the basic requirements. The specific requirements are listed below. The Architectural Review Committee may require additional basic or specific information after reviewing the application.

Specific Documentation Requirements

1. Site Plan & Orientation Data

- **Certified Site Plan:** Provide a top-down drawing of the roof showing the exact location and dimensions of the proposed solar array.
- **True South Marker:** The rooftop plan must clearly demark **True South (Geographic South)**.
- **Azimuth Calculation:** Provide the specific degree of orientation for the panels (e.g., 180° for South, or within the 135° to 225° range for the 45-degree allowance).
- **Array Dimensions:** Provide the total square footage of the roof coverage and height/tilt profile of the panels.

2. Technical Specifications & Aesthetics

- **Manufacturer Data Sheets:** Provide detailed specifications for the panels, including color (frame and cells), finish (e.g., anti-reflective coating), and mounting hardware.
- **Conduit & Wiring Plan:** Provide a description of how wiring will be routed. *Note: TPPOA ARC may request that conduits be painted to match the roof or trim, provided it does not void warranties or impair performance.*

- **Inverter/Battery Location:** If applicable, indicate the location of all ground-mounted equipment (inverters, disconnect switches, or battery storage) by name. If none, indicate in your application that there is no ground mounted equipment associated with your proposed rooftop solar panels.

3. Professional Certification (Performance Protection)

- **Solar Efficiency Report:** If ARC requests a move to a different roof facet (e.g., to the rear of the house), the owner must provide a report (e.g., Helioscope, Aurora, or PVWatts) showing if the move reduces efficiency by **more than 10%**.
- **Structural Engineering Letter:** Submit a signed/sealed letter from a Florida Licensed Professional Engineer (PE) confirming the roof can support the load and meets wind-load requirements.

4. Licensing & Permitting

- **Contractor License:** Provide us with a copy of the installer's Florida Solar Contractor (CVC) or Electrical Contractor (EC) license.
- **Proof of Insurance:** Provide us with a current Certificate of Insurance for the contractor, naming the property owner and the Tequesta Pines Property Owners Association (TPPOA) as an interested party or as an additionally insured for the duration of the install.
- **Permit Application:** Provide us with evidence that a rooftop solar panel permit application has been filed with the Village of Tequesta Building Department and submit the same to us on Village of Tequesta, Building Department letterhead. In addition to an acknowledgment that a permit application has been filed for rooftop solar panels permit, the letter must also indicate that the necessary permit has not been issued until documentation from the TPPOA is provided to the Building Department indicating that the TPPOA ARC, or Board of Directors, has approved the rooftop solar application for the property in question.

5. Maintenance & Removal Agreement

- **Owner Acknowledgment:** Provide us with a signed statement that the property owner is responsible for the maintenance of the panels and their eventual removal for roof repairs or end-of-life disposal.

**TEQUESTA PINES PROPERTY OWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE (ARC)
APPLICATION FORM FOR ROOFTOP SOLAR PANELS**

Acknowledgement, Indemnification, and Hold Harmless: Property owner acknowledges ARC approvals and denials are made in accordance with the standards provided by the governing documents for the Association and pursuant to Florida law. It is the property owner’s responsibility to obtain all necessary permits, governmental approvals and maintain compliance with all governmental laws, water management district plans, and private restrictions, including building regulations, zoning regulations, plat requirements, and permitting (“Laws”). ARC shall have no liability or obligation to determine whether the requested improvements, changes, alterations or additions comply with the Laws. Property owner agrees to indemnify and hold harmless ARC, and their principals, for any claims arising from the property owner’s constructions of improvements in violation of the Laws. Without limiting the foregoing, ARC approval in no way modifies the property owner’s responsibility or liability to comply with all applicable building and zoning laws.

Notice of ARC Meeting: I acknowledge that this application must be received by 5:00 PM the Friday before the regularly scheduled Board meeting of each month. It will be reviewed at the regularly scheduled Board meeting, held the second Tuesday of every month at 6:30 pm at a location published on the Association’s website. I acknowledge that I may attend the meeting to answer any questions and present any relevant information to avoid delay in processing my application.

By signing this form, I acknowledge that I have read and recognize the responsibilities and liabilities as described above. I will apply for any required permits, in accordance with any restrictions ARC places on my project, after receiving ARC approval. Email completed form and supporting information to: architectural@tequestapinespoa.com

Date: _____ Signed: _____

ARCHITECTURAL REVIEW COMMITTEE ACTION

Approved as submitted Approved with stipulation(s) below Denied for reason(s) below

Date: ___ / ___ / _____ CommitteeMemberSignature: _____