

Preston Steele  
Real Property Management, Inc., dba Associa  
Agent for Providence Manor HOA  
5412 Courseview Dr #100  
Mason, Ohio 45040

June 9, 2025

Via email and USPS Certified Mail # 70051820000162455875

RE: Providence Manor HOA, West Chester, Ohio

Mr. Steele:

Allow me to introduce myself. As a 19 yr resident I served 16 yrs on the PMHOA board in various positions with my last six years as President before resigning due to conflicts with new to the community board members. I have owned and operated my business as a registered Ohio Corporation for 46 years. During that I time I became well acquainted with corporate legal and financial requirements required by the Ohio Revised Code.

During my tenure, the PMHOA board never denied a resident homeowner's request for financial records documenting the collection of dues or, the payment rendered for expenses. In fact, based on the nature of the PMHOA and the intent expressed by the PMHOA By-laws, the board felt it an absolute necessity to collect and make available for inspection by residents all information related to the function and decisions made by the PMHOA board pursuant to its carrying out various responsibilities.

When new residents Lyndsy Adamson, Trent Emeneker and others, joined the board, I expressed my opposition to their proposed practice of fining PMHOA members, for violations that went beyond the PMHOA By-Laws. Regrettably, at the same time the decision to aggressively levy fines against homeowners was made by the board, a notable lack of transparency also began which was evident in the refusal to disclose financial and other records related to the function and decisions of the PMHOA board.

I was shocked to learn a PMHOA board member, whose is also employed as an insurance broker, has sold the PMHOA insurance covering the PMHOA and its board members. At the very least, there is an appearance of impropriety of a board member acting in her official PMHOA capacity and, as a broker selling insurance to the PMHOA.

This lack of transparency regarding board matters calls into question the contractual relationship and services with regard to the board and Real Property Management/Associa. I attended the January 2024 PMHOA annual meeting where I requested a copy of the proposed budget for that year. I was told the budget was not available. Inquiring further, I was told by an Associa employee named "JJ" the document would be shown electronically during the meeting and therefore, a paper copy of the budget would not be furnished for detailed inspection.

During my 16 years serving on the PMHOA board, when a vote was to be taken of the homeowner members, the board dutifully listed the proxy vote counts. During the January 2024 annual meeting, Associa employee "JJ" seemed to be frantic in her attempts to pass out blank proxy votes during the meeting in order to meet the minimum homeowner vote participation requirement in order to qualify a

vote quorum. Following the January 2024 meeting I sent multiple requests for the vote count, especially of the proxy count. These requests were refused.

The response from PMHOA Board member Trent Emenecker indicated, *“Mr. Haverkos, on the advice of our legal counsel, we do not share voting information”*. Published vote counts, and specifically a breakdown of votes cast in person and by proxy, are required by the PMHOA By laws.

The vote count at the January 2024 meeting is particularly pertinent as it was a record of the installation of the board officers. Without a public revelation of the vote installing the board officers, both in person and by proxy, it is my contention the 2024 and 2025 PMHOA boards were not elected according to the procedure outlined in the PMHOA By laws. Without a demonstrable vote record installing the board, and the ongoing refusal by the current board to provide such a record, it is entirely consistent to conclude the board is acting without authority.

This issue of proper board election procedure is particularly relevant when considering the recent change in policy in which the board, acting through their agent Real Property Management/Associa, has aggressively begun to issue violation notices and assess fines against homeowners. Violations which are assessed after the adoption and inclusion of new language by the board of into the homeowner’s covenant creating new enforceable provisions, potentially without proper board authority.

As an example, I received from the board a letter indicating I was in potential violation of a provision of the PMHOA covenant. Having received this notice, I responded with a request to address the board regarding this alleged violation at the next scheduled board meeting.

I attended the next board meeting and at that meeting I was informed by the PMHOA President Trent Emenecker that I had not filed a request to appear. I am able to provide an audio recording of this conversation with Trent. This refusal by Trent refusing to allow me to appear before the board and address the alleged violation of the PMHOA regulations occurred despite my having received an emailed acknowledgment from “Real Property Management/Associa” dated 3/10/2025 regarding their receipt of my request. (Exhibit A-1). In subsequent correspondence however, in a letter dated 5/22/2025 from PMHOA and another letter dated 4/22/2025 by Associa, it was claimed my request to appear before the meeting was not received. (Exhibit A-2 and A-3 respectively).

I have many examples of “Selective Enforcement” of inconsistent adherence to PMHOA board policy and procedure by both PMHOA and Real Property Management/Associa. By way of example, on 1/20/2024, I submitted a potential property violation notice, pursuant to PMHOA policy (see Exhibit B-1). Receiving no acknowledgment of my submission, I submitted this notice, in accordance with PMHOA policy and procedure several times. As of the date of this letter, no action has been taken. I have attached to this letter, a current and accurate picture taken the week of May 26, 2025 which is 17 months after I first submitted my notice of violation. (Exhibit B-2).

I have been cited for maintaining a pile of landscaping soil (Exhibit B-3) in my driveway which is a mere 6 inches tall and approximately 100’ back from the street. This material is part of an ongoing landscaping project which has been delayed because of excessive rainfall. My claimed violation determined by Real Property Management/Associa, is first unjustified and based on new language improperly added to PMHOA documents. It also illustrates inconsistent and ‘selective’ application of the PMHOA regulations and assessment of violations.

To further illustrate a pattern of selective enforcement, see the attached exhibits.

1. Boat parked in homeowner's driveway for weeks (see Exhibit B-4)
2. Homeowner storage container (see Exhibit B-5)
3. Homeowner mobile trailer parked for weeks at a time.(see Exhibit B-6).

Our covenants allow boats and recreation vehicle parking for one day. Neighbors surrounding these residents have complained repeatedly to the PMHOA without any action being taken. It has been discussed amongst a group of Homeowner PMHOA members to conduct a survey of the entire association of unfair treatment and 'selective' enforcement of the PMHOA regulations by PMHOA and "Real Property Management/Associa" to determine the extent of this problem.

If necessary, I'm prepared to contact a majority of residents to learn who has been unfairly treated and what actions PMHOA and Real Property Management/Associa have taken. During the PMHOA meeting two months ago a board member asked if a resident who received a violation was entitled to know who submitted it. PMHOA President Trent's answer was "Yes" (audio available). I then submitted a request to learn the identity of whomever submitted violations concerning my house. I submitted those via the Town Square website and still have not heard anything back. This is yet another example of "Selective Enforcement" on the part of "Real Property Management/Associa". Just a note about this and other meetings, they do not list the reason for going into executive session, a requirement of our PMHOA Covenants "*The nature of any and all business to be considered in executive session shall first be announced in open session*"

PMHOA Homeowner's Covenant stipulates:

**Inspection by Members.** "*The membership list, account books and minutes of the Association, the Board and any committee shall be made available for inspection by any Member or by his or her duly appointed representative*".

I am officially submitting my request again for the identity of whomever complained and/or determined that my home was in violation of the items listed below:

- (1) Window shutter
- (2) Landscaping soil in driveway (6" tall and 100 ft back from street)
- (3) Inoperable vehicle in driveway. (The vehicle in question was fully operable, fully insured and licensed in the State of Ohio)
- (4) Mailbox without numbers ( My mailbox had numbers on the flag side of the box which satisfies USPS regulations. My mailbox is the property of the USPS.
- (5) Twigs on house walkway. (At the time of the alleged violation, the neighborhood had experienced a severe storm which brought down twigs and small limbs. This debris had been collected and moved to my walkway in order to cut my lawn and in preparation for removal. A violation had arrived three days after collection.
- (6) Tarp, wheelbarrow in driveway. (Real Property Management/Associa ignored ongoing violation for approximately 17 months at 7311 Walnut Creek)

At this time, pursuant to my statutory and other rights contained in the By laws of the PMHOA, I am officially requesting complete, un-redacted copies of all PMHOA board minutes for those meetings which took place in the preceding 18 months of this date 6/9/2025. It is my understanding the PMHOA has paid Real Property Management/Associa to produce and maintain these documents in electronic .PDF format. I am requesting these meeting minutes be provided in .PDF format.

Additionally, I am requesting complete, un-redacted copies of all financial documents including the PMHOA check registers documenting those transactions which took place in the preceding 18 months of this date 6/9/2025. I am requesting those documents responsive to my request be provided in .PDF format.

Sincerely,

A handwritten signature in black ink that reads "Mark Haverkos". The signature is written in a cursive style with a long, sweeping underline.

Mark Haverkos  
7356 Wethersfield Dr.  
West Chester, Ohio 45069  
cell: 800-448-8342  
email: mark@mark3.net

Attached:  
Exhibits A1-3  
Exhibits B1-B6

CC: Council

mark@mark3.net

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**From:** TownSq <noreply@townsq.io>  
**Sent:** Monday, March 10, 2025 5:07 PM  
**To:** mark@mark3.net  
**Subject:** [Providence Manor HOA] New request on TownSq.

## New request!

A new request was opened!  
**Providence Manor HOA**

03/10/2025

**Meeting with HOA board**

7356 Wethersfield Dr.

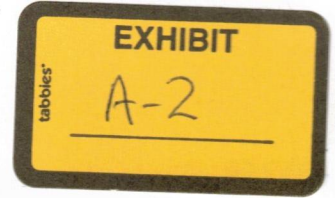
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PROVIDENCE MANOR  
HOME OWNERS ASSOCIATION

Mark Haverkos  
7356 Wethersfield Drive  
West Chester, OH 45069  
Account ID: 2280763

May 27, 2025

**RE: Enforcement Decision**

Dear Mark Haverkos,

The Providence Manor HOA Board of Directors has reviewed the enforcement details for your ongoing property violations.

- On August 26th, a first violation letter was sent outlining violations of the Governing Documents.
- On October 3rd, a second violation letter was sent outlining on-going violations of the Governing Documents.
- On March 4th, a third violation letter was sent outlining on-going violations of the Governing Documents, a notice of intent to impose an enforcement assessment, and information outlining the Hearing Request process.
- A Hearing Request was not received.
- The violations cited were not resolved. On April 10th a \$50 enforcement assessment was applied with a due date of 10 days.

The issue has not been rectified and payment has not been received. As a result, on May 15th, the Board voted to assess a second \$50 enforcement assessment. Payment is due no later than 10 days from the date this letter is mailed.

Payment can be submitted online in TownSq <https://www.townsq.io/> (additional fees will be applied for online transactions) or by mailing a physical check to Providence Manor HOA, Real Property Management, PO Box 88396, Carol Stream, IL 60188-0396. For mailed checks, be sure to include your account number in the memo field on the check.

To become compliant, you must: **replace the missing shutter for the top right window on the front of your house and remove the dirt from the driveway and store it out of view of the street and other neighbors.** Your immediate compliance with the association's rules is appreciated. The board reserves the right to assess future assessments until the violations are rectified.

The Board is hopeful that no further violations will occur, and no further action will be required.

Sincerely,

Real Property Management, Inc., AAMC, AMO  
An Associa Member Company for Providence Manor Homeowners Association  
Cc: Property File

April 22, 2025

Mark Haverkos  
7356 Wethersfield  
West Chester, OH 45069  
Account ID: 00228-0763

**RE: Enforcement Decision**

Dear Mr. Haverkos,

The Providence Manor HOA Board of Directors has reviewed the enforcement details for your ongoing property violations.

- On August 26th, a first violation letter was sent outlining violations of the Governing Documents.
- On October 3rd, a second violation letter was sent outlining on-going violations of the Governing Documents.
- On March 4th, a third violation letter was sent outlining on-going violations of the Governing Documents, a notice of intent to impose an enforcement assessment, and information outlining the Hearing Request process.
- A Hearing Request was not received.
- The violations cited have not been rectified.

As a result, on April 10, 2025, the Board voted to assess a \$50 enforcement assessment. Payment is due no later than 10 days from the date this letter is mailed.

Payment can be submitted online in TownSq <https://www.townsq.io/> (additional fees will be applied for online transactions) or by mailing a physical check to Providence Manor HOA, Real Property Management, PO Box 88396, Carol Stream, IL 60188-0396. For mailed checks, be sure to include your account number in the memo field on the check.

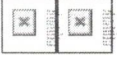
To become compliant, you must: **replace the missing shutter and remove the dirt from the driveway and store it out of view of the street and other neighbors.** Your immediate compliance with the association's rules is appreciated. The board reserves the right to assess future assessments until the violations are rectified.

The Board is hopeful that no further violations will occur, and no further action will be required.

Sincerely,

Real Property Management, Inc., AAMC, AMO  
An Associa Member Company for Providence Manor Homeowners Association  
Cc: Property File

**From:** TownSq <noreply@townsq.io>  
**Sent:** Tuesday, January 30, 2024 6:24 PM  
**To:** mark@mark3.net  
**Subject:** [Providence Manor HOA] Request digest from TownSq.



## Daily requests

Here's a daily digest of the community's requests!

### Providence Manor HOA

01-30-2024

#### Property Maintenance

Created by Mark Haverkos (Address 7356 WETHERSFIELD DRIVE (LOT 16))

Homeowner at 7311 Walnut Creek stores trash cans within 30 ft visible from sidewalk.

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Jadwiga Lane replied:

Thank you Mark for bringing this to our attention. Respectfully,

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Jadwiga Lane replied:

Request changed to In process

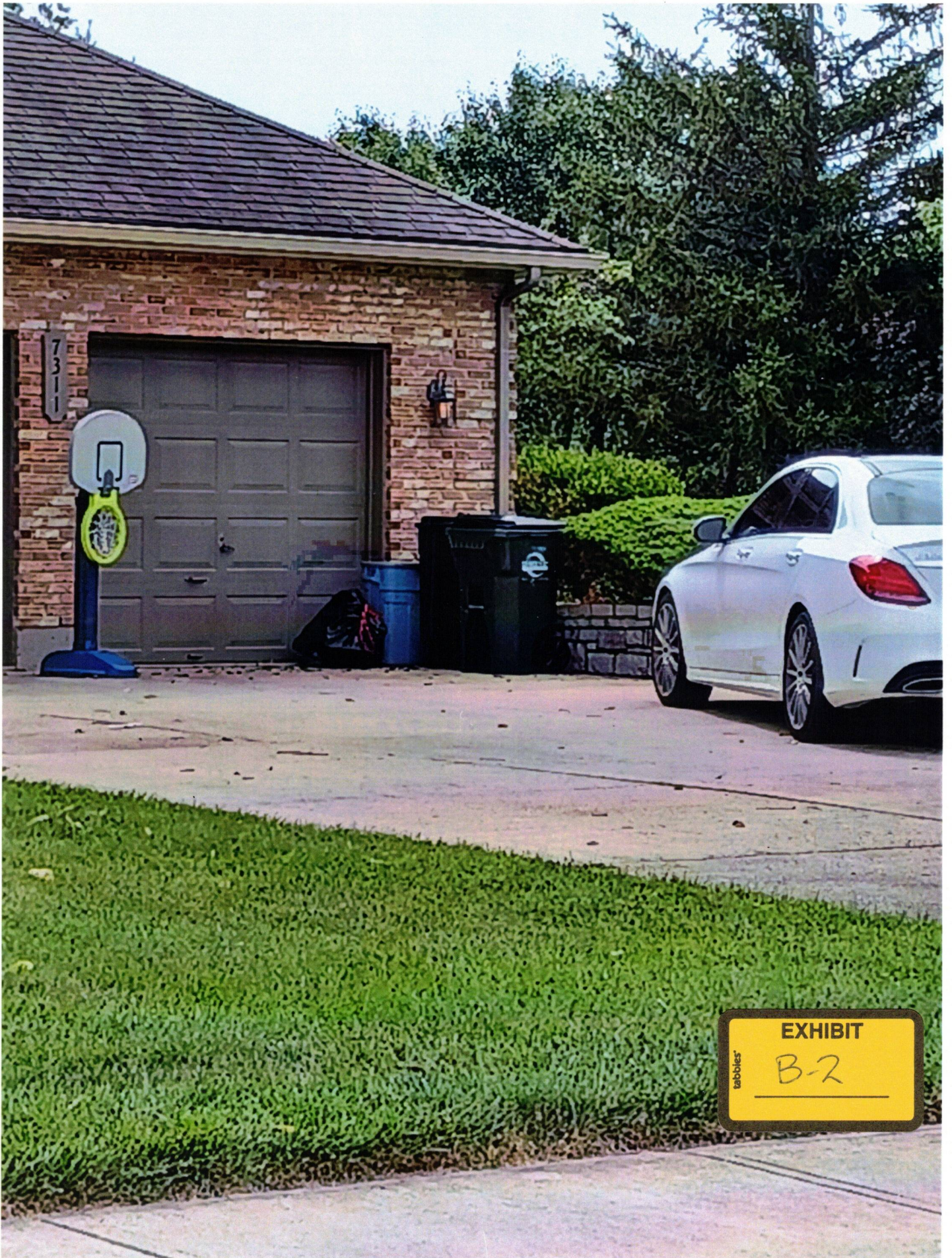
[Read more](#)



Not interested in receiving this type of email?

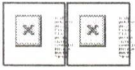
[Change your email preference.](#)





tabbles<sup>®</sup>  
**EXHIBIT**  
B-2

**From:** TownSq <noreply@townsq.io>  
**Sent:** Tuesday, August 27, 2024 9:32 AM  
**To:** mark@mark3.net  
**Subject:** [Providence Manor HOA] New message on TownSq.



## New message!

Someone sent you a message!  
**Providence Manor HOA**

08/27/2024

**items stored in driveway**

Address: 7356 Wethersfield Drive

Type: Storage of Personal Items

Status: 1st Violation...

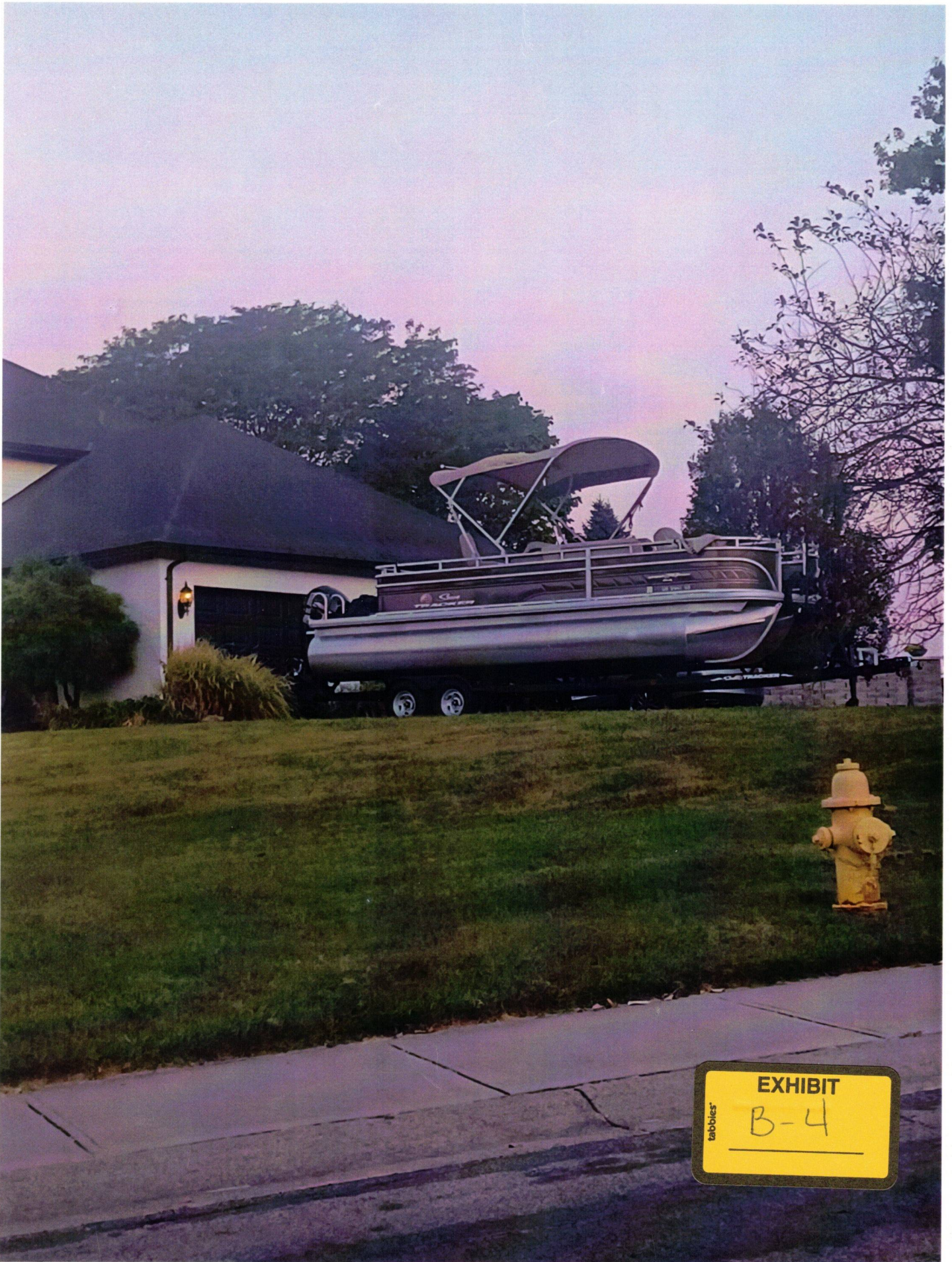
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tabbies®  
**EXHIBIT**  
B-4



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EXHIBIT  
B-5

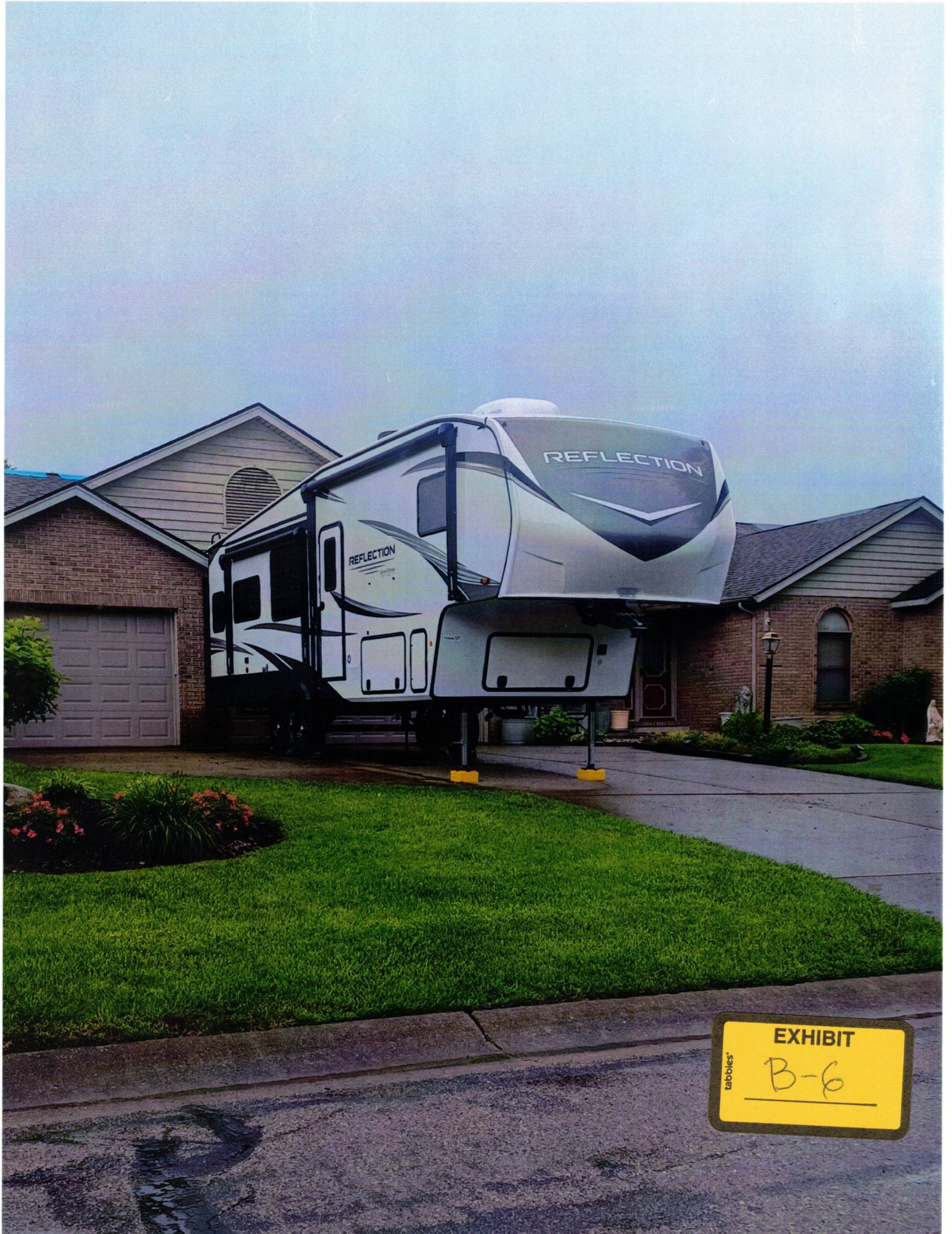


EXHIBIT  
B-6  
tabbles