

**Hammock Dunes Owners Association, Inc
Board of Administrators Meeting
November 19, 2012**

Call to Order

The meeting was called to order at 10:00 a.m.

Members Present: George DeGovanni, Cosmo DiPerna, Bruce Aiello, Phil Henderson, Andy Furia, Nancy Cerniglia, Dennis Vohs
Members Absent: Tom Sharpe, David Jacobs, Bob Bagdon
Others Present: Travis Houk, Southern States Management Group, Inc.
Don Finch, Hammock Dunes Club

A quorum was established. Members' sign-in sheet located in Association Meeting File.

Approval of the Minutes – October 15, 2012 Board of Administrators Meeting

ON MOTION BY Bruce Aiello, seconded by Phil Henderson, with all in favor, the Board approved the minutes of the October 15, 2012 Board of Administrators Meeting, as written.

Villas Neighborhood Seat Appointment

Mr. DeGovanni reported that Kelli Jebbia, representative of the Villas Neighborhood, resigned from the Board because she and her husband sold their Hammock Dunes property. The nominee to fill Mrs. Jebbia's remaining term is Marge Rooyackers who serves on the Maintenance Committee and is active in the community.

ON MOTION BY George DeGovanni, seconded by Cosmo DiPerna, with all in favor, the Board voted on whether to appoint Marge Rooyackers to fill the Villas Neighborhood representative position for the remainder of Mrs. Jebbia's term. Motion carries.

Club Liaison Report

Mr. Finch reported the Hammock Dunes Club has approved the 2013 Operating Budget and discussed the new staffing along with the change in General Managers. The new Vice President of Marketing was able to reverse the effects of the recession on membership for the Club, and for the first time since 2007 the Club has seen an increase in members. The Club has established a non-equity membership that is less expensive than an equity membership, and at the beginning of the year, the Club has agreed to participate in trade shows throughout the Northeast that promote Florida living. A town hall meeting has been scheduled for Club members on December 10, 2012 to discuss the upcoming issues for 2013.

There was discussion about granting entry to non-residents and non-members to Club events and how to simplify the process to avoid delays in accessing visitors. Mr. Aiello suggested the person chairing the event should work with the HDOA and provide a list of invitees.

FY 2013 Budget Adoption

Mr. Aiello reported that the capital reserves have been increased for all three neighborhoods by a 3% inflation factor.

- **Hammock Dunes Owners Association**
The Master Association dues are increasing from \$109 to \$110.

ON MOTION BY Bruce Aiello, seconded by Andy Furia, with all in favor, the Board voted on whether to approve the proposed Hammock Dunes Owners' Association, Inc. Fiscal Year 2013

Operating Budget with an increase in the monthly member assessment from \$109 to \$110. Motion carries.

- **Granada Estates Neighborhood Association**
The Granada Estates Neighborhood monthly assessment is increasing from \$48 to \$49 for 2013.

ON MOTION BY Bruce Aiello, seconded by Cosmo DiPerna, with all in favor, the Board voted on whether to approve the proposed Granada Estates Neighborhood Fiscal Year 2013 Operating Budget with an increase in the monthly member assessment from \$48 to \$49. Motion carries.

- **Ocean Estates Neighborhood Association**
 - **Playa Del Sur**

ON MOTION BY Bruce Aiello, seconded by Cosmo DiPerna, with all in favor, the Board voted on whether to approve the proposed Ocean Estates Neighborhood/Playa Del Sur Fiscal Year 2013 Operating Budget with a monthly member assessment of \$262. Motion carries.

- **Grand Mer**

ON MOTION BY Bruce Aiello, seconded by Andy Furia, with all in favor, the Board voted on whether to approve the proposed Ocean Estates Neighborhood/Grand Mer Fiscal Year 2013 Operating Budget with the same lot assessment schedule as 2012. Motion carries.

- **Carino La Mer**

ON MOTION BY Bruce Aiello, seconded by Cosmo DiPerna, with all in favor, the Board voted on whether to approve the proposed Ocean Estates Neighborhood/Carino La Mer Fiscal Year 2013 Operating Budget with a monthly member assessment of \$210. Motion carries.

Committee Reports:

Maintenance Committee Updates:

Mr. Houk reported in the absence of Bob Bagdon:

- **Bridge Re-Surfacing Update**
There have been several meetings between the engineers and the Maintenance Committee and it has been decided to move forward with the stamped concrete project proposal by Allan Green Construction by way of Truant Construction at a cost of approximately \$135,000. Mr. Houk reported that Mr. Bagdon suggested \$150,000 as a do not exceed amount for the project and has requested more specific details from Allan Green Construction to be noted in the final proposal. Mr. Houk & Mr. DeGovanni recapped the new details from the most recent meeting. Mr. Houk confirmed another meeting will be scheduled with the Association's engineer to discuss the final proposal and contract. Mr. DeGovanni stated the bridge repair costs can be expensed from the Paving reserve since it's a bridge resurfacing. The Board confirmed the contractor will begin at the beginning of April 2013.

ON MOTION BY George DeGovanni, Seconded by Bruce Aiello, the Board voted on whether to approve moving forward with the stamped concrete proposal from Allan Green Construction with the stipulations that the total cost of the project not to exceed \$150,000 and will begin April 1, 2013. Motion carries.

- **Brazilian Pepper Plant Initiative**

Mr. Houk reported several large pepper plants have been removed throughout the community and the volunteer committee performed approximately 75% of the work.

- **Pressure Washing**

Mr. Houk reported pressure washing of various high profile points in the community would be pressure washed in anticipation of the Club Event beginning on December 1, 2012.

Communications Committee

- **Chair Appointment**

Mr. DeGovanni and Mr. Houk met with Nancy Cerniglia who agreed to take over as the Communications Committee Chair. Mr. DeGovanni asked Mrs. Cerniglia to review the HDOA website to maximize effectiveness and ease of use. Don Finch reported the Club just did a website review and could be of assistance, if needed.

- **Winter Sandscripts**

Mr. DeGovanni reported that Southern States has taken over responsibility for community email communication including the *Sandscripts* publication twice a year. The next *Sandscripts* will be sent in January 2013.

- **President's Letter**

Mr. DeGovanni reported he is finalizing the President's Letter and it will be sent to the Board for review before distribution that will occur via email and regular mail.

Social Committee

Mr. Furia reported the next event would be the beach events beginning in May of 2013. The Volunteer Recognition Dinner was a successful event.

Long Range Planning Committee

- **Community Data Gathering Initiative**

Mr. Vohs reported the Board has received over 400 questionnaires and asked Mr. DeGovanni to send a request to those who have not responded. Mr. DeGovanni asked Mr. Vohs to draft the communication and send it over for review. Mr. Vohs met with Jeff Annon this morning and Mr. Annon would like to incorporate the questionnaire in the new owner's kit. The Board agreed. The Committee will begin to analyze the data over the next few weeks.

- **DCDD**

The DRI is close to being closed and Mr. Vohs has asked for a meeting of all HDOA presidents to assist in establishing the priorities for available funding. With the DRI closing there is some extra money in the bridge fund after a certain amount required to be set aside for reserves is allocated. There are stipulations as to where the funds can be used, and Mr. Vohs will present the information to the Board as it becomes available.

Security & Emergency Response Committee

- **Pro Am**

Mr. Aiello reported there have been several meetings with the committees due to the article in the newspaper that stated the Pro AM event is free and open to the public. Mr. Aiello and Mr. Andy Cunningham are working together to create maps directing guests to the Creek Course. A representative from the Pro Am Committee will be at the gate house to verify entry and guide the guests to the appropriate area. Prudential Realty has a Tour of Homes scheduled for Sunday from 2 p.m. to 4 p.m.

- **Open Committee Seat**

The Committee has an open seat due to the resignation of Mrs. Jebbia. Mr. Aiello asked that names be submitted to him for consideration to replace Mrs. Jebbia.

Design Review Committee

- **\$100,000 Cash Deposits**

Mr. Aiello reported owner-financed new homes under construction have put down \$100,000 cash bonds and the Association holds the money. Mr. Aiello stated it's becoming increasingly difficult to keep this money under the national insurance limits and there is some question about who receives the interest.

ON MOTION BY George DeGovanni, seconded by Phil Henderson, with all in favor, the Board voted on whether to approve holding \$100,000 cash bonds in separate interest-bearing accounts with the interest belonging to the depositor. Motion carries.

Finance Committee

Mr. Aiello reported on the performance to budget by community: Ocean Estates Neighborhood, including Carino La Mer, Playa Del Sur, and Grande Mer and the Master Association are operating under budget for the month and year. The Granada Estates Neighborhood is operating over budget for the month due to landscaping expenditures but is operating under budget for the year.

Association Updates/Discussion:

- **DCDD Well Easement**

Mr. DeGovanni reported there is an easement from Jungle Hut Road into HDOA property just west of the tennis court area. The DCDD has two water wells in the easement to provide water to the HDOA and the entire Hammock community. The DCDD is required to pay \$10,000 plus the cost of inflation to use the easement, and has offered to buy the easement from HDOA for \$100,000. Mr. DeGovanni said he does not advise the selling of the easement because it would mean losing control of the property.

ON MOTION BY George DeGovanni, seconded by Bruce Aiello, with Cosmo DiPerna, Phil Henderson, Andy Furia, and Nancy Cerniglia in favor, and Dennis Vohs abstaining, the Board voted on whether to approve rejecting the DCDD offer to purchase the easement for \$100,000 and to continue to require DCDD to pay annually for easement use. Motion carries.

- **Asset Purchase Committee Update**

Mr. DeGovanni reported he spoke to Tom Sharpe recently who asked for a status update from the Asset Purchase Committee. The letter to E2M is near completion pending the evaluation of the perpetual easement at the front of the property. Mr. DeGovanni has a potential replacement for Mrs. Jebbia on the Committee and will confirm this if the candidate agrees.

- **Sales Center Survey**

Mr. DeGovanni reported a survey is not needed at this time.

- **Island Estates Neighborhood Self Help**

Mr. Aiello reported there are 7 lots in the Island Estates Neighborhood seeking self help delegation from the HDOA to the Island Estates Neighborhood. This will not be an expense of the HDOA and will indemnify the HDOA of any liability or responsibility. The legal documentation will be same as the Villas Neighborhood Association which has been approved previously.

ON MOTION BY Bruce Aiello, seconded by George DeGovanni, with all in favor, the Board voted on whether to approve delegating self-help authority for the seven lots in the Island Estates Neighborhood with HDOA being indemnified. Motion carries.

New Business:

- **December Meeting**

Mr. DeGovanni reported historically the HDOA Board of Directors has not met in December. By consensus, the Board agreed to cancel the December meeting. The Board agreed to continue to meet on the third week of every month at 10:00 a.m. in 2013.

- **Vacant, Abandoned, or Non-Maintained Properties**

Mr. DeGovanni reported if no response is received to a 30-day notice sent to owners of properties abandoned or not maintained, the HDOA takes on the responsibility of repairing the front yard of the property to bring it up to community standards. Mr. DeGovanni recommended bringing the rear lawn of abandoned properties up to visibility standards as well when the property is visible from the road or golf course. Each residence could be evaluated on a case-by-case basis.

- **CCG Update**

Mr. DeGovanni asked Mr. Houk to contact CCG and provide an update on the status of their efforts to negotiate funds for easement use at the January 2013 Board of Directors Meeting.

- **13 San Marco**

Mr. Houk reported HDOA received a tax bill for the property at 13 San Marco; Mr. Houk sent the bill back to the County stating that ownership needed to be changed in their records as this was no longer HDOA's responsibility.

Audience Comments:

An audience member commented on the condition of several homes on San Marco Court. Mr. Houk will meet with the resident after the meeting to get some additional information and address the issues as needed.

Another comment was raised about the safety of walking the community streets and not feeling threatened by dogs. Mr. DeGovanni stated the specific incident that was referenced is being handled through the HDOA's attorney. If an attack occurs on HDOA property, Flagler County Animal Control Office is notified and an investigation is conducted by their staff. Once the report is issued by Animal Control, it is provided to the Association's attorney and a follow-up is done through the attorney. The resident is then required to comply with the government agency directive.

Adjournment

ON MOTION BY Phil Henderson, seconded by Cosmo DiPerna, with all in favor, the meeting was adjourned at 12:00 pm.