

Hammock Dunes Owners Association, Inc
Board of Administrators Meeting
October 21, 2013

Call to Order

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

Members Present: George DeGovanni, Cosmo DiPerna, Bruce Aiello, Andy Furia, Phil Henderson, Dennis Vohs Marge Rooyakkers

Members Absent: Nancy Cerniglia, 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 – September 16, 2013 Board of Administrators Meeting

ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor, the Board approved the minutes of the September 16, 2013 Board of Administrators Meeting with the following amendments:

- **On page 1, sentence 7, under Declarant & Development Committee/Bylaws Amendment and Resolution Review/Approval, the phrase “and the Club” should be added after the name “Martin”.**
- **On Page 4, the title of agenda item 4 “Welcome Center Sidewalk” the words “Welcome Center” should be amended to “Front Gate Office”.**
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Hammock Dunes Club Administrator Report:

Mr. Finch reported 84% of Club members recently approved changes to the Club Bylaws. Ballots for the election of Club Board Members are scheduled for mailing soon. Painting of the Club exterior, using the existing paint color, is scheduled. Mr. DeGovanni asked the Club to coordinate the paint selection thru the Design Review Committee if the paint color changes. The Club will celebrate its 25th Anniversary January 25, 2014. Owners are encouraged to submit photographs and memorabilia for the anniversary display. Twenty-four teams have signed up to participate in the December 2013 Pro-Am.

Committee Reports:

Declarant & Development Committee

Enhancing DH Entrance/Bridge

Mr. DeGovanni reported in the past month, the committee has been focusing primarily on interviewing website developers in preparation for launching the hammockdunes.com website. Mr. DeGovanni, Mr. Aiello, Mr. Bagnall and Mr. Eckert participated in the interviews. Mr. Aiello reported the committee interviewed two master website developers, one of which designed the Greenbriar website. The web developers were asked for advice on constructing the website but were not asked to provide a proposal for the work. The Greenbriar web developer was motivated to address the HDOA's needs, and has received permission from Greenbriar to lift their entire website architecture and use any part of it. The second candidate is the HD Club's web developer and is located in Jacksonville. This company has fifteen people on their staff; currently they do a lot of work on the Club website, and are familiar with the community. Mr. DeGovanni complimented Mr. Eckert and Mr. Aiello for their work on the project, and noted Mr. Eckert's engineering prospective is invaluable in obtaining the necessary information. The committee will do further research and likely make a decision in the next month. The committee has recommended selling subscriptions with ascending price points to vendors such as realtors, restaurants and builders to advertise on the site to provide self-sustaining funding. Advertisements would be chosen by selecting tabs as opposed to pop up ads. Selling subscriptions would help eliminate the appearance of favoring one realtor over others. Mr. Furia suggested that information regarding area educational institutions be included. The committee has also generated other options to fund the site and no more than three to five volunteers should be chosen to support the program.

Mr. DeGiovanni reported the committee has met with representatives of WCI and based on their recommendation, discussed enhancing the bridge and community entrance. DDC members Mr. DeGiovanni and Mr. Swinburn along with Club President Bill Martin and Brian Gaines met with Keith Bass, WCI CEO and Paul Erhardt, Senior Vice President for Community Development. As constructive criticism, WCI noted the gate house is small and out dated and the front entrance and main bridge is unimpressive and should better represent the multiple assets of the community. Mr. DeGiovanni spoke with DRC Architect Dave Mancino and builder Mike Machin regarding developing a rendering for improving the area which would first be reviewed by the DRC. Funding of the project could possibly be budgeted in FY 2015. Ms. Rooyackers recommended considering Architect Steve Cruz who is less expensive than Dave Mancino. Mr. DeGiovanni stated the Committee will meet again in November.

Maintenance Committee

Prioritized Items per the Monthly Report

- Mr. Houk reported the joint HDOA/Club main entrance landscaping project has received owner compliments, but also questions as to when the remaining old Schillings will be replaced.
- Two weeks ago on a Saturday, a major water leak at the main gate house went under the road and under the stamped concrete sidewalk just north of the Main Gate House and water bubbled out of the road. The DDCD reported the leak was occurring at about 3 gallons per minute and the meter was shut off. Monday, a plumber removed a 4' x 4' section of sidewalk stamped concrete and re-plumbed the area, but the open area of stamped concrete needs to be replaced.
- A number of structural issues such as failure of the bolts holding the roof and stringer problems have been identified at the Clicker Beach walkover. The Maintenance Committee will work with the bridge engineer on a proposal to rectify the problems.
- Flagler County has the final plans for the A1A island landscape replacement and will make the decision on which of the two contractors gets the bid. Mr. Houk expects the County to make a decision soon and hopefully release the funding. Mr. Aiello asked the Maintenance Committee revise its 5-year maintenance plan projection to reflect the HDOA 10 year plan because funds are co-mingled in some reserves and the HDOA needs the ability to break out the funds.

Mr. Vohs reported a half dozen of the non-community beach walkovers in Grande Mer are unsightly and dangerous and still need to be cleaned up. Other walkovers in Carino and Playa del Sur areas are also in bad shape. Mr. DeGiovanni asked the Maintenance Committee to obtain a cost estimate to make the walkovers look reasonable, make them safe, trim the vegetation and reinstall the "Private" signs on a board across the step.

Communications & Community Relations Committee

There was no report. Mr. DeGiovanni commended Board Members and the Southern States Management group staff for their work on the Fall 2013 issue of *Sandscripts*. He has received compliments from a number of owners

Social Committee

Mr. Furia reported the Volunteer Recognition Dinner is scheduled for October 30, 2013. The committee will be meeting with the honorees and Bill Desimini has agreed to MC the event. Mr. DeGiovanni will make the presentation honoring Mr. Eckert. Approximately 110 people have signed up.

Community Planning

Mr. Vohs reported 25% or 30% of vacant lot owners have responded to the questionnaire regarding future plans for their lots and whether they are interested in being contacted by a preferred builder. Mr. DeGiovanni was asked for recommendations as to how to connect interested owners with builders. He recommended waiting a month for additional responses then referring interested owners to the current list of preferred builders and advising owners that representatives from the builders will contact them. Mr. Houk advised CCG will provide him with an update on the status of negotiations with utility

companies regarding reimbursement for use of community easements. Mr. Vohs asked for ideas for additional realtor e-mail blasts. The Committee is considering sending another general questionnaire to owners, updating data from the previous mailing and adding new questions. After extrapolating information from the 25% of respondents to the lot owner questionnaire, Dave Eckert estimated owners are planning to build 12 units per year over the next several years. Relationships with realtors other than Coldwell Banker and Prudential need to be strengthened. Mr. DeGiovanni suggested the HDOA consider using the same approach as the Club in developing realtor relationships and asked the committee to come up with recommendations. Mr. DeGiovanni said he is seeing more young people in the Club and the community which is encouraging.

Security & Emergency Response Committee

Prior to the DDC meeting two weeks ago, Mr. DeGiovanni asked Ms. Rooyakkers and Mr. Vohs to submit a brief description of duties for the Security and Emergency Response Committee and the Community Planning Committee. The two committees were omitted from the list of committees included in recent By Laws amendments, each of which includes a brief description. Taylor and Carls has corrected errors they made in the Resolution and Mr. DeGiovanni said the new changes could be added before the resolution is signed.

Mrs. Rooyakkers reported on a number of updates:

- Revisions of the Securitas post orders are underway.
- Vendor vehicle passes are being revised to include the work hours permitted at the condominiums. The permitted work hours for the condominiums vary greatly and the condominiums need to regulate the hours of workers on their property.
- The Committee is considering using different colored paper or ink for vendor passes. Event passes will also be of a different color.
- The governing documents specify vehicles may not be parked on the street overnight, making it a problem to enforce repeat violations of street parking. The Association cannot fine a member for parking on the street, but violation cards can be placed on vehicles at the gate staff shift change at 10:30 p.m. The effort is aimed at repeat offenders.
- Many vendors have transponders and the committee feels vendors should not have them because it gives them 24-hour community access. Residents are giving transponders to vendors or other people. Mrs. Rooyakkers suggested obtaining vehicle passes for vendors which are time-limited, or prohibiting vendors to have transponders. Mr. Aiello advised many owners have given passes to vendors. Board Members recommended leaving the policy as it is.
- The committee has drafted a letter to be mailed to owners advising owners' pre-approved access lists will be purged early next year. There was discussion regarding the timing of the letter to avoid the upcoming holidays and allowing at least a month to purge old information and update new information.
- Visitors who wish to tour the community should first be asked whether they know a resident who could escort them. Because the HDOA has no staff, there is no one to assist them. Mr. Aiello recommended sending them to the Club to avoid the appearance of favoritism to Coldwell Banker. Mr. DeGiovanni recommended sending visitors to Mr. Houk. There was extensive discussion regarding a course of action. Mr. DiPerna said the DDC should work on establishing a Welcome Center in the Front Office complex.

Design Review Committee

Mr. DiPerna reported he believes this is the most active year for the DRC in a number of years. As of September 2013, the committee has collected \$24,000 and spent only \$11,000 leaving a surplus of \$14,000 in the DRC account, which has never happened before. To provide owners with timely responses, the committee has made two site visits to five homes total. The committee approved construction of another house in Island Estates last month. Committee expenses include the time of consultants Dave Mancino and Bob Dickinson.

Financial Committee

FY 2014 Budget Workshop

Mr. Aiello reported the Rudolph residence sold and the HDOA will receive funds for past due assessments. Several court dates have been set, including 6 Roma Court and 13 San Marco Court. The Association has received an offer on 6 Roma Court. For the first time the HDOA agreed to accept a partial payment of \$9,000 with the balance due at closing. The stipulation will be included in the closing documents. Bank of America has transferred 13 San Marco Court to a loan servicing company and as a result the HDOA has received finally received past due assessment payments. Mr. Aiello reviewed the FY 2014 proposed budget with the Board. Final corrections will be made at the budget workshop on Monday, October 28th, and then mailed to all residents. The proposed monthly assessment for the Hammock Dunes Owners Association is \$117.

Association Updates/Discussion:

Southern States management Group Contract

Mr. Aiello advised the HDOA contract with Southern States Management Group is up at the end of 2013. SSMG proposed a new 3-year contract beginning January 1, 2014 at an annual cost of \$120,780 per year. The figure includes a \$0.50 per unit increase which is fixed for 3-years. The cost for DRC administration is an additional \$12,000 per year.

ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor, the Board voted on whether to approve Southern States Management Group's three-year contract with the Hammock Dunes Owners' Association at a price of \$120,780 annually. Motion carries.

Taylor and Carls

The law firm of Taylor & Carls has been purchased by Becker and Polliakoff. The HDOA will still work with the same attorneys.

Office Complex Name

The Board will address the matter at a future Board Meeting after discussing it at the next DDC meeting and plans beyond website development.

3 Capri Court – Island Estates Request

ON MOTION BY Bruce Aiello, seconded by Cosmo Diperna, with Mr. Aiello in favor and George DeGiovanni, Cosmo DiPerna, Bruce Aiello, Andy Furia, Phil Henderson, Dennis Vohs, Marge Rooyakkers opposed on whether to authorize \$2,000 to clear out trees and vines and re-landscape an occupied home at 3 Capri Court. The motion did not pass.

ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor, the Board voted on whether to approve permitting the Island Estates Neighborhood to exercise the self-help rule and accept all liability associated with the work. Motion carries.

DCDD Meeting/Projects

Mr. DeGiovanni and Mr. Bagnall met with the DCDD and representatives of the Ocean Hammock Association to discuss allocation of funds the DCDD has to fund projects that fund Hammock Dunes bridge users outside the gates of Hammock communities. The only request for funds to date is HDOA's request for the new community sidewalk and pavers. Ocean Hammock Association has asked the DCDD to assume Hammock Dunes Parkway maintenance expenses. During the discussion Mr. Ryan asked whether there are other projects the Associations suggest for funding. The HDOA noted over time the DCDD funds for projects should be distributed equally among the three Associations. Ocean Hammock has submitted requests for 20 projects. The DDC has a list of recommended projects to be presented to the DCDD. Mr. DeGiovanni asked the Board to think about other potential projects. The transfer of the funds for the Hammock Dunes Parkway maintenance will occur at the first of the year. Mr. DeGiovanni said he has been looking at potential locations for a community play ground

to be built with DCDD funds. Board Members said beach clean up, fertilization and fencing expenses should be added to the DCDD request list. There was discussion regarding the various project proposals.

CCG Update

This was covered under committee reports

New Business:

Community of Excellence Award Nominations

Mr. Houk reviewed the process for applying for the Community Association Journal's Award for Community Excellence. The HDOA won first place in one of the categories several years ago.

Sun and Surf Magazine has solicited an article on the HDOA and has offered to feature the community in a two-page spread. Mr. DeGovanni will work on a story board and submit his ideas to the Board.

Mr. DeGovanni advised Mr. Henderson and Ms. Cerniglia would like to retire from their positions on the Board and replacements need to be found. He asked for recommendations.

Audience Comments:

The Board addressed member comments and concerns.

Adjournment

ON MOTION BY Phil Henderson, seconded by Marge Rooyakkers, with all in favor, the meeting was adjourned at 1:30 p.m.