

**Hammock Dunes Owners Association, Inc
Board of Administrators Meeting
November 18, 2013**

Call to Order

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

Members Present: George DeGovanni, Cosmo DiPerna, Bruce Aiello, Phil Henderson, Dennis Vohs, Bob Bagdon, Marge Rooyakkers joined the meeting while it was in progress.

Members Absent: Nancy Cerniglia, Andy Furia

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 21, 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 October 21, 2013 Board of Administrators Meeting with the following amendments:

- **On page 1, in paragraph 3, sentence 2 under Maintenance Committee, a period should be added after the word “plan”, the rest of the sentence should be deleted and the following sentence should be added: “Reserve funds are to be broken out by the neighborhoods and the HDOA.**
- **The motion in paragraph 4, page 4, should be amended to the following: “ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor, the Board voted to approve the compensation amounts in the 2014 Operating Budget for the Southern States Management Group community management services.”**
- **On page 4, in the motion under 3 Capri Court – Island Estates, Mr. Aiello’s name should be deleted from the second line.**

Nancy Cerniglia Resignation, La Grande Provence Administrator

Mr. DeGovanni reported the Board accepted the resignation of Board Member Nancy Cerniglia, the representative for the La Grande Provence community. Representatives of La Grande Provence Condominium Association recommended Mr. David Yoder to replace the unexpired term of Ms. Cerniglia. Mr. Yoder and others in attendance at the meeting were asked to briefly leave the room to allow the Board to discuss Mr. Yoder’s candidacy.

David Yoder Candidate, La Grande Provence Administrator

ON MOTION BY Bruce Aiello, seconded by Dennis Vohs, with all in favor, the Board voted on whether to appoint David Yoder to replace Nancy Cerniglia as the representative for La Grande Provence on the Board of Administrators. Mr. Yoder’s term will expire in 2015. Motion carries.

Mr. Yoder and other attendees were invited to rejoin the meeting.

ON MOTION BY Bruce Aiello, seconded by Bob Bagdon, with all in favor, the Board voted on whether to appoint David Yoder to chair the Communications and Community Relations Committee. Motion carries.

Bob Striffler and Ron Huxtable have volunteered to serve on the committee.

Hammock Dunes Club Administrator Report:

Mr. Finch reported this month's edition of the Charlotte, North Carolina magazine contains an advertisement for both the Club and the HDOA in a prominent position in the magazine. Members have received notice of a flat rate increase in all levels of membership, effective as of January 1, 2013 in the amount of 4.2%. However, due to a new accounting procedure that now will break out taxable and non-taxable revenue, the increase for members is actually about 3.2%. The Guest program for neighbors of Hammock Dunes during the summer months earned the Club \$13,000 and was very well received. Teams between two and 24 players have signed up for the upcoming Pro Am event. Bylaws amendments were approved by the members. As a result, the cost of memberships will increase from \$35,000 to \$37,500 for Non-Equity Memberships on January 1, 2013. Mr. Aiello advised the HDOA met with the Club's Marketing Vice President regarding a location inside the Front Gate Office building to display Club marketing material.

Website Funding

Mr. Aiello advised the HDOA has developed a statement of work and received a letter of agreement for \$5,000 to design the website. The payments will be made in three installments, with the first installment of \$1,000 being paid in 2013 from Operating funds. Mr. Eckert reported on the interviews of website contractors screened by the committee. Mr. John Morris, head/architect of the Greenbriar website, advised that using the Greenbriar web templates is not a conflict and available. After a video presentation by Mr. Morris, Mr. Aiello and Mr. Eckert determined his option would be the best fit for the HDOA. Mr. Morris' offer was significantly less expensive than the other proposals. For \$250 per month, Mr. Morris will provide 10 hours of service per month. Any work over 10 hours would be billed at \$25. If Greenbriar enhances their website, such as adding aerial photographs of their golf course, HDOA would be able to use the same enhancements. Mr. Eckert reviewed the appearance and plans for the various tiles on the Home page. Live tiles will get updated information, such as weather reports or social events. Mr. Eckert requested help from the Board in obtaining aerial photographs. HDOA will be using Go Daddy as the platform with unlimited cloud capacity. The site will have the ability to link to the Club website and to SSMG owner data. The Board commended Mr. Eckert for his work and creativity on the website project.

ON MOTION BY Mr. Aiello, seconded by Cosmo DiPerna, with all in favor, the Board voted on whether to approve signing the letter of agreement and \$5,000 in funding for website development & population. Motion carries.

Southern States Management Group Contract

Mr. Aiello reported the Board reviewed the Southern States Management contract at their October meeting and reinforced provisions regarding administrative services such as financial and DRC support. The only change is the former contract states the president is the primary contact with SSMG. That was changed to permit the President or his designated contact to be the primary contact. Mr. DeGiovanni stated Mr. Aiello is his designee.

ON MOTION BY Mr. Aiello, seconded by Phil Henderson, with all in favor, the Board voted on whether to approve the Southern States Management contract for community management services for the Hammock Dunes Owners' Association and the Granada Estates and Ocean Estates Neighborhoods. Motion carries.

By Laws Amendment

Mr. DeGiovanni reviewed the By Laws amendment. The Security & Emergency Response Committee and Community Planning committee, omitted from the original amendment, along with committee descriptions, has been added. A letter will be sent to owners regarding the By Laws changes.

ON MOTION BY Cosmo DiPerna, seconded by Mr. Henderson, with all in favor, the Board voted on whether to approve the amendment to the By Laws. Motion carries.

Committee Reports:

Declarant & Development Committee

Mr. DeGovanni reported the committee recommended "Two Camino" as the official name of the front gate office. Members of the committee along with Brian Gaines, and Fred Annon met to identify an area in the lobby of Two Camino for Club and HDOA marketing displays. The Club will have the right rear wall and the right rear of the current model table. Computer monitors are relatively inexpensive and consideration is being given to installing monitors with a surface device to provide some live video rather than all static displays.

Maintenance Committee

Prioritized Items per the Monthly Report

Mr. Bagdon reported Ms. Rooyakkers is taking the lead on the Jungle Hut Road refurbishing project. Removing and replacing 300 feet of fencing will cost \$7,200 using heavy duty chain fence. Mr. Houk will get a price from Corey Enterprises for trimming vegetation which is leaning on the fence.

ON MOTION BY Mr. Bagdon, seconded by Phil Henderson, with all in favor, the Board voted on whether to approve \$7,200 for replacement of the Jungle Hut Road fence. Motion carries.

The committee is seeking additional bids for repair of the Clicker Beach structure as the original bids were quite expensive. The committee is awaiting a bid from Kevin Partel to repair all of the dune walkovers in Ocean Estates and a second bid to eventually replace all four of the HDOA walkovers using Trex or a similar material. There still has been no resolution from Flagler county on the A1A landscape. They expect to have a decision before the holidays. Several diseased Ligustrum trees which died, probably from application of too many chemicals, have been removed. Grapevines overtaking Camino del Rey and Camino del Mar are being cut by the landscape contractor. Mr. DeGovanni commended the committee for doing a great job. Mr. DeGovanni stated he met with Dave Mancino and Mike Machin to discuss proposed front gate house and bridge enhancements.

Communications & Community Relations Committee

There was no report.

Social Committee

There was no report.

Community Planning

Mr. Vohs reported Bulletin Six, focusing on international purchasers in Hammock Dunes, was e-mailed to realtors. The Club membership has requested information on the age of children in the community for use in developing programs for community youth. The initial owner survey only asked for the number of children under 19 years of age. The next survey will address the issue. Mr. Bagdon noted distributing children's age information cannot be given to realtors because it violates laws regarding information about family status, but the information probably could be generated strictly for use by the Club.

Security & Emergency Response Committee

Ms. Rooyakkers reported on plans to purge the permanent list of people with pre-authorized access to the entry gates. Owners will be asked to return the new access cards to the gate house by February 17, 2014. Mr. Aiello suggested allowing owners to respond by using the website because the gate staff has to enter all information submitted in writing. Mr. Houk said if owners change all their information prior to the time the system is purged the new information will be lost. Mr. Aiello recommended changes to the letter and sending it to owners after the holiday season. There was discussion regarding who will enter the new data in the system. The current pre-authorized list will be purged in March 2014.

Design Review Committee

Mr. DiPerna reported two new houses were approved, including the house near the south gate. So far this year 9 new homes have been approved as opposed to 5 new homes last year. The owner of the Renoir Estates lot has agreed to install monument lights at the entrance to the property which will be a standard for any future construction.

Financial Committee

Mr. Aiello reported the HDOA is favorable to budget \$75,583.76 through the end of October. Granada Estates is favorable to budget \$4,873. Carino la Mer is favorable to budget \$4,493.71. Grande Mer is favorable to budget \$9,461 and Playa del Sur is favorable to budget \$5,092.45. It appears all of the neighborhoods should be favorable to budget through the end of the year. A court date for judicial review of the status of the owner in bringing 13 San Marco Court into compliance with community standards is scheduled for Monday, November 25, 2013. Next Friday at 10 a.m. representatives of the Board will inspect the repairs in preparation for the court date. The HDOA has received \$20,000 from three foreclosure settlements. The HDOA will select other homes from various communities from the list of active delinquencies which will be referred to the attorneys for collection. Bad debt reserves are at \$175,000 as opposed to having bad debt of \$135,000, not including legal fees, interest and administrative fees. Bad debt is almost completely covered. The number of foreclosures is still at one or two per month. The Association settled with Monroe and the house is going up for public auction in December.

FY 2014 Budget Adoption:

Mr. Aiello reported the member dues for all three Ocean Estates Neighborhoods will remain the same as last year. Although the amount of some line items was changed, there is no change in the total budget for Grande Mer, Camino del Mar, or Playa del Sur. Wind insurance will be covered under the natural disaster contingency reserves.

ON MOTION BY Bruce Aiello, seconded by Dennis Vohs, with all in favor, the Board voted on whether to approve the Fiscal Year 2014 Operating Budget for the Ocean Estates Neighborhood. Motion carries.

Mr. Aiello reported the member dues for Granada Estates Neighborhood will remain the same as last year. Selected reserves were increase by 3% and the funds were allocated to the natural disaster contingency reserves to cover wind insurance.

ON MOTION BY Bruce Aiello, seconded by George DeGovanni, with all in favor, the Board voted on whether to approve the Fiscal Year 2014 Operating Budget for the Granada Estates Neighborhood. Motion carries.

Mr. Aiello reported the member dues for Hammock Dunes Owners' Association will increase from \$114 per month to \$117 per month. The increase is due to the increase in Management fees, funding for the Declarant and Development Committee, 3% reserve increases, and an increase in the natural disaster contingency reserves which will be used to defray wind insurance expense.

ON MOTION BY Bruce Aiello, seconded by Bob Bagdon, with all in favor the Board voted on whether to approve the Fiscal Year 2014 Operating Budget for the Hammock Dunes Owners' Association. Motion carries.

Association Updates/Discussion:

Hammock Dunes Club Property Change Report

The HDOA will provide a monthly report of new property owners to the Club.

CCG Update

Mr. Houk reported CCG is a communications consulting firm engaged by HDOA early last year to negotiate payment from AT&T, Brighthouse, Comcast and Time Warner for use of utility easements. Brighthouse is claiming they have use rights for the easements and HDOA does not own them. They

are fighting paying the easement fees. Mr. DeGovanni recommended allowing the consultant to continue the work and evaluate any potential legal costs as currently there is no cost to the Association for the work. Most of any funds obtained will go to the neighborhoods.

New Business

Mr. Aiello reported the Association received \$10,000 from foreclosure of 1 Via Salerno, \$7,000 from foreclosure of 13 San Marco Court, and \$9,000 for foreclosure of 6 Roma Court.

Mr. DeGovanni advised Ms. Rooyakkers the tenant of the Two Camino building is in charge of keeping the outside of the building clean. She noted the building exterior is in need of pressure washing and there is a light lying on the ground. Mr. DeGovanni stated Mr. Annon advised that pressure washing of the building will be scheduled, and the HDOA plans to paint the building. Mr. Annon is in the process of getting bids for landscaping. Repairs to the electrical system inside the building have been made. Mr. Aiello recommended sending a letter to SSMG listing the needed maintenance items.

Mr. Vohs thanked Ms. Rooyakkers for her work with the Scenic A1A Committee which recently garnered television coverage for the community. Ms. Rooyakkers recommended consideration of becoming a sponsor of the committee and creating a brochure to place in the participant bags for the upcoming bicycle race. Ms. Rooyakkers was asked to look into having HDOA sponsor 3 turtle nests and report to the Board.

Mr. DeGovanni reported an owner is routinely speeding in the community and creating a danger for the landscape workers and others in the community. Mr. Houk was asked to write a strong letter to the owner and have it reviewed by legal counsel. Mr. Aiello said if the HDOA is going to take responsibility for enforcing speed limits, all speed limit signs should be changed to 5 mile per hour increments and black and white signs required by the sheriff's office should be installed. Mr. DeGovanni noted the speed limit signs need to be replaced and asked the Maintenance Committee to look into when new signs should be replaced next year. Ms. Rooyakkers pointed out slow moving vehicles could legally operate in the community in areas where the speed limits are 35 miles per hour or less.

Audience Comments:

The Board addressed member comments and concerns.

Adjournment

ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor, the meeting was adjourned at 12:25 p.m.