

**Hammock Dunes Owners Association, Inc**  
**Board of Administrators Meeting**  
**April 20, 2015**

**Call to Order:**

The duly notice monthly board meeting was called to order at 10:00am.

**Board Members Present:** George DeGovanni, Bruce Aiello, Dennis Vohs, David Yoder, Marge Rooyakkers, Barry Williams, Ron Huxtable, Jon Rapaport (via phone)

**Board Members Absent:** Cosmo DiPerna

**Others Present:** Travis Houk, Southern States Management Group  
Fred Gronbacher, Non-Voting Hammock Dunes Club Administrator

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

**Approval of the Minutes – March 16, 2015, Board of Administrators Meeting**

**ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor, the Board approved the minutes of the March 16, 2015 Board of Administrators Meeting with following amendment:**

- **Under Recent Burglaries, after the first sentence the following sentence should be added, “It was later reported that one of the burglaries was not true and the total number of burglaries is 5”.**

**ON MOTION BY Bruce Aiello, seconded by Ron Huxtable, with all in favor, the Board approved the minutes of the March 30, 2015 Annual Meeting as written.**

**ON MOTION BY Bruce Aiello, seconded by Ron Huxtable, with all in favor, the Board approved the minutes of the March 30, 2015 Organizational Meeting as written.**

**Dick Damron, 6 Rue Renoir – Golf Course Maintenance**

Mr. Dick Damron, property owner at 6 Rue Renoir, reported on a couple incidents that occurred relevant to the golf course maintenance. Specifically, he stated at 6am on two occasions he was awakened by loud mowers and head lights from golf course maintenance on the hole behind his house. He indicated that he spoke with the golf course management and stated this issue is a material and relevant issue to his purchase and something that may need to be disclosed when selling at a later point. Mr. Damron asked why the vendor hours of the community do not match the hours for the Club maintenance. Mr. Damron also elaborated on the “peace and quiet” of the community and the need for the Association to monitor the Club. Mr. DeGovanni stated it's confirmed in the Master Declaration and the Granada Estates Declaration that the Hammock Dunes Club is a separate entity from the Hammock Dunes Owners' Association. The Declaration confirms that property owners adjacent to the golf course assume all risks and liability including nuisance situations associated with golf course maintenance. Normal golf maintenance is acceptable; however heavy machinery or construction should be regulated within the normal contractor hours. Mr. Aiello stated it's the Club's authority and the HDOA has no legal responsibility to disclose the rules and regulations of the Club. Mr. Aiello stated Club Manager, Jesse Thorpe, has said he will investigate the situation. Mr. DeGovanni stated it would be good for the Club to develop an MOU on when they will do maintenance before normal contractor hours. The Board agreed a formal resolution should be adopted that compliments the DRC manual language and confirms community hours.

**ON MOTION BY George DeGovanni, seconded by Marge Rooyakkers, with all in favor, the Board voted on whether to adopt a resolution defining community contractor hours as set in the DRC manuals. Motion carries.**

## **Hammock Dunes Club Administrator Report**

Mr. Fred Gronbacher distributed two documents that stated the statistics of the Club and it's membership along with percentage of members to households. The Board discussed the data and concepts for marketing the Club.

### **Committee Reports:**

#### **Declarant and Development Committee**

Mr. DeGovanni reported the agreement with Mr. Meckler has received a counter proposal and everything has been passed to legal counsel. A counter proposal will be developed with input from Mr. DeGovanni, Mr. Charlie Swinburn, and legal counsel Robyn Severs.

#### **Vacant Lot Clean-Up**

Mr. Houk confirmed that legal counsel, Robyn Severs, drafted a legal opinion about maintenance on vacant lots. Mr. Houk stated he met with the Flagler County Fire Marshall and the Fire Marshall confirmed Flagler County is not getting involved with private communities and requiring lot owners to mitigate landscape for fire maintenance. Mr. DeGovanni asked the Maintenance Committee to investigate the "Fire Safe Community" requirements with the Fire Marshall.

#### **Maintenance Committee**

##### **Prioritized Items per the Monthly Report**

Mr. Yoder reviewed the active maintenance report and reviewed each item individually. Mr. Houk reported that he would review a few fence proposals with the Maintenance Committee and if approved bring the pricing back to the Board for approval. Community re-landscaping is on-going with several areas addressed on common property and adjacent to the Club property. Mr. Yoder said a new method for Brazilian Pepper eradication that was in the local paper; "jumping plant lice". The Board decided against this option.

Mr. Aiello asked the Maintenance Committee to update the signs and light poles that are on HDOA property.

#### **Gate House Renovation Update**

Mr. Yoder reported the Maintenance Committee received three bids for the gatehouse renovation project. The Board discussed the range in pricing and the maintenance of traffic plan.

**ON MOTION BY Bruce Aiello, seconded by Barry Williams, with all in favor, the Board voted on whether to approve a not-to-exceed amount of \$145,000 for the gatehouse renovation project and delegating the selection of the contractor and awarding of the contract to the Maintenance Committee. Motion carries.**

#### **A1A Sign Update**

Mr. Yoder stated architectural plans are almost complete for the A1A sign. Mr. DeGovanni stated the sign spec must match the slanted/tilted community signs for consistency.

#### **Communications & Community Relations**

Mr. Huxtable read an update from Bill Conner that confirmed the recommendation to hire InFocus Media Group at a price of \$2,500 for drone camera video and an edited Hammock Dunes Fly-Over video combined with Google Earth.

**ON MOTION BY Ron Huxtable, seconded by Bruce Aiello, with all in favor the Board voted on whether to hire InFocus Media Group at price of \$2,500 for the above referenced project. Motion carries.**

The Board discussed communicating with resident "issues" (such as putting trash out early) over email and/or letter versus the "Inside the Gates" magazine.

Mr. Huxtable confirmed the Board will send out a synopsis email of each monthly Board meeting to the community a week after the Board meeting.

### **Social Committee**

Mr. Barry Williams confirmed the car show is May 3<sup>rd</sup> and he has twelve cars lined up. Hopefully the event will be well attended. Mr. Williams stated the Club is assisting with tents, drinks, and a grill.

### **Community Planning**

Mr. Vohs reported the Committee is drafting another realtor Hammock Dunes email. The DCDD is planning to install additional flashing stop signs and signage on Hammock Dunes Parkway adjacent to the Jungle Hut Road.

### **Design Review Committee**

Mr. Houk reported the Committee reviewed two ocean front homes in Playa del Sur.

### **Financial Committee**

Mr. Aiello asked the Board to sign the annual retainer agreement with Hammock Dunes legal counsel, Becker & Poliakoff. By consensus the Board agreed to sign the agreement. Mr. Aiello discussed the Christiana Trust legal case with the Island Estates Neighborhood Association and the settlement agreement. Hammock Dunes collection counsel, Wright, Casey, & Stowers is aware of the settlement and addressing Christiana Trust.

Mr. Aiello confirmed all neighborhoods are performing favorable to budget with the exception of the HDOA due to the additional Securitas expense; specifically the additional gate officer expense related to the recent burglaries. Mr. Aiello addressed the Board about the additional Securitas money that was authorized without formal board approval. Mr. DeGovanni and Ms. Rooyakkers said the Board had to address the situation with the extra gate officers immediately. Mr. Aiello confirmed the Board must approve this money.

**ON MOTION BY Marge Rooyakkers, seconded by Dave Yoder, with Mr. DeGovanni, Ms. Rooyakkers, Mr. Yoder, Mr. Vohs, Mr. Huxtable, Mr. Williams in favor and Mr. Aiello opposed, the Board voted on whether to spend the extra money of \$12,920.94 for the Securitas additional service. Motion carries.**

### **Securitas Extra Officer Expense**

Mr. Houk reviewed the current hourly service for all gates including the additional gate officers. Presently, the Main Gate and Island Estates Gate is staffed full time (24/7, 365) and the South Gate is staffed 7am – 11pm Monday thru Friday and 8am – 11pm on the weekend. Mr. DeGovanni asked the Board if they want to continue to staff the South Gate with the extra officer hours. Mr. Aiello stated the Board needs to address tailgaters. Mr. DeGovanni asked the Board how they want to address the staffing of the gates. Since there has been another burglary on April 16<sup>th</sup>, extra gate officers may be needed at the South Gate.

**ON MOTION BY George DeGovanni, seconded by Dennis Vohs with Ms. Rooyakkers, Mr. Williams, Mr. DeGovanni, Mr. Yoder, Mr. Vohs in favor and Mr. Huxtable and Mr. Aiello opposed the Board voted on whether to continue to staff the South Gate to 11pm on week days and weekend and to return to the normal hours once the additional measures are taken. Motion carries.**

**ON MOTION BY Bruce Aiello to have another budget review meeting to fund the extra gate officer expense...There was no second. Mr. DeGovanni asked the Board to table the motion.**

The Board discussed how they will fund the extra gate officer until the barrier arm is installed.

### **Audubon Certification Approval**

The Board discussed stage 2 of the Audubon International Certification for Hammock Dunes.

**ON MOTION BY Marge Rooyakkers, seconded by Bruce Aiello, with all in favor, the Board approved \$2,500 for stage 2 of the Audubon International Sustainable Community Certification.**

### **Security & Emergency Response Committee**

Ms. Rooyakkers reported that residents may see unusual names on their profile because the gates are soliciting the names of all passengers in the vehicle that gain access to their residence. Mr. Aiello stated the Committee should confirm with the Island Estates Neighborhood Association before any post orders are changed or altered. Ms. Rooyakkers stated Securitas management will confirm with Island Estates before anything is done in the future and this will be communicated.

Ms. Rooyakkers updated the Board about the Memorandum of Understanding (MOU) that must be signed by the HDOA which gives the Sheriff's Office the right to issue trespass warnings. The Board agreed this MOU is necessary.

### **Burglary Update**

Ms. Rooyakkers updated the Board about the recent burglary on April 16, 2015. The Flagler County's Sheriff's Office believes it's not the same group of criminals that burglarized multiples residence in March.

### **Drivers License Scanning Procedure – Legal Opinion**

Ms. Rooyakkers confirmed Robyn Severs, HDOA legal counsel, confirmed the current "photocopying" of driver's licenses is acceptable and not in violation of Florida law. If the HDOA chooses to "swipe" a license and capture all the card detail, the HDOA must have permission from the person.

### **Gate Provisions Proposal**

Ms. Rooyakkers discussed a proposal from Access Control Technologies (Orlando, FL) to install "LiftMaster" barrier gate arms that will be installed in front of all entry swing gate locations. Mr. Houk distributed pictures of other comparable gated communities that are utilizing this same approach. Ms. Rooyakkers stated the Sheriff's Office has indicated this additional barrier gate would assist with the prevention of tailgating. Mr. Aiello confirmed the system should be tied into the SOS emergency system. The Board discussed if barrier gates should be installed on the exit gates. Mr. Aiello stated the baseline for the Board is to do everything they can to prevent tailgaters. Ms. Rooyakkers stated the additional barrier gates are not perfect and if a vehicle is right on top of another vehicle (simulating a trailer) the barrier gate will not prevent this situation or tailgating.

**ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor the Board voted on whether to install barrier arm gates at all swing gates entry locations (South, North, Island Main, Mariner's Drive) at a cost not-to-exceed \$20,000. Motion carries.**

Mr. DeGiovanni stated the South Gate must be done first before any other gates are done AND the motor box must be painted black. The Maintenance Committee will oversee the implementation.

Mr. DeGiovanni and Mr. Aiello discussed the earlier motion of paying for the extra gate officer services. By consensus the Board agreed to staff the south gate and pay the extra services until the barrier gate arm is installed for the South Gate.

Ms. Rooyakkers asked the Board if they would consider another proposal that upgrades the current transponder system from a dial-up interface to an IP system. The Board agreed to push this to 2016.

**Association Updates/Discussion:**

**2 Via Capri – Self Help**

Mr. Houk stated the Villas Neighborhood Association requested “Self Help” to address the exterior maintenance of 2 Via Capri.

**ON MOTION BY Bruce Aiello, seconded by Marge Rooyakkers, with all in favor the Board voted on whether to delegate their “self help” authority to the Villas Neighborhood Association. Motion carries.**

**New Business**

**Dog Discussion – Vohs**

Mr. DeGiovanni asked the Board about the earlier decision to require specific requirements for the Vohs because of the dog bite situation with the adjacent neighbor. The Board agreed the original agreement must be enforced unless Hammock Dunes legal counsel has additional thoughts or communication.

**Audience Comments:**

There were no member comments.

**Adjournment**

**ON MOTION BY Marge Rooyakkers, seconded by Ron Huxtable, with all in favor, the meeting was adjourned at 2:25p.m.**