

**Hammock Dunes Owners Association, Inc.
Board of Administrators Meeting
August 16, 2021**

Call to Order:

The duly noticed monthly Board Meeting was called to order by Mike Gill at 10:00 a.m.

Board Members Present:

Mike Gill, Margaret Colon, Lori Comeau, Beth Thomas, Hunt Hawkins, Mike Heller, Warren Crooks, Marge Rooyakkers and Linda Steggerda

Board Members Absent:

None

HD Club Administrator Present:

Robert Neely

Community Management Present:

Travis Houk, Craig Nisbett, Rosie Maisonet Southern States Management Group

A quorum was established. Members' Sign-In Sheet located in Association meeting file.

Approval of Minutes: June 21, 2021

The Board deferred the approval of the June 21, 2021 Board of Administrators Meeting Minutes to be reviewed and approved at the September 2021 Board of Administrators meeting due to the request of Mike Heller to make the revisions regarding the Association Update/Discussion of the Declarant Rights.

Hammock Dunes Club Administrator by Robert Neely

Mr. Neely reported that things are going well with the Hammock Dunes Club and informed the members that there were no other updates to present as of today. The Club is maintaining a cautious position with regards to COVID-19.

Committee Reports

• **Maintenance Committee by Linda Steggerda.**

- Updates per the monthly report; Linda Steggerda reported positive feedback regarding the new maintenance contractor Thomas Rocco (T'Roc's Home Remodeling) and discussed the extension of the maintenance contract. The sidewalks to the north of the clock tower have been repaired and the walkway behind the clock tower will be pressured washed. Proposals will be solicited for the upcoming projects for the bridge engineer, irrigation consultant and repairs to Clicker beach. Lake San Gabriel erosion is currently under review and a meeting to discuss another maintenance option has been set for Tuesday September 7, 2021 at 10:00am.

• **Financial Committee by Margaret Colon**

○ **Treasurer's report**

- Ms. Colon updated the Board members about the current financial report and 2022 budget update. Ms. Colon provided an update on the actions completed during the past month and actions planned for next month.

○ **Intracoastal Loan Rate Modification, VOTE**

- **ON MOTION BY Margaret Colon, seconded by Linda Steggerda, with all in favor the Board voted on whether to approve the Intracoastal loan rate modification from**

4.5% on the Matthew Loan and 3.95% on the 2 Camino loan to 3.5% with legal fees to modify the documents not to exceed \$2,000.00. Motion carries.

- Anticipated effective date of the new rate is September 2021 for both loans.

Mr. Heller commented on the cost allocation for the Playa neighborhood and requested that Playa be listed as a stake holder for the Lake Sand Gabriel erosion project.

- **Community Planning Committee by Margaret Colon**

- Margert Colon updated members of the actions completed during the past month regarding the electronic voting, Hammock Dunes branding, scorecard assessment and developing the quarterly real estate report included in the packet.

- **Electronic Voting, VOTE**

- **ON MOTION BY Margaret Colon, seconded by Hunt Hawkins, with all in favor the Board voted on whether to approve the EZ Vote as the vendor to support the HDOA electronic voting option with a one-year subscription to begin once the sign-up process begins. Motion carries.**

- **Hammock Dunes Brand, VOTE**

- **ON MOTION BY Margaret Colon, seconded by Marge Rooyakkers, with all in favor the Board voted on whether to approve the Hammock Dunes Brand Strategy, Value Proposition, Brand Promise and Logo. Motion carries.**

- The Board discussed the Tagline recommendations provided by the Committee; which is standalone from the logo. A recommendation was made to table the Tagline decision. Tagline discussion has been tabled and will be discussed by the Committee members at their next meeting. The current options are as follows:

1 - Discover Life at the Water's Edge

2 - Explore the Allure at the Water's Edge

- **Hammock Dunes Scorecard June 30, 2021, VOTE**

- **ON MOTION BY Margaret Colon, seconded by Linda Steggerda, with all in favor the Board voted on whether to approve the Hammock Dunes Scorecard as of June 30, 2021. Motion carries.**

- Mr. Gill informed the Board that he met with several members of the Flagler County administration staff. Mr. Gill confirmed the meeting was positive. More information will be shared in the September 2021 Board of Administrators meeting.

- **Communications & Community Relations by Tom Culligan**

- Mr. Culligan updated the members on all upcoming communications and reported that the Covid-19 weekly updates have commenced and informed the members of the importance of testing and vaccinations.

- **Social Committee by Travis Houk**

- Mr. Houk reported that Fall social events are under consideration. No other updates were reported.

- **Security & Emergency Response Committee by Beth Thomas**

- Ms. Thomas reported that RFPs for Hammock Dunes and Island Estates Security Services are currently being drafted and will be made available to several Security companies.

- **Increase of Security at the South Gate Hours, VOTE**

- **ON MOTION BY Beth Thomas, seconded by Linda Steggerda, with all in favor the Board voted on whether to approve an increase in security hours at the South Gate hours from Monday through Saturday, 6:00am to 5:00pm due to the upcoming increase of traffic flow due the new Lennar construction. This new hourly change at the South Gate will not be implemented until the construction begins. Motion carries.**

- **Residential Contractor Passes, VOTE**

- **ON MOTION BY Beth Thomas, seconded by Linda Steggerda, with all in favor the Board voted on whether to approve weekly “Residential Contractor Passes.” These weekly access passes are for contractors performing work within a home such as flooring, painting, remodeling, etc. and are valid for one week at a time. Motion carries.**

- **Design Review Committee by Lori Comeau**

- Lori Comeau informed the members the DRC continues to remain busy and requested to modify the DRC agenda slightly to reflect only one voting item for 138 Island Estates. The other items on the agenda are up for discussion only.

- **138 Island Estates Landscape Setback Variance, VOTE**

- Ms. Comeau made a request for the approval to increase the setback variance from 90 to 116.08 as presented for the new build out at 138 Island Estates Parkway.
- **ON MOTION BY Marge Rooyakkers, seconded by Linda Steggerda, with all in favor, the Board voted on whether to increase the setback variance to 116.08. Motion carries.**

- **45 Calle del Sur DRC Violation**

- Ms. Comeau informed the Board about a DRC violation at 45 Calle del Sur. Specifically, it appears its renovation work to repair a leak to the home. The owner never submitted to the DRC for approval of the improvement. The DRC will work with the owner to submit the required documentation. Mr. Heller asked to be kept in the loop on Ocean Estates violations and/or DRC projects.

- **17 Rue Renoir DRC Violation**

- Ms. Comeau informed the Board that landscape improvements were made at 17 Rue Renoir without following the proper DRC review process. The issue was not with the work that was completed but only that the process was not followed by the owner. Multiple violation letters were sent to the owner who did not comply. Further, a previous Board member met with the owner. The Board determined no further action is required at this time since the improvement appears to be acceptable with the DRC.

- The Board discussed the issues of non-compliance with the DRC and agreed violation letters should continue to be processed and sent to owners that violate the covenants and restrictions.
 - **Oasis Development Concept Plan**
 - Ms. Comeau discussed the upcoming Oasis development as the DRC is waiting for a draft of the concept plan.
- **HD Shoreline Management Committee by Travis Houk**
 - **Emergency Plan Adoption, Vote**
 - This item has been tabled until it can be reviewed further by the Board and legal if needed.
 - **Emergency Service Contract, Vote**
 - **ON MOTION BY Linda Steggerda, seconded by Hunt Hawkins, the Board voted on whether to enter into a contract with an Emergency Service Contractor pursuant to the bids and scope obtained by the Shoreline Management Committee. The contract will allow the Association to have a standby contractor to engage emergency services in case of a shoreline emergency or a natural disaster. Motion carries.**
 - **Emergency Dune Sand Contract, Vote**
 - **ON MOTION BY Linda Steggerda and seconded by Lori Comeau, with all in favor, the Board voted on whether to enter into a contract with an Emergency Dune Sand Contractor pursuant to the bids and scope obtained by the Shoreline Management Committee. The contract will provide the Association a contractor for emergency dune sand if needed to address the dunes. Motion carries.**
- **Manager's Report by Travis Houk**
 - Travis provided a manager report in the agenda packet and reported on the following: A sales report activity update as well as the daily and weekly tracking of the work orders.
- **Association Updates/Discussion**
 - Mr. Gill updated the members on the Declarant Seat matter.
- **New Business**
 - No new business to report.
- **Audience Comments**
 - Audience members commented about vines in the dunes and asked the Maintenance Committee to review the issue. Also, an audience member asked the Maintenance Committee to continue to look at updating some of the old landscape areas on common roadways.

- **Adjournment**

ON MOTION BY Linda Steggerda and seconded by Marge Rooyakkers the August 16, 2021 Board of Administrators meeting was adjourned at 11:52am.

The next meeting will be held on Monday, September 20, 2021 at 10:00am