

Hammock Dunes Owners Association, Inc.
Board of Administrators Meeting
February 15, 2021

Call to Order:

The duly noticed monthly Board Meeting was called to order at 10:02 a.m.

Board Members Present: Ralph Dumke, Margaret Colon, Mike Gill, Marge Rooyakkers, Jef Amsbaugh, Beth Thomas, Linda Steggerda, Hunt Hawkins, Mike Heller, Warren Crooks

Board Members Absent:

HD Club Administrator Present: Bob Neely

Community Management Present: Travis Houk, Craig Nisbett, Rosie Maisonet Southern States Management Group

HD Legal Counsel Present: Robyn Severs

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

Approval of Minutes: January 18, 2021 Board Meeting

ON MOTION BY Mike Gill, seconded by Margaret Colon with all in favor, the Board approved the minutes of the January 18, Board of Administrators meeting as written.

Hammock Dunes Club Administrator – Bob Neely

No Updates.

Resolution Authorizing Electronic Voting and Participation for Association Meetings and Elections

HDOA legal counsel, Robyn Severs, provided the Board with a detailed explanation of the Electronic Voting Resolution. Owners must agree to vote electronically. Once approved a letter will be mailed to the owners explain the process and providing them a confirmation form to send back. Ms. Severs recommended two companies (Becker Ballots) and (Vote HOA) that offer the electronic voting service for a fee between \$140.00 up to \$300.00 which is less than the average mailing fees which is over \$2,100.00. Electronic votes are also counted to reach quorum of the meeting. Owners are not obligated to vote electronically and those who wish to not participate can continue to vote using a paper ballot.

Ms. Severs explained that a pin is created by the owner who elects to vote electronically and offered to set up a meeting to provide instructions to the Board on how to vote electronically should the Board decide to obtain the service of Becker Ballots. The Board discussed benefits to proceed with the resolution.

ON MOTION BY Margaret Colon, seconded by Linda Steggerda with all in favor, the Board voted on whether to pursue allowing for Electronic Voting for Association Meetings and Elections within the HDOA.

MOTION AMENDED BY Margaret Colon, seconded by Warren Crooks with all in favor, the Board voted to adopt the proposed Resolution for Electronic Voting and make the documentation available to owners to register their email address and provide consent. Motion carries.

Rental Restrictions

Ms. Severs provided the Board with a presentation on updating the Short-Term Rental restrictions in the Hammock Dunes Owners Association and sub-association Declarations. As it stands the HDOA Declaration does not have any short-term rental provisions in place; however, the HDOA did approve the Certificate of Fourth Amendment last year confirming that no unit can be leased less than 30 days or more than one time in a 12 month period with the current sub-associations rental covenants

grandfathered. A sub-association cannot change their lease covenants without complying with the Certificate of Fourth Amendment. The Board discussed receiving more documentation from the sub-associations regarding tenants; specifically, to be notified. The Board will not be required to interview the applicant, however; the Board has requested to be informed of any new lease applicants within Hammock Dunes. The Board discussed the current rental climate with the Florida legislature and does not want to make a change that would damage their rights to prohibit short term rentals. Ms. Servers will draft a letter to present to the Board to discuss and vote on during the March 2021 Board of Administrators meeting. The letter will include a red lined version that will address all other declarations of the community. Further, she will prepare a document that confirms HD owners will be required to notify the HDOA about their lease application when it's submitted to the sub-association for review. Enforcement notification/direction will remain with the subs.

Committee Reports:

Maintenance Committee

Ms. Thomas provided the Board with a Maintenance Committee update and informed the Board that the list is now in sync with the Community Planning Committee list.

Bechtol Engineering Quote

Ms. Thomas confirmed the Committee solicited a bid from Bechtol Engineering to evaluate the northern end of Lake San Gabriel; specifically, the erosion at the lake. Bechtol will issue a report with options and their recommended solution. Mr. Dumke confirmed the Lennar Development will not drain into Lake San Gabriel (Varn Lake).

ON MOTION BY Beth Thomas seconded by Marge Rooyakkers with all in favor, the Board voted on whether to hire Bechtol Engineering to provide an engineering evaluation at Lake San Gabriel at a cost not-to-exceed \$2,100. Motion carries.

HDOA Structure Roof Glazing/ReRoof

Ms. Thomas reported bids came in to replace the roofs at the various Hammock Dunes structures (Two Camino, Clock Tower, Gazebo, Comfort Station, South Gate) at approx. \$100,000 to \$279,000. The Maintenance Committee supported the bid to reglaze the roofs instead of reroof.

ON MOTION BY Beth Thomas seconded by Margaret Colon with all in favor, the Board voted on whether to approve reglazing the roofs at a cost not to exceed \$30,000. Motion carries.

Island Estates Bridge Joints

Ms. Thomas stated the Committee reviewed another bid to repair the bridge joints on the Island Estates main bridge. The previous quote from Halifax came in around \$15,000. The Committee recommends going with the new quote from Jiffy Services.

ON MOTION BY Beth Thomas seconded by Margaret Colon with all in favor, the Board voted on whether to repair the bridge joints on the Island Estates main bridge at a cost not to exceed \$6,000. Motion carries.

Financial Committee

Treasurer's Report

Ratification of Insurance Policy and Request for Appraisal

Mrs. Colon provided the Board with a Finance report through December 31, 2020. Ms. Colon confirmed she has met with the auditor and is working through several questions and hoping to finalize the audit in March. New operating accounts have been opened to avoid going over FDIC limits.

The insurance premium reconciliation process has been finalized. Ms. Colon updated the Board on insurance renewals and recommended that the insurance policy continue to be provided by Brown & Brown. The insurance coverage at Two Camino is approx. \$600,000 and the Committee recommends coverage of \$900,000. The Committee discussed getting an appraisal of the Two Camino property.

ON MOTION BY Margaret Colon seconded by Hunt Hawkins with all in favor, the Board voted on whether to ratify the insurance policies as proposed by Brown & Brown and increase insurance coverage at Two Camino to \$900,000. Motion carries.

Community Planning/Strategic Planning Committee 2021 Proposed HD Strategy Scorecard

Mrs. Colon thanked the Committee Chairs and team members on their time and dedication during the process of working on the 2020 assessment of the HDOA strategic plan and the 2021 score cards for HDOA. She provided a detailed new steps presentation which included several tasks, scorecard evaluations/updates, and goals for the year. At the end-year 2021, the Board should be monitoring, from a strategic perspective, where Hammock Dunes wants to be at the end year. How this is done is thru 15 goals identified as high-level goals on a Hammock Dunes Scorecard. The Board had detailed discussion about the presentation. Ms. Colon confirmed the Heise's will no longer provide Hamock Dunes with the Inside the Gates Magazine. The Board thanked them for their service.

ON MOTION BY Margaret Colon seconded by Linda Steggerda with all in favor, the Board voted on whether to approve the 15 goals outlined in the Hammock Dunes Scorecard which will be reported back to the Board. Motion carries.

Communications & Community Relations

Mr. Culligan provided the Board with a Communications & Community Relations update. Mr. Culligan provided the Board with a local COVID report update. The new monthly (week-after) HDOA Board Update will be sent to Board members for review prior to sending to the community.

Social Committee

Mr. Crooks provided the Board with a Social Committee update. Mr. Crooks reported that a new Social Committee welcome letter will be added to the new owner welcome package.

Security & Emergency Response Committee

Ms. Rooyakkers reported the Security Committee did not meet yet in February. Ms. Rooyakkers updated the Board on the three-transponder rule and informed the Board that additional transponders may be issued based on a case-by-case matter. Ms. Rooyakkers will update the more with more information at the March 2021 HDOA Board meeting after the Committee has their meeting.

Design Review Committee

28 San Gabriel Rear Setback Variance

Island Estates Lot Flooding/Flagler County Code

Mr. Amsbaugh provided the Board with a Design Review Committee update. The Board discussed a storm water runoff problem at 65 Island Estates. Mr. Houk will contact Flagler County and request a meeting with their officials to discuss the issue. The problem appears to be a Flagler County issue and not a HDOA problem.

Mr. Houk presented the Board will a rear setback variance on San Gabriel Lane. This is the same variance that has been approved for several homes on San Gabriel.

ON MOTION BY Jef Amsbaugh seconded by Mike Gill with all in favor, the Board voted on whether to approve a 20 ft setback to allow for a pool at 28 San Gabriel. Motion carries.

ON MOTION BY Mike Gill seconded by Jef Amsbaugh with all in favor, the Board voted on whether to have Mr. Houk work with Flagler County regarding the storm water runoff at 63, 65, and 67 Island Estates. Motion carries.

Declarant & Development Committee 2:15

Closed Meeting Discussion

DDC Assignment/Appointment

The Board had discussion about this Committee.

ON MOTION BY Linda Steggerda seconded by Margaret Colon with Ralph Dumke, Linda Steggerda, Margaret Colon, Mike Gill, Hunt Hawkins in favor, Mike Heller opposing and Beth Thomas, Marge Rooyakkers, Jef Amsbaugh abstaining, the Board voted to approve that any future discussion about DDC meetings will be held in open meetings and not in closed session. Motion carries.

ON MOTION BY Linda Steggerda seconded by Margaret Colon with Ralph Dumke, Linda Steggerda, Margaret Colon, Mike Gill, Hunt Hawkins, Beth Thomas, & Jef Amsbaugh in favor and Warren Crooks, Marge Rooyakkers & Mike Heller opposed, the Board voted on whether the DDC will remain the Board President and Board Treasurer only and then once a task is decided by the HDOA Board, the Board will appoint an owner with appropriate background and experience to the Committee. Motion carries.

HD Shoreline Management

Approval of Volunteers to the Committee

Draft Charter for the HDSMC to Review at First Meeting, approved/voted on at March Board Meeting

Mr. Dumke confirmed the Committee is scheduled to meet and he reviewed the new charter the Committee will adopt and implement.

Mr. Dumke reviewed the Committee members.

ON MOTION BY Hunt Hawkins seconded by Warren Crooks with all in favor, the Board voted on whether to appoint Anthony Nolan, Barbara Brodie, Colleen White, Jan McManus, John Gass, Kevin Porter, Robert Taylor, Mike Gill, and Ralph Dumke to the Shoreline Management Committee. Motion carries.

Association Updates/Discussion

Grande Mer Dune Update

Mr. Heller provided the Board with an update about the Grande Mer dune. The estimate is \$385,000 to repair the Grande Mer dune restoration. Mr. Heller reviewed the emergency order process and what can be done on the beach. Mr. Dumke stated Flagler County is reviewing a contract with Olsen Engineering. Mr. Dumke also indicated Olsen Engineering can provide a proposal to provide 15-year plan/permit for Hammock Dunes. Any decision on funding will be brought back to the HDOA Board for their review.

ON MOTION BY Michael Heller seconded by Mike Gill with all in favor, the Board voted on whether to turn over the Grande Mer dunes project/Committee to the Shoreline Management Committee for review and execution. Motion Carries.

The Board discussed communicating info about the dunes to the HDOA owners.

ON MOTION BY Michael Heller, seconded by Marge Rooyakkers, requested the current Question/Answer document that he provided in the Board package be processed in the email communication database and sent to the HDOA owners.

MOTION AMENDED by Mike Gill, seconded by Warren Crooks, with all in favor, the Board voted on whether to send the document to the Shoreline Management Committee for review and the Committee will produce a communication document for dissemination. Motion carries.

FEMA Dune & Flood Plain Modeling Update (Interim)/General Dune Matters

Mr. Heller provided the Board with a presentation regarding the threat to the dunes and community from storms and flooding; specifically implementing a Beach Management Program. Mr. Heller commented on the expansion of the Olsen Contract that is going to be reviewed by Flagler County.

Community Managers Report

Mr. Houk reviewed his report and advised the Board to mark their calendar about the next VMS training.

New Business:

Appointment of Declarant Seats on Board

The Board discussed the two Declarant Seats.

ON MOTION BY Hunt Hawkins seconded by Linda Steggerda, with Mike Gill, Margaret Colon, Linda Steggerda, Hunt Hawkins, Warren Crooks, and Beth Thomas in favor, with Ralph Dumke and Jef Amsbaugh abstaining, and Mike Heller and Marge Rooyakkers opposed, the Board voted on whether to appoint Ralph Dumke to one of HDOA Declarant Board of Administrator Seats for a two-year term. Motion carries.

MOTION AMENDED by Michael Heller, seconded by Beth Thomas, with Michael Heller, Marge Rooyakkers in favor, Beth Thomas abstaining, and Ralph Dumke, Mike Gill, Margaret Colon, Linda Steggerda, Warren Crooks, Jef Amsbaugh, and Hunt Hawkins opposed, the Board voted on whether to have the discussion about the Declarant seats in closed session with the legal counsel. Motion fails.

ON MOTION BY Margaret Colon seconded by Hunt Hawkins with Ralph Dumke, Margaret Colon, Linda Steggerda, Hunt Hawkins, & Beth Thomas in favor, with Mike Gill & Jef Amsbaugh abstaining, and Mike Heller & Marge Rooyakkers opposed, the Board voted on whether to appoint Mike Gill to one of the HDOA Declarant Board of Administrator Seats for a two-year term.

Audience Comments

Audience comments were addressed during the meeting.

ON MOTION BY Mike Gill, seconded Marge Rooyakkers, with all in favor, the meeting was adjourned at 1:08 p.m.

Attendees – Pat Browning, Chuck Heiden, Meredith Malin, Jane Ann Gass, Robert Taylor, Tom Culligan, David Betsill, Ted Robinson, Bob Campielo, David Eckert, Dan Ignatuk, Stephan Parks, Jim Calais, Lori Comeau, Nancy Geisler, Dennis Vohs