

Hammock Dunes Owners Association, Inc.
Board of Administrators Meeting Minutes
April 17, 2023

Call to Order:

The duly noticed monthly Board Meeting was called to order by Greg Davis at 10:00 a.m., In the Hammock Dunes Club Board Room.

Board Members Present:

In Person: Greg Davis, Steve Hastings, David Betsill, Doug Guarino, John Balzarini
Via Zoom: Shannan Kolbe, Phillip Dolamore, Mike Heller

Hammock Dunes Club Present: John Langhauser

Community Management Present: Travis Houk, Brie Cunniff and Craig Nisbett (via Zoom) of Southern States Management Group

A quorum was established. A sign-in sheet was filed for in-person attendees. Other attendees were over Zoom.

Opening Comments, Greg Davis

- Due to commitments for the Board room, there was a hard stop at noon. Mr. Davis reminded the Board of Administrators to keep their comments concise to stay on track. Mr. Houk of Southern States Management Group was asked to assist in keeping the meeting on track.

Maintenance Committee, Doug Guarino/Travis Houk

- **Corey Landscape Quotes, VOTE**
 - The Maintenance Committee identified three areas, the South Gate, Island Estates Main Gate and Mariners Gate entry access points that were in need of beautification due to the past winter freeze. The South Gate would be \$6,027.00, Island Estates Main Gate would be \$3,545.00 and Mariners Gate would be \$1,148.00. The South Gate would cost more because of a larger topography.
- **ON A MOTION MADE BY MR. DOUG GUARINO, seconded by Mr. David Betsill, the Board voted on whether to fund the landscape beautification of the South Gate entrance, Mariners Drive entrance and the Island Estates entrance.**
 - **Discussion**
 - Mr. Betsill asked if this was included in the budget. Mr. Houk said yes for 2023, \$42,000 was budgeted for landscaping maintenance additional work.
 - Mr. Davis brought up to the Board of Administrators that items that are within the threshold/maintenance policy/annual budget, should be considered consent agenda items, which would save time during the meetings. He considered the vote for approving the re-beautification for the gate a consent agenda item because there was funding in the budget for the work.

- **With no other discussion, on a call to vote: ON A MOTION MADE BY MR. DOUG GUARINO, seconded by Mr. David Betsill, the Board voted on whether to fund the landscape beautification of the South Gate entrance, Mariners Gate entrance and the Island Estates entrance. On a call to vote, with all in favor, the motion passes unanimously.**
- **Corey Landscaping Contract Proposal, VOTE**
- **ON A MOTION MADE BY MS. SHANNAN KOLBE, seconded by Mr. John Balzarini, the Board voted on whether to table the discussion until the next meeting since they were still in due diligence and were not ready for Board review.**

April 9, 2023, Nor'easter Walkover Repairs, VOTE, Travis Houk

- Additional walkovers were damaged in the April 9, 2023, Nor'easter storm including recently repaired walkovers. Most of the damage to the walkovers was to the bottom steps, with the walkovers being twisted.
 - Because of the expediency needed to complete the heavy repairs on the beach by May 1, 2023, the beginning of turtle season, the contractor suggested walkover repairs specific to each neighborhood walkover. Mr. Houk provided the details.
- **ON A MOTION MADE BY MR. DOUG GUARINO, seconded by Mr. Steve Hastings, the Board voted on whether to repair the HDOA-related walkovers, not to exceed the amount of \$30,000. The motion carries unanimously.**
- **ON A MOTION MADE BY MR. JOHN BALZARINI seconded by Mr. Michael Heller, the Board voted on whether to approve a not to exceed amount of \$33,000 in walkover repairs for Playa del Sur. The motion carries unanimously.**
- **ON A MOTION MADE BY MR. MICHAEL HELLER, seconded by John Balzarini, the Board voted on whether to approve a to not exceed amount of \$24,000.00 in walk over repairs for Carino del Mar. The motion carries unanimously.**
- **ON A MOTION MADE BY SHANNAN KOLBE, seconded by John Balzarini, the Board voted on whether to table approval of funding for the Grand Mer walkover repairs until there is more due diligence. The motion carries unanimously.**
 - Mr. Houk will review the Grande Mer walkover repairs with the HDOA Maintenance Engineer since the repairs to these walkovers appears to be minor.

Committee Structure

- Mr. Davis stated in accordance with the HDOA by-laws, Committee Chairs may appoint members to serve on their committees until the close of the following year's Annual Meeting. Mr. Davis wanted the Committee Chairs to report back by the next meeting on any structure changes or committee member changes within their committees.

- **Design Review Committee (DRC) Committee Structure/Members/Vote**

- Mr. Dolamore commented the size of the DRC committee would be reduced. The owners he would like to appoint are already serving on the Committee, Mr. Jonathan Worrall, Ms. Tina Bjarekull and Mr. Michael Fisher in addition to himself. Mr. Dolamore also wanted Ms. Bjarekull to be appointed as Assistant Committee Chair.
- **ON A MOTION MADE BY MR. PHILLIP DOLAMORE, seconded by Mr. Doug Guarino, the Board voted on whether to have Mr. Jonathan Worrall, Ms. Tina Bjarekull and Mr. Michael Fisher appointed to the DRC with Ms. Bjarekull appointed as Assistant Chair to the DRC for the 2023 year. The motion carries unanimously.**

2023 HDOA Priorities, Greg Davis

- The Board reviewed priorities for 2023 and identified priorities that should be labeled A, B, or C, with C being the lowest priority. The Board agreed to remove priorities that have been completed like the Annual Meeting. There was discussion about including/removing priorities that are document driven like creating an annual budget.
 - Dune Repair/Restoration – Priority A
 - Oasis Development – Priority A
 - Unable to discuss at an open meeting. Legal review.
 - FY 2024 budget preparation – Priority A
 - Safety/Access Control contract – Priority A
 - Securitas contract to expire on June 30, 2023
 - Safety/Access Control other than Contract – Priority B
 - Communications/Website for the Board Review– Priority B
 - The goal would be to improve communication within the community.
 - Establish a Communications Plan – Priority A
 - Landscape Contract – Priority A
 - Corey Landscape contract will expire on December 31, 2023
 - Emergency Management Plan – Priority B
 - Kevin Porter drafted a plan that will need to be revisited. Mr. Houk will engage Mr. Porter.
 - Legal representation assessment – Priority A
 - How the HDOA utilizes their legal representation.
 - Code of Conduct/Governance – Priority A
 - The HDOA attorney will be schedule later this year a briefing with the Board on Code of Conduct/Governance.
 - Committee Structure – Priority C

Shoreline Management Committee, Greg Davis:

- **The HDOA/Flagler County Perpetual Easement Agreement**
 - All issues that pertained to the HDOA/Flagler County Perpetual Easement had been resolved without any material changes. The Perpetual Easement Agreement is scheduled to be voted on at the Flagler County Board of County Commissioners (BOCC) meeting on May 1, 2023.

- **Emergency Sand**
 - Flagler County selected the funding option from the State of Florida Department of Environmental Protection, but amendable, for six cubic yards per linear foot of emergency sand from Varn Park to R41 in the Hammock Dunes which is projected to begin the end of May 2023. The County had applied for FEMA funding for emergency sand from R41, north to Jungle Hut but is waiting for a decision.

- **Hammock Dunes Club Croquet Court**
 - The HDOA obtained a FDEP emergency permit regarding the Hammock Dunes Club's croquet court where the dune had begun to cave in. Mr. Houk had been obtaining vendor quotes for sand. The issue is still under coordination.

Approval of March 24, 2023, Minutes, March 27, 2023, Annual Meeting Minutes and Organizational Minutes.:

ON A MOTION BY MR. DOUG GUARINO, seconded by Mr. John Balzarini, the Board voted on whether to approve the March 24, 2023, Minutes, the March 27, 2023, Annual Meeting Minutes and the March 27, 2023, Organizational Minutes as written. The motion carries unanimously.

Adjournment

ON MOTION BY MR. DOUG GUARINO, seconded by Mr. Phillip Dolamore, with all in favor the Board of Administrators meeting was adjourned at 12:00 pm.