

Southern Dunes Master Community Association, Inc.

1603 Forest Hills Lane
Haines City, FL

BOARD OF DIRECTORS MEETING

WHERE: COMMUNITY CLUBHOUSE - 1603 FOREST HILLS LANE

WHEN: WEDNESDAY FEBRUARY 22, 2020

TIME: 1:00PM

AGENDA

1. **CALL TO ORDER** Meeting is called to order at **1:00PM** on **FEBRUARY 26, 2020** by **Diane Martinez, LCAM**; meeting held at the announced location: **HOA Conference room at 1603 Forest Hills Lane, Haines City FL 33844 office.**
2. **PROOF OF NOTICE** Let the record reflect meeting notice was posted in accordance with the requirements of FS 720.303, Section 2.c2 revision 2. **at least 48 hours prior** to the meeting; sign posted by the exit gate of the community.
3. **CERTIFY QUORUM** Quorum established with the attendance of; **5 - 6** members present.
(P) William "Bill" Grobasky, (VP) Sonny Quinn, (S) Ronald Fischer, (D) Wayne Campbell (T) Scott Rohrhoff
Not Present at Meeting: (D) Barbara Heddon
Additional attendees: Diane J. Martinez, LCAM – Management Company - Don Asher & Associates
4. **APPROVAL OF PRIOR MEETING MINUTES BOD MEETING MINUTES – October 24, 2019**
Motioned to approve meeting minutes as presented **Ronald Fischer** / Seconded by **Scott Rohrhoff**
All in favor: None Denied Motion Approved
5. **PRESIDENTS REPORT**
 - a) Mention of items discussed in the newsletter that was sent out recently.
 - b) Garbage cans – Haines City Code Enforcement is issuing warnings again for garbage cans left out after garbage day pickup. Pick up is scheduled for Friday this includes household garbage and recycling. Cans can be put out on the day prior to pick up (Thursday) after 6pm and must be brought back in by midnight Friday (pick up day). 1st and 2nd day offenders will be issued a warning third day offenders will be issued a \$50.00 fine on their water bill. Bill reiterates to please pull back the bins once garbage has been picked up; it makes the community look sloppy as well as bins left on the street are a traffic obstacle.
 - c) Speeding – Continues to be a problem. H.C Police Dept. placed a speed trailer on the Hemingway Ave and on Forest Hills Lane a few months ago. It helped for a bit however people continue to speed throughout the community especially on Southern Dunes Blvd. as a reminder it is not an association street it is owned by the golf course and they are not willing to cooperate to reduce speeding, placing stop signs or having patrols by the police.
 - d) Police patrols are very limited although we have a contract for patrolling and issuing of citations for speeding, parking and reckless driving. We have spoken to the Sargent and Lieutenant however no significant changes have occurred. We can say that their response time is good when they need to come in for any reason.
 - e) Parking is becoming an issue – the community was first built out as a vacation community now more and more residents are becoming permanent residents with larger and more vehicles. In some areas there is not enough parking to accommodate the increase and the community has no areas to convert to overflow parking. The condominium parking lot is not available to the master community residents and guests. Anyone parking there will be subject to towing at their expense. They will have to resolve issues with the condominium association directly.

6. ITEMS FOR DISCUSSION

OLD BUSINESS

1. UPDATES:

a) ALLIANCE COLLECTION AGENCY

It has been a year since the association has been using Alliance CAS for collections of delinquent accounts. We have been successful in collecting \$ 29,868.68 in year to date collections and hope to have continued success in collecting unpaid dues so that future projects can be done as well as to continue running a health HOA. There is no fee to the association fees are billed to the homeowners.

b) PAULETTE FENCE

The Paulette fence has been completely installed. It had taken longer than expected due to the subdivision not having the funds to complete the work.

7. NEW BUSINESS

1. ST. AUGUSTINE TILE ROOF

The association would like to mention that they are looking into options for the St. Augustine roofs. The association has tiles in storage for repairs however the roofs will need to be replaced in a few years; we are estimating in the next 5 years. We have been evaluating different options such as metal shingle with the tile appearance. It is more durable than the tile however it is very expensive. It is estimated that it will cost aprox. \$1.5M to replace all of the townhome roofs the association is evaluating the funds in the reserves as well as other options.

There will be future meeting to discuss the topic with the St. Augustine townhome owners.

Tabled for further discussions

2. TOWING

The association had a meeting regarding towing during a meeting held on March 30, 2004, although the association passes a rule and regulation regarding towing it was strictly enforced. Due to several issues regarding vehicles infracting the rules regarding parking within the community as well as obstructing traffic the association feels that it will need to start to enforce this rule. Security and the HOA have tried to notify residents and guests of rule / parking infractions however residents and guests continue to ignore the rules and warnings. A mailing was made to notify all owners that the association will begin to enforce the towing rules and guidelines were sent and it has also been placed on the community website. Security and/or HOA office will try to make contact with the vehicle owners before further actions will be taken.

Motioned to continue the enforcement of rules set on March 30, 2004 regarding towing of vehicles as presented Wayne Campbell / Seconded by Ronald Fischer * All in favor – None Denied: Motion Passes

3. CAMERAS FOR POOL AREAS

Due to vandalism in the pool areas, the HOA would like to install cameras in the pool cabana areas for 24/7 video surveillance. There will be 2 phases for this project.

The 1st phase will be to install internet and cameras at the St. Augustine and Paulette pool areas as well as internet will be installed at the guard house will be reestablished.

The 2nd phase will consist of connecting all cameras including the HOA clubhouse to the guardhouse so they can see all areas via remote WIFI enabled cameras with recording features onto a DVR. Signs will be placed to notify residents and guests that there is video surveillance.

Motioned to install 24/7 camera surveillance equipment at the St. Augustine pool, Paulette Pool and Guard house by Ronald Fischer / Seconded by Scott Rohroff *All in favor – None Denied/Tabled: Motion Passes

4. GENERATOR FOR PAULETTE LIFT STATION

In the past it was discussed to purchase a generator for the Paulette Lift Station (approved in prior meeting) which services the 54 homes in the subdivision in the event the power goes out such as during a storm. As a reminder the lift station is landlocked and Haines City Utilities is unwilling to take over the lift station due to lack of access. The lift station consists of 2 pumps that send the sewage from the holding tank to city system. The lift station received damages during the aftermath of the past storm and repairs were very costly. We hope to avoid a reoccurrence. The association will purchase a generator and a push cart with large wheels and propane tanks so that the generator can be connected to the control panel so that the lift station can receive power. This will be purchased when the Paulette subdivision has enough funds. In order for the generator to provide electricity a special plug and 20ft extension cord must be custom made. The generator will only need to run for approximately 2-3 hours daily. The cost is estimated to be @\$1,500 and will take @ 160 days to get. The estimated cost for the generator is @\$ 2,500 to \$3,000.00. We have no pricing for the cart yet.

**Motioned to purchase the generator, cart, customized plug and 20ft extension cord for the Paulette lift station
Ronald Fischer / Seconded by William Grobasky All in favor – none Denied: Motion Passes**

5. PRESERVATION OF GOVERNING DOCUMENTS

The documents are coming due in the next 2 years. We will be reviewing the documents and updating sections of the governing documents. Meeting will be held to discuss the changes in the future.

8. OPEN DISCUSSION – Up to 3 min per lot / speaker must have signed up to speak

- Homeowner asks if there is an ordinance from Haines City against parking on the grass and if they can tow vehicles that are parked on the grass.
 - We are not aware if there is a Haines City Ordinance however there are private roads within the community and we can make rules and regulation regarding parking on the grass. Although parking on the grass is prohibited the HOA will not go on private property to tow a vehicle on the grass however if a vehicle is parked on the common ground or on the community sidewalks it can be towed as this is association property.
- Paulette residents asks why the Paulette subdivision does not have the funds to purchase the generator and plug as and why the Master Association cannot pay for it.
 - The lift station only services the 54 homes in the Paulette subdivision it is a part of that subdivision and therefore the responsibility of the resident of that area.
 - The Paulette residents need to pay their dues including the special assessment. Dues are split up into different accounts/categories and there are not enough funds to purchase the required equipment at this time.

ADJOURNMENT With no further discussions before the Board the meeting is adjourned at 2:23pm

Motioned to adjourn meeting Ronald Fischer / Seconded by William Grobasky
All in favor – none Denied: Motion Passes