

Southern Dunes Master Community Association, Inc.
Board of Directors Meeting

WHERE: COMMUNITY CLUBHOUSE
1603 FOREST HILLS LANE
WHEN: JANUARY 18, 2017
TIME: 1 P.M.

MEETING MINUTES

1) CALL TO ORDER

Meeting called to order at 1:00pm Wednesday – January 18, 2017 by BOD President William (Bill) Grobasky of the Southern Dunes Master Association, Inc. Meeting held at the onsite clubhouse located at 1603 Forest Hills Lane – Haines City, FL 33881.

2) PROOF OF NOTICE

Let the record reflect meeting notice was posted on Monday January 16, 2017 by Evelyn Pickert (D) in accordance with the requirements of FS 720.303, Section 2.c2 revision 2. at least 48 hours prior to the meeting. Notices sent out Oct 24-25, 2016- Let the record reflect that the

3) CERTIFY QUORUM

Quorum established with the attendance of 5 of 7 members present.

(P) William “Bill” Grobasky, (VP) Sonny Quinn, Barbara Heddon (D) Evelyn Pickert (D) Wayne Campbell

Absent: Tony Johnson (T) Pat Meyers (S)

Also present:

*Don Asher & Associates – Diane Martinez, LCAM
Job One Security Representatives – Shannon Dixon*

4) APPROVAL OF PRIOR MEETING MINUTES

Motion to accept and approve the prior meeting minutes from November 9, 2016 – Board of Directors & Budget Meeting as written and presented.

***Motioned (D) Barbara Heddon / Seconded by (D) Evelyn Pickert**
All in favor: Motion passed*

5) PRESIDENT’S REPORT

- a) All pending work such as street signs and stops have been completed. Signs can be seen at night.
- b) Asphalt work has also been completed.
- c) The community has received great output regarding the holiday parade and decoration as well as overall. Halloween parade being considered; residents suggested it after viewing the Christmas parade.
- d) Many returning residents and visitors have had positive comments regarding the changes in landscaping and overall community conditions.
- e) Finally received the sign city agreement from the city after having requested it several times; Wayne mentions the delay may have been due to the change of City Manager.
- f) The community is generally going well.

6) SECURITY REPORT

- a) Changes to the look at the gate training 2 new officers; 1 is heavily experience with police force one is bilingual worked for Disney looks to be doing very well.
- b) Continued training for the guards concerned about crimes and illegal activities around the community such as the back fence. Due to the actions shootings crime around the community and trying to keep undesirables away at night; guards have tasers but suggests having an armed guard when he is onsite. Many guards have concealed permits if they carry the weapon is in their vehicles. Coming through the sidewalk concern coming from Barbara. Shannon indicates that the entrance through the pedestrian gate the guards know them if they are not recognized they will be questioned. There are also cameras. Bill added that he has also been in contact with code enforcement regarding the garbage and truck parking in Dollar General. Some trucks have received citation. Code enforcement has been contacted for pools as well.
- c) Still working with tenant stickers / expired leases some are being made to walk on property.
- d) Thinks the yellow lines on Hadley and Wedge way is working well. No problems.
- e) Problem with a resident that works for the golf course; they do not have tenant stickers. Employees and vendors that live on site must abide by HOA rules and must get updates resident (tenant) stickers as well as abide by no contractor / vendor work on Sundays. Will continue to enforce HOA rules. Have had talks with many of the onsite vendors and contractors. Golf Course needs to update their employee stickers and not provide stickers for their families. Bill interjects that there is concern regarding these people getting into a car accident; the Golf Course claims that they are insured. Evelyn asks regarding the residents who work 40hrs and cannot come in. Diane - LCAM explains that they can contact the office via phone or email they can provide the information and a sticker can be provided a form has been made and available to the residents (owners, tenants and golf carts) at the guard house with the contact information and what is need. There is no excuse for not having an updated sticker. It is also added on the website.

Shannon request confirmation about what to do with the residents on work on the golf course with only an employee sticker wants to know if they pull the sticker and have them come to the office to register the cars as a resident. She also has children with employee stickers. The board confirms that the sticker be removed.

- f) Uniform changes – shirts will be changed out for polos, neater appearance.
- g) Bill suggests. After 9pm if someone doesn't have a pass or sticker. The visitor may be asked to provide a driver's license and the guards can get their information. Asks what the board thinks about that. Barbara comments regarding golf course activities; this will not interfere. Bill adds that 13 years ago the agreement with the golf course that they would provide notice of activities however they have never provided this.

***Motioned by: (P) William (Bill) Grobasky / Seconded by (D) Barbara Heddon
All in favor: Motion passed***

7) OLD BUSINESS

a) YELLOW LINES ON HADLEY & WEDGE WAY

Signs have been put up and yellow lines have been painted in the mentioned areas. Mr. Campbell suggests painting yellow lines all around the islands.

Motion to paint yellow no parking lines on complete island not only on the ends; painted all around.

Motioned by: (D) Wayne Campbell / Seconded by (D) Barbara Heddon

All in favor: Motion passed

b) STREET & STOP SIGNS COMPLETE

Street signs and stop signs have all been put up and are visible at night. Everything have been installed by Haines City and meet the DTOP standards and guidelines. Requirement for Haines City police patrolling has been met.

c) HAINES CITY POLICE PATROLS

After several attempts including having attorney involvement to receive the signed agreement between Haines City and Southern Dunes regarding the police patrols within the community the signed city agreement was received mid December 2016. However there has been no significant patrolling of the community noticed other than routine call ins and emergencies. It has been noted that on several occasion the patrol vehicles have come in and parked across from the HOA office, condo parking lot directly across from the BOD presidents home and golf course parking area for an extended amount of time without patrolling. Bill suggests meeting with the Acting Chief of Police.

Motion to contact the Acting Chief of Police to discuss the patrolling of the community streets since we have the signed agreement and have met the street/stop sign requirements. Proposed meeting date Wednesday January 25, 2017. Manager will contact the Acting Chief of Police to confirm date, time and location.

Motioned by: (D) Barbara Heddon / Seconded by (D) Wayne Campbell

All in favor: Motion passed

8) NEW BUSINESS

a) VEHICLE STICKER PROCESS

Due to previous discussion during the security report the process was reviewed. Bill asks if everyone was clear on the process; all present understood the process and purpose.

b) CONDO RECREATION AREA

Condominium recreational park area has been taped off since before Halloween. Many residents and visitors have been asking when the facilities will be available. As per the agreement between the condo's and the Association the recreational facilities are to be made available to the Southern Dunes residents. Due to it being taped off for an extended amount of time residents and visitors cannot use the facilities. It is an immediate safety concern since it is only taped off and anyone can still access the area and cause injury to themselves or others and/or create further damage. This area has been in need for repair for some time (at least 2years ago when repairs were done to the railings – they knew that the stairs needed repairs) yet no permanent repairs have been done only patch work has been done which has led to continued deterioration putting residents, visitors and employees at risk.

The BOD president Bill Grobasky, Community Association Manager Diane Martinez and Security Supervisor Shannon Dixon have all had several discussions with the condo representatives regarding the repairs and have been told that they are aware of the situation and are requesting bids for repairs and lastly that they do not have the funds for the repairs. This comes as a surprise since they recently re-mulched several areas.

Motion to send the Southern Dunes condominium's a last courtesy letter to repair the facilities within five (5) working days of receipt of the letter. If no actions are taken towards needed repairs, then the Association will be taking legal actions. It will be further noted in letter that the condominiums will be liable for all legal actions fees.

***Motioned by: (D) Barbara Heddon / Seconded by (D) Wayne Campbell
All in favor: Motion passed***

c) PLAQUE - PAST BOARD MEMBER MENTION

Suggestion to purchase a commemorative plaque for all past Board of Directors. Plaque will be placed within the HOA clubhouse and will have the board member's names and years served on the board.

***Motion to purchase and place plaque in HOA Clubhouse
Motioned by: (D) Barbara Heddon / Seconded by (D) Wayne Campbell
All in favor: Motion passed***

d) PURCHASING OF CHRISTMAS DECORATIONS

Suggested purchase of additional Christmas decorations since the community liked the additions made this year. We can get a discount if purchased before January 31, 2017. Suggested led waving Mr. and Mrs. Santa Claus and Happy Holidays led with snowmen.

***Motion to purchase additional Christmas decorations as described.
Motioned by: (D) Bill Grobasky / Seconded by (D) Barbara Heddon and Evelyn Pickert
All in favor: Motion passed***

e) IMPROVEMENTS FOR 2017 – SUGGESTIONS

Purchase of led spot lights for front entrance with interchangeable lights for different seasons and Holidays. Options will be considered.

***Motion to purchase led spot lights.
Motioned by: (D) Bill Grobasky / Seconded by (D) Barbara Heddon
All in favor: Motion passed***

9) OPEN DISCUSSION

- a) *Water pressure* – Wayne Campbell asked for an update in regards to the water pressure situation. In December, there was work being done to the tanks and that some work had been delayed. Mr. Campbell has expressed concern to this situation since it can be a safety issue in case of a fire; there may not be enough water pressure. The Association will be in contact with Mr. Mike Strickland in regards to any updates.
- b) *Quiet Times* - Wayne Campbell asks to confirm the community quiet times since there have been noise and disturbances late at night. Bill confirmed the community adheres to the same quiet hours as dictated by Haines City which are between the hours of 9pm – 6am. Should there be any disturbances residents should contact the guard house to see if there is a guard on rove so they can go out to the property and do a knock and talk with the residents or to contact Haines City Police.
- c) Guest and Resident sign was put up at the guard house for the lanes.

- d) Evelyn asks regarding the times and dates for the gym and library. Bill reviewed the days and times also, mentions that the exercise equipment has been broken several times and is broken again. Cables have been adjusted and a bracket was replaced a service call is @ \$175.00. Evelyn suggested that the gym room be eliminated. There are several residents and guest that come to use the area. Wayne suggests adding another treadmill and eliminating the weight machine. Bill adds that many have asked regarding the use of the television we have told them that the reason is several remotes have had to be replaced and the cable was disconnected. Barbara suggest evaluating the repairs costs and determining on a later date if the gym room should be eliminated.
- e) Situation with a management company who wanted to have work done on a dryer; this is not considered an emergency. Barbara mentioned that she has an emergency regarding the water heater. Shannon mentions that he has explained that the guards need to ask more questions and fact find. The new emergency form has been very helpful. Security system and phone (Bright House is considered an emergency)
- f) Hadley situation has calmed down; no further disturbances.

10) ADJOURNMENT

*With no further discussions before the Board the meeting is adjourned at 1:58pm.
Moted to adjourn: (D) (D) Barbara Heddon / Secoded by: (D) Evelyn Pickert*

All in favor: Motion passed.

Submitted by Diane J. Martinez, LCAM for approval

Approved by Board on: 7/26/2017