

Southern Dunes Master Association, Inc.

Board of Directors Meeting

May 2, 2016

Call To Order:

William (Bill) Grobasky, President of the Southern Dunes Master Association, Inc., called the meeting to order at **1:02 pm**, on **Monday, May 2, 2016**. Meeting was held at the **on-site clubhouse** located at **1603 Forest Hills Lane-Haines City, Florida 33881**.

Certification of Quorum:

A quorum was established with the attendance of 6 of the 7 Board Members being:

- William (Bill) Grobasky, Sonny Quinn, Pat Myers, Barbara Hedden, Evelyn Pickert and Tony Johnson.
- Absent: Wayne Campbell
- Also present:
 - Don Asher & Associates – Christy Borden, *Supervisor* & Diane J. Martinez, *Property Manager*
 - Job One Security Representatives

Proof of Notice:

Let the record reflect that Evelyn Pickert posted the meeting notice.

Attendance: *see attendance sheet*

President's Report:

- Yard of the Month – *is a success and has been widely accepted by the community; the yard of the month would be chosen by the committee and a sign will be placed in the yard as well as posted on the website.*
- Solicitors & flyers – *Security to remove flyers and solicitors from property when seen.*
- Financials – *No significant changes; financials in good standing*
- Landscaping - *Tree trimming, stump grinding and tree removal on Hemingway & Southern Dunes Blvd.*
- Sidewalk repairs - *will commence after all tree trimming and removals have been completed.*

Security Report:

Job One

- The installation of cameras on the security patrol cars; have been a valuable asset. All recordings are accessible to the HOA when needed; cameras record while the guard is on patrol day and night. The patrol cars have signs indicating there is video surveillance
- Changing of guards – Previous guards have been reassigned to other properties; new guards have been assigned. With these changes they have added training for better gate control.
- Job One has been in contact with the landscapers and other contractors; there have been fewer issues and the situations appear to be getting better and under control.
- Job One has been in contact with the condominiums regarding patrolling the area. The condominiums will be providing an updated list of owners and tenants as well as expired vehicle stickers. Noise (loud music) was also addressed; they have issued letters to those in violations-situation appears to have improved.
- Golf carts are also being stopped for having no or expired stickers.

Approval of Minutes

Motion to accept and approve November 2, 2015, Board of Directors Meeting Minutes as written and presented. Evelyn Pickert motioned to accept, seconded by Barbara Heddon.

All were in favor; Motion Passed

New Business

1. **Workers Compensation Policy** – Workers Compensation policy was purchased in the event a contractor is under insured. This will provide added protection for the contractors and the homeowner association in the event there is an accident. Barbara Heddon motioned to approve; Evelyn Pickert seconded.

All were in favor; Motion Passed

2. **Don Asher & Associates/Contract clauses** – Contract clauses were discussed; Christy Borden from Don Asher & Associates explained what the clauses that the attorney suggest be removed from the contract were, and why they cannot be removed from the contract. These clauses were already in the previous contract. Barbara Heddon motioned to approve. Evelyn Pickert seconded.

All were in favor; Motion Passed

3. **Haines City & Southern Dunes Traffic Patrol Agreement** – Traffic study was done for the community; Southern Dunes Blvd was included however the Blvd belongs to the golf course. Golf course does not want to have police patrol due to repercussions for his clients. The city has not provided the attorney with Exhibit A of the traffic study for evaluation. Stop signs were a big help in reducing speeding on the Blvd. but the golf course removed them. Speeding is out of control on Southern Dunes Blvd. agreed upon by all present. Bill Grobasky motioned to move ahead with the routine police patrol seconded by Barbara Heddon and Tony Johnson.

All were in favor; Motion Passed

4. **Tower Hill Claim/Dumpster policy** – The association was deemed not liable for an insurance claim made by a homeowner who fell and suffered injuries due to a dumpster placement on the road which broke the street. It was found that the homeowner had received approval for work to be done on his driveway however he did not do the work as indicated on the application submitted to the DRC committee. William (Bill) Grobasky reiterated the importance of the association being proactive with future insurance claims. **Dumpster Policy** – Before any dumpster, trailer or container is brought into the community a DRC approval will be required. The rough draft was presented for review; changes were discussed. A copy of the dumpster policy will be given to security and will be posted on the website once it has been edited. Motion by William (Bill) Grobasky for the dumpster policy was suggested. Barbara Heddon & Evelyn Pickert seconded.

All were in favor; Motion Passed

5. **GRL Proposal – Magnolia Trees & Roebelenii Palms** – Quotes were requested from GRL Remodeling and Landscaping for smaller trees to replace the trees/palms that are being removed. These will be planted after the rainy season. Quotes presented to the board. Barbara Heddon motioned to approve; Evelyn Pickert seconded.

All were in favor. Motion Passed

6. **Villa de Augustine – Townhome Skylights (6)** – Situations leading to the reevaluation of the skylights on some of the townhomes have made it necessary to reevaluate the letter provided to the property owners in Villa de Augustine on July 16, 2014, regarding the maintenance of the units by the property owner versus the Associations responsibility. Skylights were not mentioned in the community governing documents,

insurance policies or reserve studies nor has there been a reserve account or are they included in assessments. A special assessment to be paid by the homeowners of townhomes with skylights was discussed as well as raising the assessments to create a reserve account for the skylights. Motion to resend a reminder letter to the homeowners with skylights with copy of the 2014 letter regarding the association not being responsible for them. Homeowners will be responsible for the repair and maintenance of the skylights. Sonny Quinn motioned to approve; Pat Myers seconded.

All were in favor; Motion Passed

- 7. Confirmation of Annual Meeting Date** - Date and time for the annual meeting was discussed; June 8, 2016 @ 6:00pm at the on-site clubhouse located at 1603 Forest Hills Lane-Haines City, Florida 33881. Motion to confirm the date and time by William Grobasky; seconded by Barbara Heddon & Evelyn Pickert.

All were in favor; Motion Passed

Discussion

None presented

Adjournment

With no further discussion before the Board the meeting was adjourned at 2:04pm. Motion made by Sonny Quinn seconded by Barbara Heddon.

All were in favor; Motion Passed

Submitted by Diane J. Martinez, LCAM

Approved by Board on: June 2016