

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

WHERE: COMMUNITY CLUBHOUSE
1603 FOREST HILLS LANE
WHEN: November 9, 2016
TIME: 1 P.M.

AGENDA

A. CALL TO ORDER –

*Meeting called to order at 1:00pm Wednesday – November 9, 2016 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.***

B. PROOF OF NOTICE –

*Let the record reflect meeting notice was posted on **Monday November 7, 2016 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*

2017 Budget Proposal Notice was mailed to each unit owner at the address last furnished to the Association in accordance with the requirements of FS 720.303, Section 2.c2 revision 2. at least 14 days prior to the meeting.

C. CERTIFY QUORUM –

Quorum established with the attendance of 6 of 7 members present.

(P)William Grobasky, (VP)Sonny Quinn (T) (S) Pat Meyers (D) Barbara Heddon (D) Evelyn Pickert (D) Wayne Campbell

Absent: Tony Johnson

Also present:

Don Asher & Associates – Diane Martinez, LCAM

Job One Security Representatives – Shannon Dixon, Rocco Rao

D. APPROVAL OF PRIOR MEETING MINUTES FROM – September 7, 2016

Motion to accept and approve the prior meeting minutes from September 7, 2016 – Board of Directors Meeting as written and presented.

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

E. PRESIDENT'S REPORT

- a) Bill confirmed that the emergency maintenance form has been working as was intended for; a brief overview was made regarding what the guidelines were to confirm what was an emergency.
- b) Street signs are currently being installed; the installation is @ 99% completed looks like they will be on schedule to meet their protected completion dates for the beginning of December. Street name signs will be placed on top of the stops signs so that we can eliminate one extra pole. Other signs such as Dog on Leash / Curbing your pets will be place on other poles by Andrew.
- c) The city will be coming back to paint the remaining white lines by the stop signs.

- d) Letters will be mailed out the homeowner's in December regarding the police patrolling the private streets of the community. They should begin patrols late December to January there is no set date as of yet. We expect that these added patrols will make the community safer and we hope their presence will deter speeders. Bill issued the city a copy of the road insurance that covers the private roads within the community. These added patrols will be of no extra charge to the community since this is a service provided by the Haines City Police Department. Southern Dunes Blvd will not be patrolled since this street belongs to the golf course and they do not wish to participate in police patrol on their street they claim they have insurance to cover any and all liabilities occurring on Southern Dunes Blvd. However, the Haines City Police Dept. will issue speeding tickets as well as failing to stop at street signs on the private roads.
- e) The community is having a lot of problems with long term renters; some problem renters have moved by ongoing issues remain. Homeowners need to be aware of their tenant's/guest actions since they are liable for their actions. In neighbor to neighbor disputes the HOA cannot get involved. If needed all parties involved need to resolve between themselves or contact the police if they need to. We have had issues such as attempted suicides, drug and intoxicated instances. Attorney suggested that procedures be put into place such as stopping suspected drugged/intoxicated individuals, asking them to pull over and stop the car so the guard can assess the situation; if they show signs of drug use or intoxication the Haines City Police Department will be contacted so they can handle the situation. Job One is in accordance with this procedure.

F. SECURITY REPORT

Shannon Dixon from Job One mentions that continued issues with vehicle stickers. Guards are checking for expired stickers and are letting people with expired stickers know they need to come to the office during office hours to get a current sticker for their vehicles. Many are uncooperative and are not going up to the office. He also mentions that they are trying to get away with claiming that the vehicle is borrowed or a rental. A lot of information does not match and or drivers claiming to live on property are not on the lease; also there are past community residents at are no longer residents of this community but are now living within the condos; issues are with long term renters, short terms renters and owners. Guards are closing one lane to properly ID guests, residents alike. Vehicles must be registered with the office; unregistered vehicles are a safety and security hazard since the community insurance may not cover for liabilities. Job One and LCAM for the community are working together to cross reference and provide each other with updated information.

G. NEW BUSINESS

a) Security Contract – Job One

Job One contract was renegotiated; rates will go back to the 2010 rates. This change will provide a \$9,500 savings per year. Guards will be given different rates according to the length of time they are onsite. The lowest rate starting the first 120 days; adjusted pay rates will be used and pay increases will come every few months as they adjust to the community. The rove vehicle cost is also being absorbed by Job One as well as fuel costs and maintenance. Barbara Heddon took the time out to mention that the overall quality of the guards, friendliness and courtesy is better than before and she appreciates their service.

*Motioned to accept and sign new contract
Motioned by: (D) Barbara Heddon / Seconded by (D) Evelyn Pickert
All in favor: Motion passed*

b) Yellow Line marking for no parking on Wedge Way and Hadley

Wedge Way - Bill asks the Board if they are in accordance to put yellow no parking lines down on the street so that no parking will be allowed in those areas since this street is both short and narrow and excessive parking as well as how they park limits access to first responders and is a safety hazard.

Hadley Way - Bill explained the ongoing neighbor to neighbor dispute going on Hadley Way both are tenants. This dispute stems from the kids in school and now is becoming an issue within the community. Residents are now parking so as to make it difficult to access the driveway as well as mailboxes. Bill asks the Board if they are in accordance to put yellow no parking lines down on the street so that no parking will be allowed in those areas since this street is both short and narrow and excessive parking as well as how they park limits access to first responders and is a safety hazard. Suggestion to only paint one side is made by Sonny since one of the properties can accommodate up to 4 cars. Mr. Campbell suggest painting lines on both sides since painting only one side may offend one of the parties involved and can lead to other issues.

*Motion to mark with yellow no parking lines on both Wedge Way and Hadley Way
from the driveway to the curb on both sides of the street*

*Motioned by: (D) Wayne Campbell / Seconded by Barbara Heddon & Floyd "Sonny" Quinn
All in favor: Motion passed*

c) 2017 Budget

Bill mentions that there no increases to the assessments are necessary, budget remains the same amount as last year as well as all dues. Certain amounts to account budgets changed due to savings made in other areas. Modifications to accounts saved the community money such as the telephone savings of \$250.00; security contract savings of \$9,500.00; change of cleaning company savings of \$200.00 monthly. Savings for those accounts were disbursed to increase budgets for gate maintenance, guard house rental, cameras maintenance and repairs. The budget is a best estimate of how the funds will cover expenses in the coming year. Bill asks if any one has any questions; none were presented.

Motion to accept and approve proposed budget

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

H. OPEN DISCUSSION – Speaker must have signed up to speak and are given up to 3 min per lot

- a. Christmas Golf Cart parade date was discussed a date has been set for 12/17/2016 at 6pm starting from the community clubhouse. Homeowners are welcomed to participate. Bill suggested a pot luck event afterwards; Barbara Heddon suggest finger foods and refreshments.
- b) Guest and Residents signs will be put up by the guardhouse by Andrew so as to let the guests know which lane to go to upon entering the community.
- c) Evelyn suggested changing the stickers; in her opinion the current ones are small and very difficult to see; manager to look into other options.
- d) Welcoming of new homeowners present; explained the Board of Directors meet as needed. Barbara Heddon mentioned the DRC committee meets the 1st Monday of every month alternate Monday should if fall on a holiday. As well as the purpose of the committee. Bill mentioned the purpose of the Board of Directors as voluntary non paid positions, only paid position is the manager and security team, purpose of the HOA, reserve amounts and what dues covered. Also asphaltting of other areas such as Forest Hills Lane next year.
- e) Mention of Marlene Judge's continued excellent work with the library.

I. ADJOURNMENT

With no further discussions before the Board the meeting is adjourned at 1:49pm.

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

*Submitted by Diane J. Martinez, LCAM
Approved by Board on: 01/18/2017*