

Southern Dunes Master Community Association, Inc.

1603 Forest Hills Lane
Haines City, FL

BOARD OF DIRECTORS MEETING

WHERE: COMMUNITY CLUBHOUSE Conference room - 1603 FOREST HILLS LANE
WHEN: Monday September 17, 2018
TIME: 1 P.M.

AGENDA

1. **CALL TO ORDER** - Meeting is called to order at **1:00pm** on 9/17/2018 by **William Grobasky**; 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; **6 of 6 members present.**
(P) William "Bill" Grobasky, (VP) Sonny Quinn, (S) Ronald Fischer, (D) Barbara Heddon
Not Present at Meeting (D) Wayne Campbell (T) Scott Rohrhoff
Additional attendees: Diane J. Martinez, LCAM – Management Company - Don Asher & Associates
Additional attendees: Rocco Rao – Accounts Manager - Job One Security
4. **APPROVAL OF PRIOR MEETING MINUTES** - **May 30, 2018 Meeting Minutes draft presented**
Motioned to approve meeting minutes as presented Barbara Heddon / Seconded by Ronald Fischer
All in favor: Motion passes
5. **PRESIDENTS REPORT**
 - 1) The water pressure issues should be resolved by November 2018, although the continued works should have shown some type of improvement the pressure has gotten worse. Hopefully once the work has completed we should see an improvement.
 - 2) New trash cans have been installed next to the benches. No comments or concerns have been expressed from the residents.
 - 3) BB Landscaping has been given a 90 day notice due to billing issues, lack of completion of tasks and other issues. Other landscaping companies have been contacted.
 - 4) Speed bumps will be repainted. Yellow lines have been touched up.
 - 5) Property on Mariner Cay has paid @\$5K in back dues bringing their account current. Several payments have been made however @\$62K in back dues are owed to the Association.
 - 6) Budget Meeting season is coming soon; a date should be considered. We would like to make the meeting earlier so that the coupon booklets can go out sooner giving the out of state and country owner enough time to receive them.

6. ITEMS FOR DISCUSSION

OLD BUSINESS

1) Paulette Lift Station Update

The Paulette lift station repairs have been completed. The association, association attorney and the City of Haines City officials are discussing the possibility of transferring the lift station to the city. In the past the association had 2 lift stations that were successfully transferred to the city since they have unobstructed access to service the stations. The Paulette lift station was not able to be transferred because it has no direct access trails. Initially the City approved the plans in the developer phase although there was no service tract to get to it. The Association contracted a company (Consta Flow) that walks on thorough two adjoin properties to get to the station area and manually services it however other the alternatives are being investigated. There is an easement in the Blue Herron community used by the city and energy companies, the possibility of using this easement and installing a double wide fence to enter the lift station is a possibility. This will be looked into further. * A meeting date to discuss the Special Assessment for the Paulette residents due to lift station repairs will be discussed later on during this meeting.

2) 2701 Kokomo – Lot transfer

The small lot next to property 2701 Kokomo Loop has been transferred to the RONALD & CHRISTINE KAHLE. The residents have expressed interest in maintaining the lot and making improvements. In the past they wanted to purchase the lot however upon voting of the membership this was denied. The current contract has been filed with the attorney and with the city. The lot will be maintained while they are the owner of property 2701 Kokomo Loop; should the property be sold the contract will be void and the property will go back to being the responsibility of the association. This agreement was discussed, voted on and passed during a past BOD meeting. In transferring the maintenance of the lot the association should be seeing a savings of @ \$2,500.00 yearly.

3) Palm Tree installations

Although the association has removed some trees and has trimmed several branches throughout the community, 8 small roebelini palms have been planted throughout the community common areas.

4) 2209 Mallory Pet Enclosure

Board discusses the enclosure on Mallory Circle. The golf course indicates that this is a fence however as the board discusses the structure is not a fence but a pet enclosure that does not back into the rear of the property only a few feet from the lanai. No further actions by the DRC committee or the BOD will be taken regarding this structure.

NEW BUSINESS

1) Sidewalk repairs throughout community – Bid Approval

Bids presented for work to sidewalks – Tucker Paving, Vice Painting

Tucker Paving Total Bid Price \$17, 8333.20

Work to be done for @ 42 concrete slabs costs include labor, materials and equipment
Demo and replace 42 sections of 5'x4' sidewalk slabs, grind tree roots as needed

Vice Painting & Construction Total Bid Price \$18,775.00

Work to be done for @ 42 concrete slabs costs include labor, materials and equipment
Demo and replace 42 sections of 5'x4' sidewalk slabs, grind tree roots as needed

Board discusses the bids and come to agreement to use Tucker Paving; they are the same company that asphalts the community roads and has experience working with the community. Also they are dedicated to road work including sidewalks. Bill recommends using Tucker Paving.

*Motioned to approve bid for Tucker Paving to do the concrete work for the community
Motion by Barbara Heddon / Seconded by Ronald Fischer
All in favor: Motion passes*

2) October Garage Sale Date

Garage Sale date is set for Saturday October 27, 2018. This will be posted to the website and signup sheet will be posted at the guard house on October 1st. Residents can also sign up via emailing southerndunes@donasher.com

*Motioned to approve Garage Sale date Barbara Heddon / Seconded by Ronald Fischer
All in favor: Motion passes*

3) Changes to BOD members

Announcement of resignation of director Evelyn Pickert from the SDMCA Board of Directors; the current board can remain as is therefore a new member need not be appointed. Board may elect to leave the current board as is for now.

*Motioned to leave the current board as is Barbara Heddon / Seconded by Ronald Fischer
All in favor: Motion passes*

4) DRC – Additional of Rule (Vote)

Copy of City Permits must be provided to the Association before work commencement

Vote to add the line item on DRC application to include: Residents must provide a copy of the required city permits to the Design Review Committee / HOA office before any work is started. This is to ensure the approved request is permitted by the city and the contractors will abide by city regulations and guidelines.

*City of Haines City Building Permits information form and a copy of the Building Permit application will be posted to the Design Review Committee section on the webpage and in the Documents Library Section.

*Motion to include line item to the DRC applications requiring a copy of the city permit to be filed with the DRC committee and HOA office by William Grobasky / Seconded by Barbara Heddon
All in favor: Motion passes*

5) Paulette Special Assessment Meeting Discussion and Meeting Date

The Paulette lift station has required repairs due to rats, items being flushed down the toilets (diapers and etc.) as well as other issues discussed in past BOD meetings. The Association has maintained the lift station accordingly by contracting Consta Flow to provide the scheduled maintenance. There have been no outstanding issues with the lift station in 14 years. There are 54 units in the Paulette section. The repairs costs are @\$15,475.00, the Paulette / Hemingway budget did not have the funds to pay the expense. The Association has paid the expenses but will need to be paid back to the Association. A Special Assessment details and amounts will be discussed during a separate meeting.

*Special Assessment Meeting for the Paulette / Hemingway residents scheduled for October 24, 2018 at 6:00 pm. Motion to approve the meeting date by Barbara Heddon / Seconded by Ronald Fischer
All in Favor: Motion passes*

Wanting to take advantage of the mailing that will need to go out for the Special Assessment the BOD wishes to schedule the Annual Budget Meeting on October 24, 2018 at 5:00pm before the Paulette Special Assessment meeting.

*Annual Budget Meeting scheduled for October 24, 2018 at 5:00pm
Motion to schedule the meeting by William Grobasky seconded by Ronald Fischer
All in Favor: Motion passes*

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

- New owner of 1732 Clubhouse Cove presented himself to the board; wanted to familiarize himself with the board and meetings. Board welcomes homeowner and gives brief recap of community on goings and explain how the HOA works as well as rules and regulations and processes.

8. **ADJOURNMENT** - *With no further discussions before the Board the meeting is adjourned at 1:58 pm
Moted to adjourn: Barbara Heddon / Seconded by Floyd Quinn - All in favor: Motion passed*

*Submitted for review and approval
10/24/2018 @5:00pm*