

**Hammock Dunes Owners Association, Inc.
Board of Administrators Meeting
April 19, 2021**

Call to Order:

The duly noticed monthly Board Meeting was called to order at 10:00 a.m.

Board Members Present: Ralph Dumke, Margaret Colon, Mike Gill, Lori Comeau, Beth Thomas, Linda Steggerda, Hunt Hawkins, Mike Heller, Warren Crooks, Marge Rooyackers

Board Members Absent:

HD Club Administrator Present:

Legal Counsel Present: Robyn Severs

Community Management Present: Travis Houk, Craig Nisbett, Rosie Maisonet Southern States Management Group

A quorum was established. Members' Sign-In Sheet located in Association meeting file.

Approval of Minutes: March 15, 2021 Board Meeting

ON MOTION BY Lori Comeau seconded by Hunt Hawkins with all in favor, the Board voted on whether to approve the March 15, 2021 Board Meeting Minutes as written. Motion carries.

Approval of Minutes: March 22, 2021 Annual & Organizational Meeting

ON MOTION BY Lori Comeau seconded by Margaret Colon with all in favor, the Board voted on whether to approve the March 22, 2021 Annual & Organizational Meeting minutes with the following amendments:

- David Betsill should be added as Assistant Treasurer which was approved by the Board.
- Michael Heller abstained to the election of Mike Gill as Vice President
- Michael Heller voted against the motion made by Linda Steggerda and seconded by Mike Gill on the election of the Chair of Beth Thomas as the Security Committee.
- Michael Heller voted against the motion made by Hunt Hawkins and seconded by Mike Gill regarding the election of the election of Linda Steggerda of the Chair of the Maintenance Committee.

Approval of Minutes: March 29, 2021 Special Board of Directors Meeting Minutes

ON MOTION BY Lori Comeau seconded by Margaret Colon the Board voted on whether to approve the March 22, 2021 Annual Organization meeting minutes. Discussion as follows:

Written amendments were received and read aloud to the audience by Travis Houk.

By consensus, the Board agreed to table the motion. Mr. Houk was asked to investigate if the tape recording of the meeting is still available; however he stated the recordings are deleted after transcription.

Hammock Dunes Club Administrator:

Nothing to report.

Committee Reports:

Maintenance Committee by Linda Steggerda

- **Updates per the monthly report**

The Maintenance Committee reported the completion of walkover repairs and installation of new signage on several of the walkovers.

- **Lake San Gabriel Discussion & Sea Wall, VOTE**

The report from the Engineer recommended that either a vinyl seawall, or a coquina revetment wall be installed. There ensued a lot of discussion of the recommendation, and of the ownership of the lake bank. The HDOA attorney will review the ownership issue as well as governing documents. A survey will be solicited.

ON MOTION BY Linda Steggerda seconded by Lori Comeau the Board voted on whether to authorize a survey on the land if deemed needed by the HDOA attorney, and approving the installation of a vinyl seawall not to exceed \$114,000 pursuant to the attorney confirming the property lines. The Board voted in favor with Michael Heller opposed. Motion carried by majority.

- **Camino del Rey Ligustrum Planting, VOTE**

Mr. Houk updated the Board about a privacy issue on Camino del Rey since a large Brazilian Pepper tree was removed.

ON MOTION BY Mike Gill and seconded by Margaret Colon the Board voted on whether to authorize the planting of new Ligustrum trees on Camino Del Rey near LaCosta where a Pepper tree had been removed. The cost is not to exceed \$3,000. Motion carried unanimously.

- **Financial Committee by Margaret Colon**

- **Treasurer's report**

The audited financial statements for the HDOA, Granada Estates and Ocean Estates are now posted on the Southern States Management Website Owners Portal. SSMG has retained a CPA (Michele Robbins) to prepare the monthly financial package for the HDOA, Granada Estates and Ocean Estates HOAs. The package includes additional reconciliations and is an improvement in terms of both quantity and quality of information. The Committee has ordered the appraisal on the 2 Camino property.

The 2021 financials CPA Michelle Robyn's has been retained by Southern States to prepare to the final monthly package provided on a monthly basis and now includes reconciliations.

- **Replacement of Property Insurance Due to Insolvency From Carrier**

The Board discussed moving the property insurance for the HDOA since the current carrier became insolvent.

ON MOTION BY Margaret Colon and seconded by Lori Comeau the Board voted on whether to replace the Property Insurance due to insolvency from the current insurance carrier. A new policy has been written by QBE Specialty/Lloyds of London with the term from 04/04/2021 to 04/04/2022 with a premium cost of \$6476.20 (up from \$5,876.00 with the prior carrier). The premium on this policy is paid for by SSMG. Motion carried unanimously.

- **Community Planning Committee by Margaret Colon**

Ms. Colon reported on the Community Planning Committee.

- **Addition of 2 new branding & Marking Members, VOTE**

ON MOTION BY Margaret Colon and seconded by Linda Steggerda the Board voted on whether to add two new members to join the Community Planning Committee; Lisa Fisher and Nancy Geisler. Motion carries unanimously.

- **First Quarter Scoreboard Rating, VOTE**

ON MOTION BY Margaret Colon and seconded by Lori Comeau the Board voted on whether to accept the 2021 score card assessment with no issues as of to date. Motion carries unanimously.

- **Communications & Community Relations by Tom Culligan**

Mr. Culligan reported on the following: Communication Plan for the 2nd quarter of 2021 which calls for communicating with all residents on all range about every three/four days as the Committee is looking for input from all residents. The Monday reviews on Covid-19 updates continue to be provided to the members via email and text.

- **Social Committee by Warren Crooks**

Mr. Crooks reported the Committee met on April 7, 2021 and welcomed a new member Susan Porter and discussed the Audubon Trail event scheduled on Saturday, April 24, 2021 at 9:00am at the Comfort Station. Mr. Crooks also reported a beach party has been scheduled for Wednesday, May 26, 2021 at 5:30pm at the Comfort Station Walkover. A musician will be at the event (Kevin Quinn) who has been well received as well as a food truck will be provided at the event. They will provide an online system to preorder their meals in advance.

Also discussed with Crystal Hill from the HD Club was a new non-owner event in June 2021. More information will be provided at a later date.

- **Security & Emergency Response Committee by Beth Thomas**

Ms. Thomas discussed the following: Security Committee met last week and discussed the options to expedite the time to enter the manned community gates. In order to expedite the time in line to enter the Committee has requested to provide weekly visitor passes for residents only with proper valid DL's. This does not extend to contractors.

- **Weekly Visitor Passes, VOTE**

ON MOTION BY Beth Thomas and seconded by Margaret Colon the Board voted on whether to provide printed weekly visitor passes to members and their guests only. Motion carries unanimously.

- **Increase of Gate Staff**

Ms. Thomas reported the Committee is going to experiment the use of the rover from 7:00am to 10:00am at the main gate one day and then move the rover to Island Estates the next day from 7:00am to 10:00am to help scan drivers in to expedite the line before presenting a proposal to the Board for cost to increase security staff.

- **Pedestrian Crosswalk, Viscaya and Camino del Mar Circle, VOTE**

The Board discussed adding pedestrian crosswalks at the Camino del Mar fountain.

ON MOTION BY Beth Thomas and seconded by Warren Crooks the Board voted on whether to add crosswalks at the Camino del Mar Circle. Ms. Colon asked for an estimate of cost for the addition of the crosswalk. Estimated cost should be less than \$1500.00. Ms. Colon

added the motion should include not to exceed \$1500.00 as this can be a safety issue. Motion carries unanimously.

○ **Transponder Policy, VOTE**

The Board discussed the transponder policy and if it should be amended since more owners have more vehicles.

ON MOTION BY Beth Thomas and seconded by Margaret Colon the Board voted on whether to increase the number of vehicle transponders from a maximum of three transponders per address up to four transponders; per number of vehicles. Motion carries unanimously.

New owners must provide a copy of their vehicle registration for each transponder received. Any additional transponders must be approved by the Board and or Committee. Existing owners are grandfathered in to the number of transponders they have already received. If a new owner has only two vehicles, then only two transponders will be provided. The cost per transponder is \$50.00 and no nonresidents will receive transponders; this includes contractors or workers.

○ **Dwelling Live, Discussion by Beth Thomas**

Dwelling Live information will be provided to members for use to help expedite entry at the gate. The Committee will discuss further with Mr. Culligan to advertise the information to the members.

○ **Chop arms South Gate**

More information will be provided regarding the chop arms installation at the South Gate. A proposal will be provided to the Board for discussion at the June 2021 Board Meeting.

● **Design Review Committee by Lori Comeau**

Ms. Comeau reported the Design Review Committee met on Monday April 12, 2021 to review owner submittals; 27 submissions were received. Most were minor applications/requests. 16 of the applications resulted in completed actions and one request was removed from the agenda and referred to the Maintenance Committee; installation of solar lights on Calle del Sur.

○ **5 San Gabriel Lane, Rear Setback Variance, VOTE**

ON MOTION BY Lori Comeau and seconded by Mike Gill the Board voted on whether to approve the 20 ft. variance of the rear yard setback subject to plans being submitted. Motion carries unanimously.

○ **Lot Binding Grande Mer, VOTE**

Ms. Comeau reported the Committee reviewed a proposal to bind #12 & #10 Riviera Place in Grande Mer. The Board had discussion about the request to bind the lots together and build one home.

ON MOTION BY Lori Comeau and seconded by Mike Gill the Board voted on whether to approve combining the lots subject to a document being drafted by legal counsel of the association spelling out clearly the obligations to the current owner that has made the request. Motion carries unanimously.

○ **Rue Grande Mer Setback Variance, VOTE**

Ms. Comeau reported about a setback request for the conceptual home at #12 & #10 Riviera Place.

ON MOTION BY Lori Comeau and seconded by Margaret Colon the Board voted on whether to approve the setback variance up to 7 ½ feet with a sunset clause to be added by HDOA

Counsel that if owners do not combine lots that the setback variance will not be approved. Other owners' views must not be affected. Motion carries unanimously.

- **Sharon Wanat Appointment, VOTE**

ON MOTION BY Lori Comeau and seconded by Linda Steggerda the Board voted on whether to appoint HD owner Sharon Wanat to the Design Review Committee due to increase of construction activity. Motion carries unanimously.

- **FPL Committee by Ralph Dumke**

Mr. Dumke reported on the following: Mr. Dumke met with the FPL representative regarding underground system at Grande Mer. A quote was received; however, the boring will have to be included at the A1A, Jungle Hut Park and Hammock Dunes Parkway. No discounts will be provided by FPL. This may have to be a special assessment to Grande Mer and discussion will be held with them before any decision is made. Mike Gill provided some history about previous discussions with FPL. FPL will not contribute to doing underground work or boring.

- **HD Shoreline Management Committee by Ralph Dumke as John Gass was unavailable**

Mr. Dumke reported the Emergency Planning Committee and Long-Range Planning Committee joint Committee meeting will be broken into two groups and will meet tomorrow April 20, 2021. The Emergency Planning Committee is working on RFP for sand and contractors in an event of an emergency. The long-Range Planning Committee is collecting information and working on a plan for the shoreline planting.

Association Updates/Discussion

- **HDOA Proposed Rental Amendment to Covenants, VOTE**

The Board reviewed the document prepared by legal counsel, Robyn Severs.

ON MOTION BY Mike Gill and seconded by Margaret Colon the Board voted on whether to include the condos to the rental amendments included by HDOA legal counsel on page 52 of 56. The changes are bolded and underlined. Motion carries unanimously.

Manager's Report by Travis Houk

- Mr. Houk reported on the following: Real Estate information will be provided to the Board for sales to date and what is currently pending and for sale. Other item discussed is April is officially Earth Month and the construction/remodel on the Audubon Trail Sign will hopefully be complete in time of the Social Event. No questions or comments were presented to Mr. Houk.

New Business

- **Unexpired Term Succession**

- Unexpired terms successions were discussed by Mr. Heller as he asked the Board to explore the benefits to possibly offer more ways of approaching a replacement of an HDOA Board Administrator before the expiration of their term. He offered an idea to the Board to assemble a Committee of neighbored presidents to address the issue and present a recommendation to the Board. The Board discussed electronic voting for a neighborhood/community as a way to accomplish this goal; however paper ballots would continue to be used if necessary. The Board discussed this request and agreed electronic voting is a viable solution to identify administrators including nominating administrators. This issue will be investigated more with counsel.

- **Governance Issue, 03-29-2021 Meeting**

- Mr. Heller presented the Board with information about governance and HOA structure. Further, he asked questions specifically about legal counsel and who is providing direction. He stated, no action should be taken by legal counsel without discussion and vote of the Board unless emergency conditions exist. Further he asked questions about agenda items and timeframe. Mr. Heller continued to provide comment about the March 29, 2021 Board Meeting and agenda items that were discussed by the Board. Ms. Severs provided history on legal authorized contacts and confirmed the HDOA President and the licensed Community Manager have been and our currently the legal liaison. Mr. Gill stated the Board authorized contact with Flagler County and getting information from Flagler County was the task from the Board. The Board had discussion about governance.
- **Mr. Heller made a motion that no action should be taken by legal counsel with a prior discussion and direction from the Board unless emergency conditions exist. There was not a second and the motion fails.**
- **ON MOTION BY Mike Heller, seconded by Marge Rooyakkers, the Board voted that an agenda item can't come to the Board without preparatory materials being provided in advance. Mr. Heller & Ms. Rooyakkers in favor. All other Board members opposed. Motion fails by majority.**

- **Audience Comments**

The floor was open to the audience for comments. There were no comments received.

- **Adjournment**

ON MOTION BY Linda Steggerda and seconded by Lori Comeau the April 19, 2021 Board of Administrators meeting was adjourned at 12:22pm.

The next meeting will be held on Monday, May 17, 2021