

MATANZAS SHORES OWNERS' ASSOCIATION, INC.

Minutes to the Special Meeting of the Board of Directors November 14, 2018

- **Call to Order:** Karen called the meeting to order at 1:00 PM
- **Proof of Notice:** Agenda was properly posted
- **Establish a Quorum:** Directors present were Karen Hegarty, Ron Wilson, Dan Lachenman, George Guiliano and Lynn Frazey. A quorum of the Board was established. Also present, Yvette Gurick with Leland Management.

Agenda

Document completion of work on Perk Ponds 1 & 2: Karen stated the purpose of the special meeting was to review the DEP documents with the board prior to signing to be sure everyone was in agreement. She mentioned that she had walked the construction areas with Cline Construction who performed the work, Mike Kelter with Legacy Engineering and Frank Wiener from Lakeside, as well as others. A berm was formed around Perk Pond 2 to help prevent overflow onto any Lakeside property. Karen stated the berm was lower than expected and requested Cline Construction to make the berm higher for better protection even though it was not required for construction of PP 1 & 2. Cline agreed to perform that work when the construction of Las Casitas begins. She mentioned that original PP 1 & 2 overflows were considerable higher than the new overflow devices. When the ponds fill with rain water these devices allow the rain water to drain off into the preserve. Karen requested that Cline raise those devices back to the 500 ft flood plain level. Cline agreed to do this by retrofitting elbow pipes to obtain the original height prior to construction. This work will be done when Las Casitas development begins. George solicited affirmation that the ponds to date meet all requirements of the original plans and "As Built" and Karen confirmed. Grass seed and sod will be planted in the necessary areas. Karen reviewed the two documents requiring signature with the board. (1) The Notification of Completion of Construction (DEP form #12) that needed to be signed immediately, and the Notification of Availability of Record Drawings and Final Operation and Maintenance Manuals (DEP form #13) requiring signature within 6 months. George motioned for Karen to sign DEP form #12. Lynn seconded the motion. With all in favor, the motion passed.

Breaker's Electric Estimate #4073: Ron motioned to accept the estimate to convert Rec Center outdoor lighting to LED in the amount of \$1,910.27. Dan seconded the motion. All were in favor and the motion passed. Included in the estimate was the use of a lift which will be used to adjust the lights on the tennis courts.

Meeting adjourned at 1:47 PM.

Brit Masters
MSOA Management