

**Matanzas Shores Owners Association  
President's Report – November 8, 2019**

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With only a few weeks since the last board meeting, this report will be a consolidation of the major activities in process or completed; not separate reports for Landscaping, Maintenance and the WWTP as usual.

Development of the infrastructure for Las Casitas should be completed (including sidewalk repairs) later this month. Los Lagos is planned to be completed by the end of the year.

**Administration and Finances**

The Board is planning to hire a part time person (30 hours) responsible for janitorial and maintenance support activities, starting in 2020. As our amenities age and we work on continuing to upgrade them, we need to increase our janitorial coverage. We will vote to approve that position today.

We are currently evaluating and documenting our collection processes to ensure they are synchronized to our bookkeeping, responsible and equitable.

The board is modifying and creating new policies to ensure safety, comfort and equitable use of our amenities for all owners. This includes some minor changes to the Beach Club reservation process that will be voted on today; a policy regarding realtor open houses that will be reviewed and voted on today; discussion of a policy regarding smoking in the common areas and a final discussion regarding the role of access control around rentals (i.e. we need to know who is in a unit and we need to know they are **authorized** to be there).

A preliminary review of the association document changes the committee has been working on will take place on Nov 7<sup>th</sup>. A further update will be provided by the committee chairman during the meeting.

The Engagement Letter for Martin and Associates to complete our Annual Audit was signed.

Limited testing of the new RFI tags and readers has been on-going for over a month. Preparations for general conversion and distribution of tags are being made and will be reported on by the board liaison for the project.

**Landscape**

We noticed a decline in the health of our newer plantings over the last month. Landcare took additional water samples and found a higher level of salinity as noted in the comparison chart below. Salinity changes are likely caused by dewatering activities and when these activities are completed, nature will adjust itself. Actual plant loss is minimal; however, we are not able to use our current sources of irrigation for direct spray on new plantings until salinity levels go down. No new plantings will be planned for the near future.

AREA	DATE	DATE
	7/10/18	10/21/19
West Lake	5.22	10.33
East Lake	3.66	9.07
Beach Club (well)		14.09
Rec Center (well)	7.14	14.79
Surf Club 2 (well)	7.64	16.57
MSOA WELLS	7.29	

Note: *The MSOA Wells were capped in October of 2018.*

Activities planned for the next few months include trimming shrubbery back from the beach club pool fence area so it can be painted, staking trees that are leaning by the rec center pool, and cutting some trees that are causing damage to the rec center pool pump fence.

We will also be looking at cutting dead trees in the Tract C area.

Spraying for ticks along the boat club road and by the kayak racks was done on October 24<sup>th</sup>.

Requests from owners along the lakes were received to continue the work on removing large palm trees from the littoral zone (in the area we didn't address earlier in the year). That work will be reviewed and owners notified when it is scheduled.

Pine Straw will be placed around the property on approval of the cost. (expected at the meeting)

### **Maintenance Activities**

A contract with FPL to upgrade our streetlights to 3000 Kelvin LED lighting (no cost to MSOA) was executed. This is an upgrade to 36 lights located throughout the property. This should provide additional light (safety) and lower monthly electric charges.

During the 2020 budget planning process we discussed the need to replace the windows at the beach club and to refurbish both guard houses, starting with the Surfview Drive Guard House, targeting completion for that one in Q1 2020. We started bringing in vendors to get estimates on that work, beginning with the windows. Electric, plumbing and drywall vendors were all brought in to give an opinion on, or estimate, the work needed and as plans are further developed additional estimates may be sought.

We will vote to approve work for replacing the windows in the Beach Club and both Guard Houses today and start that work as soon as the windows are available.

The condensing unit on the A/C unit at the Beach Club was replaced. An additional issue with condensation is being reviewed.

The expansion tank for the irrigation pump at the rec center broke, spilling 4 inches of water throughout. ServPro was called in to handle the clean-up and removal of damaged materials. An insurance claim was filed and clean-up is still in process. The rec center building itself is closed until cleanup is complete.

Atlas Doors repaired the Library and Beach Club doors, including replacing the hinges and adding weather stripping.

A water leak in the Beach Club men's room was repaired.

Tennis and pickleball courts were resurfaced, repainted and all expected to be put back in service shortly. Additional information will be provided in the amenities update. Grading behind the tennis courts to prevent future water damage is being looked at.

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Fire Department Inspections were done around the property and Daytona Fire and Safety was engaged to replace fire extinguishers, inspect and retag and order covers where they are missing. SOS boxes were checked, Knox boxes were checked and will be updated prior to the next inspection with current contact information and a listing of any chemicals in the utility rooms.

The pools will be closed the last two weeks of January while the pool furniture is sent out for re-strapping. Any other extended pool maintenance will be scheduled during that time if possible. (Nothing is planned at this point)

A Sherwin Williams representative came to the property to help match paint in the beach club so touch up can be done around the rear doors where it had chipped away. Outside work on painting of columns and railings will be re-started as the humidity level continues to drop.

The water fountain at the rec center pool is in the process of being cleaned and resurfaced and a filter devise added.

### **Waste Water Treatment Plant**

Activities are continuing around development of the engineer diagram, permits, contract development and MSOA document reviews. This process will likely continue into the new year and not be ready for Parcel approval until sometime in Q1.

The contract with the county to provide service for Bay Park via the Sea Colony lift station was signed, per the terms approved at the April 2019 Board Meeting.

The county changed what was our previous "understanding" on the charge to us for moving our sewer main so they could place drainage for Marineland Acres. MSOA will be charged \$5,875.00 for moving our line. This cost will be paid in 2020.

The Las Casitas collection system testing was completed several weeks ago and the DEP documentation was filed, with MSOA accepting ownership of the system, with the caveat that maintenance, if needed, to the pipe connecting to the San Carlos manhole would be paid for by the Las Casitas HOA. A contract stating that was executed.

The plant is operating well. The daily average flow for September was .058 mgd and for October it was .068 mgd. There were 2 sludge hauls on October 2<sup>nd</sup> for 6000 gallons in each. The 30-day settlement average was 70% both months and the clarifier sludge judge reading was 1 foot for both months.

A pump at the digester pump station was replaced.

The only item on the repair list to be done at this time is a repair to the influent structure near the bar screen.

### **Storm Water Drainage and Related Issues**

Plans to create an Erosion Control Line that includes the 12 miles North of Flagler Beach will move forward once county commissioners are able to identify a source for funding the \$250,000 plan that is needed to be able to designate us as a facility. (and eligible for special grants or matching funds)

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A draft of the engineer's evaluation of the Storm Drainage systems at Matanzas Shores will be reviewed next week. The outflow is working as designed and the lake measurements installed several years ago indicate that the pond system is working as it should. (Measurements show that the water is leveling between ponds correctly.)