

MATANZAS SHORES OWNERS' ASSOCIATION, INC.  
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Minutes to the meeting of the Board of Directors  
May 25<sup>th</sup>, 2018

- **Call to Order:** John Moreno called the meeting to order at 1:00PM
- **Proof of Notice:** Agenda properly posted.
- **Establish a Quorum:** Directors present were John Moreno, Karen Hegarty, David Sowers, Dan Lacheman, and Susan Thompson. A quorum of the Board was established.

**Reports:**

**Approval of the minutes of 3/23/18:** A motion was made by Karen Hegarty seconded by Susan Thompson to approve the meeting minutes as written. All were in favor.

**Financial Report:** Dan Brazzano reviewed the financials for the WWTP and the North Tract. At of the end of April the WWTP had \$62,924 in the operating account and \$863,802 in reserves. It is currently over budget by \$5,174 due to an increase in sludge removal. As of the end of April there was \$120,923 in the North Tract operating account and \$1,012,173 in reserves. The Association is currently better than budget by \$897. David suggested that the Treasurer look into putting reserves into brokered reserves. David explained that this type of CD account allows the Association to obtain rates that are much higher than what is currently being earned. Two-thirds of the SCII CD's are laddered over 5-years and 1/3 into higher maturities. Brokered CDs have much less accounting and allow us to buy from one brokerage account CDs from any bank (and in states with much higher interest rates). They are also FDIC insured. David suggested we could greatly improve our interest income and not retain over \$800,000 in money-market accounts.

**Reserve Study:** Dan was asked to look into arranging for a reserve study to be done. The last one was done over three years ago. Dan presented a proposal from Association Reserves. A motion was made by Karen seconded by David to accept the level one proposal at \$3,960. All were in favor.

**Maintenance Report:** Karen reviewed the maintenance report which included numerous repairs. The Rec Center pool deck was repainted, the tennis courts were looked at for any repairs, parking stops replaced in the parking lot. Various repairs were done at the boat club, Beach club, and the guard house.

**Maintenance Proposals:**

- **Beach Club bathroom proposals:**
  1. **Partitions:** All partitions \$3,395
  2. **Bathroom Doors:** Gator Doors \$338
  3. **Bathroom A/C:** Arctic Breeze \$4,346
  4. **Bathroom Lighting:** Breakers Electric \$968
  5. **Bathroom A/C electric:** Breakers Electric \$496
  6. **Bathroom Tile:** Halifax Tile and floor \$4,400

A motion was made by David seconded by Susan to approve the above Beach Club bathroom repairs and charge the expense to the Beach Club Building, reserves. All were in favor.

- **Concrete proposal:** A motion was made by Karen seconded by Susan to approve Sta Hard concrete's proposal to repair a master association walkway behind SCIII in the amount of \$6,500. All were in favor
- **Beach Club pool furniture repair/replacement:** A motion was made by Karen seconded by Susan to approve the repair of various pool deck chairs and the purchase of 5 tables from Horizon Casual for \$2,025. All were in favor.

**WWTP report:** Karen reported the plant is operating well and that the effluent quality is good. There were 5 sludge hauls during March and May. She described various maintenance items that were done. Karen mentioned that a second smoke test letter needed to go to Lakeside and Sea Colony residents. A meeting was held with the DEP to review the present permits and review the work needed to be done to the perk ponds. Karen also explained that there was a need for a canopy over the bar screen. The screen assists in the separation of rags entering the plant. Karen made a motion seconded by George to accept the proposal at a cost of \$2,343. All were in favor. This will be charged to reserves.

**Landscape Report:** Karen reported on various projects that have been done at the beach club and rec center as well as other areas on the property. Karen reviewed a proposal from Proscapes to clean up the East lake area and do various work on the Boat club road as well as projects around the Boat Club. The estimate was for \$4,785. Karen made a motion seconded by Susan to accept the proposal. All were in favor. Karen also mentioned that the County had contacted MSOA concerning the A1A median project. The County wants the Association to take over the maintenance of the median on June 10<sup>th</sup>. She is going over the original contract signed with the County to verify whether the Association will be taking over the landscaping of it. The median is in need of further care before it will be turned over to MSOA. In addition, given the landscaping that was done is very different than what was agreed to she will need to obtain a new landscape contract proposal. There will be more information to follow.

#### **President's Report:**

1. **Update on Spectrum project:** Brit Masters reported that Spectrum was laying cable that will now reach the East side of A1A. The improvements will benefit MSOA with better internet service at the beach club and connectivity for the guard shacks. The work being done is at no cost to the Association. We will also benefit from a reduction in monthly expenses when switching to Spectrum from AT&T.
2. **Duval Update:** John mentioned that there has not been any additional progress however he had visited various developments where the builders had models. David asked whether the Association attorney was working on language that would protect the Association prior to and after the conveyance of PP3. John said he had begun conversations with the attorney but nothing had been drafted yet. David stated we must now think, not in terms of the PP3 parcel, but think about the 31 sites that have been approved on that parcel by the county. He has not spoken to our attorney about this, but did some private reviews with those outside our community. The goal must be that if the development is aborted or becomes bankrupt, we must make certain that any underdeveloped sites return to MSOA and not to another developer and not to a bankruptcy court for disposition.
3. **Surfview:** John mentioned that development had begun and that MSOA had taken safety precautions concerning construction equipment and owners and visitors coming through the Northeast gate. Richmond American will be the builders.
4. **Approval of Attorney Transition:** John explained that Jim Roche and Ed Ronsman have left the Jackson Law Group to work for the Firm of Garfinkel, McCabe, Shipwash and Ronsman. Karen made a motion seconded by Susan to transfer the legal work that had been done by Jackson Law group to the new firm. All were in favor.
5. **Dunes Restoration:** John briefly mentioned that the County would begin the restoration project again.
6. **Pickleball:** John mentioned that he had visited the courts and had spoken to a number of the owners about the rules. He hopes that owners are now following the rules.

## **Old Business:**

- **Kitchen Renovation:** Susan along with the Women's Club reviewed the plans that they agreed upon for the renovations. Susan mentioned that the amount previously approved by the Board was \$20,817 and that the planned renovations were estimated to be \$18,590 which would be under budget. Susan mentioned that she would have preferred granite for the countertops however it would be an additional \$2,500 and bring the costs over budget. A motion was made by David Sowers seconded by Susan to add an additional \$1,500 to the previous approved amount so that the renovations could include the granite countertops. All were in favor.

## **New Business:**

- **Material Records and Title Act (MARTA):** Dan explained that the MSOA documents are reaching their expiration next year and will need to be reaffirmed. The Association attorney has notified us of the process which will be introduced in October. It is also a chance for the Association to have their documents reviewed and refreshed prior to reaffirmation. David pointed out that MSOA needs to rewrite all the documents to remove bias toward Developers and correct ambiguities prior to reaffirmation. David stated that he would volunteer to work with the Association attorney on this recommended project and would seek input in open meetings with unit owners.

**Other:** The Board consented to hear the concerns of one Lakeside owner concerning access control. The ability for owners or renters to pass with swipe cards or remotes for the north gate was a concern in that others not belonging on the property could enter. There have been some incidents at the boat club. Various scenarios were discussed and the owner was asked to put her concerns in a memo so that possible solutions could be sought.

**Adjournment: With no further business to discuss a motion was made by Karen seconded by David to adjourn at 4:10PM**

Dan Brazzano LCAM, CMCA  
Association Manager

