

MATANZAS SHORES OWNERS' ASSOCIATION, INC.

Minutes to the Board of Directors Meeting

December 6, 2019

Call to Order: The Board President Karen Hegarty 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, George Guiliano, Deborah Moss and Dan Lachenman. Also present were Joe Estrada and Brit Masters with Leland Management.

Approval of Minutes: Ron made a motion to waive the reading of the November 8, 2019 minutes and to approve them. Motion seconded by Karen. With all in favor, the motion passes.

Reports

Manager's Report/WWTP: Joe read the October 2019 Managers report for MSOA WWTP and NT. Karen asked Joe what day of the month was the earliest the board could receive the financials. Joe stated the 15th of each month is the earliest financials can be available. A copy of the manager's report can be found in the 2019 minutes book December section.

Security Access: Karen stated that the RFI system readers have been installed at the Surf Club resident entry lane and another reader at the San Juan Drive gate (Note: this was stated at the meeting, however we have since found out that there will not be an RFI reader at the Las Casitas gate). Eventually, there will be a call box system at the Las Casitas Drive entry. There is no entry lane room to install an RFI reader at the San Carlos Drive gate. MSOA is currently in the testing phase with a small group of association members and will be expanding to include Las Brisas in the test group since it is 32 units. She explained that the test is not only for the equipment, but for the computer program system and all the paperwork necessary to carry out the process. Further, this will not change the need for the guard staff. They will continue to process the renters, vendors and guests coming in. Rented vehicles will need to go through the staffed gates. The temporary gate on San Juan Drive will remain until home construction is completed. MSOA management will be collecting information from residents, i.e., telephone numbers, vehicle information, etc. This will be done in increments, i.e., Lakeside, Surf Club I, Surf Club II, and so on. The forms (one per vehicle) will not be mailed. As each association is notified, the residents will pick up the form(s) from the MSOA office, fill it out and then drop off the completed form(s) back the office. Forms can also be mailed, emailed or put into the drop box on the MSOA office door. Once the form(s) have been processed, the residents of that group will be given a time period to pick up their RFI tags. More detailed information with definitions to clarify "residents", long-term tenants, etc., will be sent out soon to each association for distribution to their residents. She explained when the RFI system roll out has been completed old cards and remotes from the old system will no longer work.

Document Update: Lynn was not available to give an update. Karen mentioned he has been in the process of copying the current CC&R's. Once the copy is completed, Lynn and document update committee members will review and address areas in the documents that need more clarification, any important information to be added, and other information that is no longer relevant and can be deleted, etc. After this work has been done, it will go before the board and attorney for review and finalization.

Amenities: Ron stated the renovation on the tennis and pickleball courts has been completed. He explained there is drainage work that needs to be done in order to divert rainwater away from the courts and into the swale of the storm water drainage system to prevent the damage that destroyed the

foundation of the courts. Ron motioned to accept the bid from Proscapes correct the drainage problem in the amount of \$4,200.00. Karen seconded the motion. With all in favor, motion passed. Karen mentioned the funding to correct this part of the storm water drainage system for this will come from NT6630.

Ron stated that 23 more kayak racks are going to be built. A proposal from Proscapes was obtained to drill the holes for the main poles and secure them. Ron made a motion to accept the Proscapes bid in the amount of \$1,150.00. Karen seconded the motion. With all in favor, the motion passed. Karen stated the money will come from the kayak reserves (NT3245). Ron motioned to the board to approve up to \$5,000.00 for boards and hardware that will be needed to complete the racks. Karen seconded the motion. With all in favor, motion passed. This money will also come from kayak reserves which is funded by kayak rack rental fees and annual renewal fees. He is also looking for volunteers to help with this project.

Ron motioned to create a new kayak policy stating that individuals who wish to have a different kayak rack than they currently have must join the waiting list and when offered a new rack tender full payment for a rack of \$150.00. If the person already has a rack and wishes to abandon that rack for a different one, they will be required to pay a restoration fee of \$50 if the rental is paid up. With a second from Debbie and all in favor, the motion passed.

Ron spoke about the idea of MSOA purchasing the commercial parcel adjacent to the San Carlos Drive guard gate. He and Karen discussed having a town hall meeting where MSOA will ideas for generating the money needed, to go forward with buying that property. He stated it would allow room to move the San Carlos Drive guardhouse giving room for two lanes to include an RFI reader. Audience discussion. Karen mentioned it's more than just moving the guardhouse, additional parking is needed, a place for the new pool is needed, adding an additional clubhouse could be possible. The board is exploring multiple ways of possible funding. The first step is to purchase the property if possible. Owner input and ideas will be sought at the town hall meeting.

Dune Restoration: George explained that the county found the \$250K needed to fund the establishment of the beach area from Marineland to Flagler Beach as a government entity enabling this beach area eligibility for automatic dune restoration funding as a group rather than each single property on its own.

President's Update: Karen reviewed the President's Report. (President's Report can be seen in its entirety on the MSOA website and in the Minutes Book in the office). Karen advised the membership audience that both Beach Club and Rec Center pools will be closed the last two weeks of January for maintenance and made a motion to accept the Blue Ribbon Pools proposal to acid wash the pools, Beach Club pool @ \$2,000.00 (NT3360) and Rec Center pool (NT3145) @ \$1,200.00. Ronnie seconded the motion. With all in favor, the motion passed.

Karen called out the annual service for the WWTP main generator will cost \$2,629.56.

With no further business to discuss, the meeting was adjourned at 2:05 PM.

Minutes transcribed and submitted by Brit Masters, MSOA Management