

# MATANZAS SHORES OWNERS' ASSOCIATION, INC.

50 Leanni Way Suite C3  
Palm Coast, FL 32137  
Telephone 386-693-1650  
dbrazzano@lelandmanagement.com

## Minutes to the meeting of the Board of Directors December 1<sup>st</sup>, 2017

- **Call to Order:** John Moreno called the meeting to order at 1:00PM
- **Proof of Notice:** Agenda properly posted.
- **Introduction of New Board Member:** Dan Lachenman of SCIII was introduced as a new Board member in place of Bill Strawn who resigned at the October Meeting
- **Establish a Quorum:** Directors present were John Moreno, Karen Hegarty, Dan Lachenman, George Guiliano, and Jim Murphey. Susan Thompson was excused. A quorum of the Board was established.

### Reports:

- **Approval of the Minutes of 10/27/17:** A motion was made by Jim Murphey seconded by Karen Hegarty to approve the minutes with one change. There was reference to perc pond 2 which should have been perc pond 3. All were in favor.
- **Maintenance Report:** Karen reviewed the maintenance report which included projects done at the WWTP including the purchase and construction of a trailer for the new back-up generator and other projects. The repairs to the dock are near completion, work on repairing the irrigation system are underway and testing of lake levels are being done.
- **WWTP Report:** Karen reported that the average flow per day was approximately 95,000 gallons and there was one sludge haul done. The blowers have been replaced, inspections of the motor covers, and a meeting with Tim Plymel took place concerning the smoke testing of the system. Karen explained that a smoke test would be done to test the system for leaks and that Tim would be demonstrating and explaining the test after the meeting adjourned.
- **Landscape Report:** Karen reviewed landscape projects that were completed throughout the property. The wash out at the west pond will be filled next week and she is expecting an estimate from Proscapes to trim some dead trees along the bike path. There was a request from SCII to replant an area behind their building that is MSOA property. A proposal from Landcare was presented at a cost of \$534.00. A motion was made by Jim seconded by Karen to approve the proposal and have the work done. All were in favor.
- **President's Report:** John reported the following:
  1. Met with the Association attorney to discuss the Duval agreement.
  2. Met with Duval to discuss the agreement and attempt to negotiate some additions like the addition of a clarifier, rental restrictions, home designs and the issue with the deeding of PP3.
  3. Met with SJWMD to discuss the storm water system and discussed the weir and lake level.
  4. Reviewed MSOA's responsibility to maintain the swales. The issue is still being looked into however it was clear MSOA needed to look into the drainage on San Pedro.
  5. There was a meeting concerning Dunes Restoration with Commissioner Hansen. The County will replace sand to shore up the dunes. If the Association wanted to move or add rock the cost of this would be theirs. An investigation of the best configuration needs to be done.
  6. John mentioned that we have been able to improve our connectivity by engaging Spectrum to take on our connectivity needs. They have arranged to connect the beach club and guard houses by bringing their wiring across A1A to the east side. The service they provide is less costly as well.

7. John discussed the change needed to the Declaration in order to go forward with the Duval development agreement and the need for two parcel presidents meetings to achieve this. Jim Murphey gave the details of what needs to be accomplished. First the Declaration needs to be amended to allow for the deeding of PP3 to Duval. Secondly there must be a vote to convey the parcel. It was understood that parcel presidents were going to suggest the dates. Meryl Frost of SC II speaking for the parcel presidents suggested that before they set a date and attended a meeting to vote that he would like to have meeting with the MSOA attorney to understand the background of the agreements and have any questions answered before setting these dates. Some of the parcel presidents are new and everyone would be able to understand what they eventually be voting for. It was agreed that the meetings should take place after the first of the year. The Board will wait for a meeting date response from the parcel presidents.

#### **Old Business:**

- **Dock Repairs:** Dan reported that the dock repairs were completed and the only remaining thing would be the electric.
- **Insurance Update:** Dan reported that the Association will receive \$5,247.77 in claims for the Beach Club roof repairs and \$2,514.93 for repairs to the tennis court fence which has already been done. Dan presented two estimates for the roof repairs from Valmik and Collis roofing. They were \$19,000 and \$5,096 respectively. A motion was made by Karen to accept the Collis proposal and combine the claims totaling \$7,762.70 to repair the Beach Club roof. All were in favor.
- **Access Control contract approval:** Jim Murphey presented the information concerning the renewal of the Association access control contract which expires on 12/31/17. After reviewing three bids from, Guard One, Securitas, and Weiser Security Jim polled the MSOA Associations for input concerning the present services from Guard One. There were no negative responses concerning their performance since taking over in August. The pricing presented were within 1% of each other and all within what was budgeted for 2018. Given the information collected concerning Guard One Jim recommended that the Board consider the Guard One proposal. A motion was made by Jim seconded by Karen to accept the proposal from Guard One for one year at a cost of \$224,922 yearly. All were in favor.

#### **New Business:**

- **WWTP Smoke testing:** Tim Plymel was introduced and explained the process of smoke testing and what the test would achieve. As mentioned he will demonstrate the test after the meeting.

**Directors:** Comments made at President's report.

**Community Input:** Owner Frank Weiner of Lakeside mentioned that the following articles of the Declaration should be reviewed by the Board prior to the pending meetings concerning the amendment of the MSOA Declaration.

Article VIII, Section 1 concerning the prohibited transfer of common area for residential or commercial development. Article IX, Sec. 9 and Article XII, Sec. 24:

**Adjournment:** With no further business to discuss a motion was made by Jim seconded by Karen to adjourn at 3:05 PM. All were in favor.

Dan Brazzano LCAM, CMCA  
Association Manager