

MATANZAS SHORES OWNERS' ASSOCIATION, INC.

Minutes to the Meeting of the Board of Directors July 27, 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 Lachenman and George Guiliano. A quorum of the Board was established.

Reports:

Approval of the minutes of 5/25/18: A motion was made by Karen Hegarty to accept the minutes as written with the amendment:

Landscape Report, line #8,

From: "in need of further care before MSOA will accept it."

To: "in need of further care before it will be turned over to MSOA."

The motion was seconded by David Sowers to accept the minutes as written with the amendment. All were in favor. Motion passed unanimously.

Financial Report: Dan Brazzano reviewed the financials for the WWTP and the North Tract. At of the close of June there was \$34,129 in the Operating Account and \$891,927 in the reserve accounts. There are \$8,454 in delinquencies 7 of which are going to the collection agency. As of the end of June the Association is \$2,648 over budget mainly due to sludge hauling. As of the close of June there was \$128,075 in the North Tract Operating Account and \$989,878 in reserves. There are \$9,432 in delinquent assessments three of which will be going in for collection. There still seems to be owners who may not have updated their payment methods since the change in banks and increase in assessments.

Reserve Study: Dan Brazzano stated that Mr. Aldo Gonzales with Association Reserves was very knowledgeable and thorough. Not only did he explain in detail all the areas he would be reporting on but areas that had not been reviewed in the past such as the infrastructure of the common elements and the components of WWTP. We can expect a very comprehensive report.

Maintenance Report: Karen reviewed the Maintenance Report (see July 2018 Maintenance report). At a previous meeting the Board had accepted a proposal from Atlantic Fence to construct a fence at the Rec Center as a barrier between the neighborhood and the amenity parking lot. Atlantic Fence did not follow through on their contract leaving MSOA to find another company to do the work Karen met with Liberty Fence to obtain an estimate. A consent order was needed to speed up the process since so much time had been lost with Atlantic Fence. Karen made a motion to approve the consent order accepting Liberty Fence's proposal for the Rec Center fence in the amount of \$3,645. David Sowers seconded the motion. With all in favor, the motion passed.

WWTP report: Karen reviewed the WWTP Report (see July 2018 WWTP Report).

Landscape Report: Karen reviewed the Landscape Report (see July 2018 Landscape Report). Karen motioned to accept Landcare's Pinestraw Proposal of \$5,838 (840 bales @ \$6.95 each). With a second from Dan L. and all in favor, the motion passed. Karen reported that Proscapes had removed 14 dead trees around the property but there were more that needed to be removed. She presented the new estimate for the additional 12 trees to be removed. David Sowers made a motion to accept the estimate for the tree removal in the amount of \$2,225.00. Dan L. seconded the motion. With all in favor, the motion passed.

President's Report:

1. **Update on Spectrum project:** Brit Masters reported that Spectrum had completed hook up to all of the MSOA locations. Spectrum had placed "complimentary" routers at the Beach Club, Rec Center and Boat Club, however, residents were having trouble connecting to it. Brit explained that she ordered a new router for the Beach Club and disconnected the Spectrum router. She pointed out the new network name and password on the bulletin board in the clubhouse. Two more routers were ordered for the Rec Center and Boat Club. In addition, future upgrades are being discussed to introduce more entertainment options for the Boat Club and the Rec Center.
2. **Duval Update:** John explained how difficult communication has been with Duval. He and Karen have asked repeatedly for a detailed written plan of execution that the Board can present to the community. So far, the sparse plans with a few dates that were provided to MSOA have come and gone with no action. Duval was advised they cannot do any work on PP3 as it is MSOA property and is set to be put into service to meet DEP requirements. Karen explained the details in the WWTP Report that flow numbers are up making it necessary to move ahead with putting PP3 into service. Therefore, until Duval purchases the Las Casitas property and they expand PP1 and PP2 at their expense, they will have no access to PP3.
3. **Surfview:** John mentioned that the heavy equipment was removed from the Surfview property. Duval advised they are waiting on permits before they can resume work.
4. **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:** Work in the kitchen is moving along. Old cabinets have been removed, floors replaced with tile, and cabinets have been delivered. The contractor paused the project for Thursday and Friday so the Lakeside and MSOA meetings could be held without construction noise of hammers and saws.

New Business:

- **Maintenance Apprentice:** The Board supports getting help for Frank. An eager candidate with basic maintenance knowledge is needed. That person would shadow Frank and learn from him over a period until such time Frank is ready to turn over his hammer. No one wants that to happen any time soon. There was discussion about the possibility of releasing the janitorial staff and using that money to pay the apprentice. They would take over the daily duties of the janitorial staff and then assist Frank for the rest of the day. The Board will review this during the preparation of the budget this month.

- **Use of Amenities:** Recently, some owners have voiced their concerns that MSOA amenities are being overrun and rules are not being followed, especially during the high rental months. These owners are worried that the problem is going to worsen once the developments go in and they have given some suggestions how to alleviate the issue, such as, requiring short-term residents to use the pool of the building they are staying in, limiting the Beach Club pool to adults at certain times of the day, limiting the number of guests at other amenities, etc. David Sowers pointed out that MSOA documents state that the common amenities are for the use of all residents, their families and guests. He also stated that MSOA cannot discriminate by establishing periods of time specific groups will be allowed to use certain amenities. David also noted that when a unit is leased the tenant receives all of the use rights in the association property and common elements otherwise available to unit owners. The owner of the unit retains access rights to the unit as the landlord, but shall not have rights to use the common elements or amenities. The Board reminded those attending the meeting that as development occurs and new properties are sold, additional assessments are coming in which will bolster the budget to support the building of new amenities. Moreover, surplus funds are guaranteed in the signed agreement with the developer to enhance current amenities or build new ones as needed. With regards to employing an amenity monitor, the Board suggested that could be looked into when the new budget is under review.

Adjournment: With no further business to discuss a motion was made by Karen, seconded by John to adjourn at 3:31 PM. All were in favor.

Brit Masters
MSOA Management