

ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING

PVT
TF

APRIL 11, 2019

The St. Augustine Shores Service Corporation's Board of Directors meeting was called to order by President Austin Dietly at 7:00 P.M. Present: Vice President Thomas Filloramo, Director Phil Van Tiem, Director Leonard DiTomaso, Director Mike Amato, Secretary Nicolas Arocha. Absent Treasurer Claire Lorbeer. Quorum Established.

The Invocation was given by General Manager Smith followed by the Pledge of Allegiance.

Approval of the Minutes – February 26, 2019 and March 14, 2019,

Motion:

Director Van Tiem made a motion to approve the minutes of February 26, 2019 as presented. Seconded by Vice President Filloramo. 5 yes votes 1 no vote Director DiTomaso. The motion carried.

Motion:

Vice President Filloramo made a motion to approve the minutes of March 14, 2019 as presented. Seconded by Director Van Tiem. Board Discussion. Secretary Arocha would like to add that the Board has approved the minutes including adding the 3 PUD documents that establish the Committee.

Vice President Filloramo amended the motion to include the documents. Unanimous. The motion carried.

Treasurers Report – Read by General Manager Smith.

Motion:

Director Mike Amato made a motion to approve the Treasurers report as read. Seconded by Director DiTomaso. Unanimous. The motion carried.

General Manager Smith explained the increase in the operating fund and the increase in the reserve fund.

Managers' Report - Joseph H. Smith III

Old Business

Progress on Board Goals

Curb Appeal – We are currently fertilizing the common grounds.

Safety and Security –

The key access system project for the tennis courts is in progress. A handhole has been purchased. The meter can has been installed. Waiting on power to the meter can.

Pool Deck Litigation - The courts are backed up and we can't get a trial until May 2019.

Baker Company soliciting bids to jack and bore under the pavement on Shores and Christina to provide irrigation to the medians for plantings.

BTI drilling has provided a bid for the entire area at \$14000.00

Reserve Study Update - Dreux Isaac inspected the improvements to the Shores amenities. The study will be finalized in May.

Committee Reports

ACC Committee – Committee Co-Chair Steve Raff

The ACC held one meeting in the month of March.

They looked at 14 applications.

2 Utility sheds

3 Fences

2 Florida Rooms

2 Additions

1 Porch Enclosure

A total of 10 approved.

4 new homes did not have the proper plans submitted so they were tabled until the next meeting and everyone was advised that they had to plant proper plantings and documents so they can be approved.

Variance request 334 Cortez Drive Brad Grace – to allow them approval without installing a sidewalk because of the elevation, location, and surrounding circumstances. No more homes will be built on the East side of the street and the one home that currently exists on the East side was not required to install a sidewalk.

Mr. Raff has done some research on the Deed Restrictions and he feels that the Board does not have the authority to do a variance to the Deed Restrictions.

Board Discussion.

Motion:

Vice President Filloramo made a motion to approve the variance as requested. Seconded by Director Van Tiem. 4 yes votes. Secretary Arocha would like to have a detailed report with this approval as to the reason it was approved so as to not establish a precedence. 6 yes votes. Unanimous. The motion carried.

Deed Restriction Committee – Kate Thomes

Door to door project complete. They covered 60 to 70 percent of the homes.

Will have a final report at the June meeting.

PUD Committee – Secretary Nicolas Arocha.

Secretary Arocha stated that the current memo from legal counsel dated April 11, 2019 confirms a number of things including the fact that this is very confusing.

He stated that they met this morning with one of the engineers from St. Johns County at Sevilla Drive and they looked at the drainage that comes from the development that is East of Watson Road.

He discussed the 45-year-old 48-inch corrugated metal pipe as the weak link to the drainage and stated that we are responsible for that pipe.

He stated that the responsibility for the drainage is fractured.

If we establish a program with the county it will be very beneficial and potentially a tremendous cost savings.

The PUD Committee is focusing on identifying the drainage liabilities that are our responsibility.

He would like to have a Professional Engineer do a study on the Dam so we can properly fund the Reserves.

Internal Audit Committee – Joan Stanton

They audited the employee review processes.

They recommend a formal review on an annual basis. The presentation at the May meeting is to audit the process of collecting funds from members who attend the activities classes.

Director DiTomaso inquired as to the number of people on the Audit Committee for voting purposes. He feels they need more qualified voting support.

Board Discussion.

Riverview Building and Grounds – Nicolas Arocha

Secretary Arocha discussed the spreadsheet. He feels the Board needs to approve the projects listed again.

Motion:

Secretary Arocha made a motion that the Board approve the projects on the spreadsheet introduced by the PUD Committee. No second.

Director Amato made a motion to let Joe continue to work on the projects as he has been. Seconded by Vice President Filloramo. Unanimous. The motion carried.

General Manager Smith presented three bids for the front entrance project:

S&D Construction – Remove existing tiles and replace with thin pavers. Provide drainage at the back wall. Price \$6250.00.

Second option is to remove tile and replace with 6X12 travertine installed with thin set grout. Price \$7900.00

Hasty's Floor covering bid on replacing the existing tile with ceramic tile similar to what we have out there now. Set material will be adhesives mortars and grouts. Removal of existing tile. Open ended on what's underneath the existing tile. Price \$7900.00

Alternative Floors mechanical concrete correction process. Install self-leveling stain and seal. Price \$8200.00.

Board Discussion.

Secretary Arocha inquired about the paint and the caps on the walls.

Mary Arocha inquired about the felt on the Door. She suggested the Mirror Man.

Linda DiTomaso suggests we do not use pavers because it causes other issues.

Secretary Arocha recommends we present the entire package.

New Business

Home Office applications -

733 Saco Court – for the purpose of Sundown Graphic designs. Agrees to abide by County Ordinance 95 – 9.

Motion:

Director Van Tiem made a motion to approve the home office application for 733 Saco Court. Seconded by Director Amato. Unanimous. The motion carried.

Deed Violation Report

General Manager Smith presented the report. Last months report and this month's report have 2 repeats.

Unfinished Business

Director DiTomaso inquired about a pending lawsuit in the Conquistador. He wanted to know if we have responded. Affirmative General Manager Smith contacted the owner.

Charlene Field RV site. General Manager Smith explained the situation at the RV Compound and the history of the investigation into the drainage.

Director DiTomaso stated that our documents state that we conduct our annual meeting by Roberts Rules of Order, so the meeting does not get out of hand.

Director Amato inquired about the temporary site being used by G&H Underground.

Directors Comments

Director Amato thanked Joan Stanton and Kate Thomes for their work on the Committees.

Director Van Tiem commended President Dietly on her newborn baby Elliott.

Vice President Filloramo commented on the Dam and presented a resolution from 2005 that showed St. Johns County replaced the existing culverts in that area and installed a new drainage structure and will continue to maintain the system.

Director DiTomaso thanked all Committee members and Board members.

Secretary Arocha thanked Joan Stanton and Kate Thomes.

Members Comments

Mary Arocha appreciates that we cleaned up Aleida Drive.

Carol McCutchen commented on solicitation in the Shores.

Linda DiTomaso commented on some unruly kids on the pier. She suggests we adjust the rules on the pier and state if kids are not with an adult and they cause problems that we turn off the parent's key cards.

There was a comment on the cul de sac on Saco Court.

Vice President Filloramo will inquire with Road and Bridge.

Meeting Adjourned

A handwritten signature in blue ink, consisting of a large, stylized 'P' followed by a series of loops and a trailing flourish.

President

A handwritten signature in blue ink, appearing to be a series of connected loops and curves, possibly representing the name 'M. S. A. W. S.'.

Secretary