

## **ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING**

**JANUARY 10, 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: Secretary Nicolas Arocha, Director Mike Amato, Director Leonard DiTomaso, and Director Phil Van Tiem. Absent: Vice President Thomas Filloramo and Treasurer Claire Lorbeer. Quorum Established.

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

**Approval of the Minutes – December 6, 2018**

**Motion:**

Director Amato made a motion to approve the minutes of December 6, 2018. Seconded by Director DiTomaso. Unanimous. The motion carried.

**Treasurers Report – Read by General Manager Smith accepted for audit.**

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

1 collection issue

The homeowner is in arrears \$2944.65 as of December 2018. They propose to make 12 payments of \$275 for 12 months keeping the account current.

**Motion:**

Secretary Arocha made a motion to approve the payment plan as presented. Seconded by Director Amato. Unanimous. The motion carried.

Secretary Arocha inquired as to why the figure for Contract Landscaping on the Comparative Profit and Loss Statement was under budget.

General Manager Smith stated that the monthly Landscape Contract bill is submitted at the end of the month and that it is probably due to the fuel surcharge built into the budget. He would provide a more definitive answer when he can get to the accounting data.

Director DiTomaso would like a copy of the Comparative Profit and Loss Statement in the package.

## **Managers' Report - Joseph H. Smith III**

### **Progress on Board Goals**

Curb Appeal

Winter projects still in progress.

Edging of the Units is complete.

Edging of the medians complete.

Meeting on Friday January 11, 2019 to discuss the installation of sod in the medians.

Safety and Security

The key access system project for the tennis courts is in progress.

We need to purchase a handhole for power to the tennis court gate.

Working with FP&L for power.

Operations

We will be purchasing another load of stone for the rut in the driveway.

Margaret Bouton inquired about using a cable to block off the field.

Pool Deck Litigation trial set for February.

Landscaping donations from Baker company will be next.

The engagement letter for the Dreux Isaac Reserve Study is in route.

### **Committee Reports**

ACC Committee – General Manager Smith

The ACC held one meeting in the month of December.

They approved:

1 driveway extension

4 fences

1 home addition

1 screen enclosure

A total of 7 approved.

Total YTD 51

Variance request for 1071 Espinado Avenue. Dorian Shapiro. She would like to move her fence forward of the rear of the house to enclose the a/c unit inside the fence.

Diagram presented

**Motion:**

Secretary Arocha made a motion to approve the variance as presented. Seconded by Director Amato. Unanimous. The motion carried.

Director Amato inquired about the chicken coop on Deportivo.

565 Domenico Circle a 6-foot stockade fence was approved by the ACC Committee on the Golf Course.

557 Sevilla a 6-foot stockade fence was also approved on the Golf Course by the same individual.

This is against our Governing Documents.

The same individual on the ACC has made 3 mistakes in the last 5 years.

Director Amato suggests that we get in touch with Chairs Richard Nowell and Gina Ross and ask them to ask Peter Dytrych to step down.

President Dietly will email Richard Nowell.

Laura Amato commented on the ACC Committee and stated that they are not aware of the rules.

Steve Raff recommends that the Board clean out the ACC and put some people on there that know what they are doing.

President Dietly will ask Richard Nowell to have representation at the Board Meetings.

**Motion:**

Director DiTomaso recommends that we call Peter Dytrych and tell him his services are no longer needed. Seconded by Director Van Tiem. Unanimous the motion carried.

Secretary Arocha would like to amend the motion to include that for the next six months any applications for fences have to be approved by the Board of Directors.

Director Amato would like to hold off on that for a month.

Reverted back to the original motion.

Deed Restriction Amendment Committee – Kate Thomes.

They are on break for the Holidays.

PUD Committee – Secretary Arocha.

He presented a document to the Board which lists PUD Committee Draft List of Documents, Items of Interest, Questions and Goals.

Secretary Arocha Summarized the document.

**Motion:**

Secretary Arocha made a motion that the Board appoint Steve Raff as a member of the PUD Committee. Seconded by Director DiTomaso.

Director DiTomaso asked Steve Raff to present his qualifications to the Board.

4 yes votes. 1 no vote President Dietly.

The Committee would like to meet with legal counsel Tuesday January 22, 2019.

General Manager Smith will check with legal counsel and send an email.

Search Committee – Director DiTomaso

He is having difficulty finding people to run for the Board.

Kate Thomes discussed the new form for the candidates.

Director DiTomaso stated that all the votes for last years annual meeting were counted prior to the meeting that was moved from 10 a.m. to 6:00 p.m.

He stated that our By-Laws state that these votes must be counted at the meeting.

General Manager Smith stated that the Auditors were present at all counts and that they approved the way the vote was handled.

We will move the time back so we can feed the votes into the machine at the meeting.

**Deed Violation Report**

General Manager Smith presented the report and brought the office files for the past two months as requested by Secretary Arocha.

Secretary Arocha discussed a barking dog issue at 113 Hondo affecting neighbors on Bilbao.

Secretary Arocha would like the Board to send a letter.

General Manager Smith read the County Ordinance.

Two neighbors may sign affidavits to force compliance and the County will level a fine.

**Directors Comments:**

Director DiTomaso would like to add Unfinished Business to our Agenda.

He would like to know who is on the Committees. Update the website.

Secretary Arocha would like to discuss the sign for G & H Construction on Golf Course property and wants to make sure this is not going to be used as a staging area for County projects.

Commissioner Waldon commented on the subject.

**Members Comments**

Darlene Van Tiem commented on parks on the South end of the Community.

A homeowner commented on the edge of the lakes and wants them trimmed to the water's edge.

He requests a fountain at the North end of Holiday Lake.

We will put it on the Agenda for the next meeting.

Linda DiTomaso commented on the pool table. The Yoga class would like it removed.

Darlene Van Tiem would like to get rid of the piano.

Meeting Adjourned

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President

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Secretary