

ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING

JANUARY 12, 2017

The St. Augustine Shores Service Corporation's Board of Directors meeting was called to order by President Jim Priester at 7:00 P.M. Present: Vice President James O'Such, Treasurer Claire Lorbeer, Director Philip Van Teem, and Secretary Sue Chitwood. Absent: Director Winston Burrell. Quorum Established.

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

Approval of the Minutes – December 8, 2016.

Motion:

Vice President O'Such made a motion to accept the minutes as presented. Seconded By Treasurer Lorbeer. Unanimous. The motion carried.

Treasurers Report – Read by Treasurer Lorbeer accepted for audit.

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

General Manager Smith presented two collection issues.

The Homeowner has a balance of \$4361.68 as of November 17, 2016 and is currently on a payment plan. They paid a down payment of \$2244.27 and will make 12 payments of \$244.27 and stay current.

They are asking the Board to waive \$358 in interest.

Board discussion.

Motion:

Vice President O'Such made a motion to deny the request. Seconded by Director Van Teem. Unanimous. The motion carried.

The second case involves a homeowner who has a balance of \$513.12 as of January 2017. They have agreed to pay \$72 down and request a payment plan for 12 months at \$72 a month and to stay current.

Motion:

Secretary Chitwood made a motion to approve the payment plan as presented. Seconded by Vice President O'Such. Unanimous. The motion carried.

Managers' Report - Joseph H. Smith III

Address Board Vacancy

The Board has two candidates who have requested appointment to fill the Board vacancy.

President Priester informed the Board that he was going to resign after the meeting due to personal issues and professional obligations.

The two candidates in attendance are Austin Dietly and Bill Ney.

Motion:

Treasurer Claire Lorbeer made a motion to accept the two candidates for membership on the Board of Directors. Seconded by Vice President O'Such. Unanimous. The motion carried.

Progress on Board Goals

Curb Appeal

Update on St. Johns Counties road and drainage system projects.

There are 4 more drainage crossovers on Shores Blvd. that need replacement. This project is scheduled to be completed by March 2017.

The paving of the remainder of Shores Blvd. and the Tuscan section of the community are scheduled to be completed by May or June 2017.

Safety and Security

Tree removal has been the main focus to protect the membership.

Operations

Pier replacement.

General Manager Smith presented 3 bids for replacement of the pier damaged during Hurricane Matthew.

Hayward Construction Group will demo the existing dock down to the bare pilings.

Straighten all existing pilings and drive to correct elevation.

Re-build access pier and terminal platform.

Install new handrail running along the entire perimeter of the access pier and terminal platform.

Total cost \$275,000.

Register and Crum Marine, LLC.

They propose to install a 5400 square foot fiber reinforced polymers (FRP) dock. An 8' wide by 500' long dock walkway with a 14' x 100' terminal. Included is a handrail.

Conduit for electric and water.

Demolition of current structure.

Budget Proposal \$405,500.

Yelton Construction

They propose to save the first 8' x 110' of the dock. This area goes to the gate. They will remove the gate, straighten and level the dock back to its original position "as possible" and replace the top 2' x 8' handrail cap boards that are compromised. They propose to perform the same task on the next 210' except there may be a couple of pilings that will require replacement.

The next 60' of dock will require total replacement. The last 120' of dock will require complete new construction except they can reuse the pilings. The last part of this project is to refurbish the terminal platform and reuse all the existing material available.

This proposal includes constructing an open new sitting platform to replace the gazebo.

Total cost \$115,750.

Board discussion.

Member Michael Mele recommends we look at Trex, synthetic planks, to replace the wood.

General Manager Smith to go back to Yelton to get a bid on repairing the pier with Trex or replacing the pier with Trex.

Impact of Hurricane Matthew on the Budget.

We are currently \$25000 over the yearly budgeted amount for Tree Removal.

There was discussion on raising the maintenance fee \$1 to the \$30 CAP.

Motion:

Secretary Chitwood made a motion that we increase the monthly fee to \$30. Seconded by Treasurer Lorbeer. Unanimous. The motion carried.

There was discussion on reaching out to different tree services.

The Board recognizes the need to continue cleaning up the threatening tree issues throughout the community.

Action Status List

Secretary Chitwood discussed the tree work.

She recommends we develop a plan to use a more permanent planting at the entrance to San Savino and that we address the slope issue.

She inquired about the roadway to the tennis courts.

The tennis courts have been pressure washed and the driveway has been cleared.

Committee Reports

ACC Committee – General Manager Smith

1 variance for Merritt 223 Deltona was presented to the Board at the December Board Meeting.

General Manager Smith inquired at the County and informed the Board that in a PUD any fence placed 50' from the property line would not require special permits.

Any fence placed less than 50' from the property line would require a minor modification permit.

Cost of the permit within a utility zone is \$1316.00

Non- utility zone is \$1105.00

The ACC reviewed 5 applications

1 fence

1 pergola

2 pool/pool repairs

1 shed

Total approved YTD 291

Riverview Building and Grounds Committee – Judy Vershave

Meeting held Tuesday January 10, 2017.

She presented an updated spreadsheet.

There is some difference in opinion on the Board as to the color of paint for the Riverview Facility entrances.

Board discussion.

General Manager Smith informed the Board that he has a proposal from Wilcox painting to paint two coats on the exterior of both entrance doors and frames and one coat on the inside of each and two coats of primer for the Women's restroom and 1 coat of finish.

Motion:

Secretary Chitwood made a motion that we paint the entrances Cloudburst blue as recommended by the Committee. Seconded by Director Van Teem. Two no votes Vice President O'Such and Treasurer Lorbeer. Two yes vote President Priester and Secretary Chitwood. 1 abstention Director Van Teem.

Director Van Teem changed his position to a yes vote. 3 yes votes, 2 no votes, the motion carried.

There was discussion on purchasing a new runner with a monogram and a water feature for the front entrance of the Riverview Facility.

We could look into painting the tiles with an epoxy based product.

Boat and RV Storage Compound – Ray Story

He reported that a few issues were turned over to General Manager Smith and they have been corrected.

One light pole needs to be addressed.

We still need gravel on the RV side of the road at the facility.

We need to post a 911 address on the gate.

We need to solicit bids for a new camera system at the facility.

Deed Restriction Review Committee – Charles Bouton

Meeting held Monday January 9, 2017.

They approved the final changes to the Deed Restrictions that should be added to the ballot.

The report was presented to the Secretary.

They Suggest changes to:

Section 4.09 Antennas. Add Satellite Dishes.

Fences: Change the rule to allow fences to the midpoint of the structure.

Sidewalks: When a section is built out for a year owners of lots should have to install a sidewalk.

Motion:

Secretary Chitwood made a motion that we include these changes to Deed Restrictions in the annual packet for a vote of the membership. Seconded by Director Van Teem. Unanimous. The motion carried.

Discussion on including an amendment in the annual packet for raising the CAP on the maintenance fee.

Motion:

Secretary Chitwood made a motion that we ask the membership to approve raising the CAP to \$50 with an increase of no more than 5% per year. Seconded by Vice President O'Such. Unanimous. The motion carried.

Home Office Applications

Brian McCliment c/o Kathleen B. Kudlo 543 Sarto Court - for the purpose of paperwork for a painting business. They agree to abide by County Ordinance 95 – 9.

Motion:

Secretary Chitwood made a motion that we approve the home office application for 543 Sarto Court. Seconded by President Priester. Unanimous. The motion carried.

Deed Violation Report

The report was presented to the Board.

Secretary Chitwood inquired about 950 Alcala and a trailer across the street.

Directors Comments:

Director Van Teem discussed having two delegates from each Unit of the Community to report concerns to the Board. This could increase attendance at the community meetings. A report was presented.

President Priester discussed the app Next Door to use as a vehicle to assist this effort.

President Priester thanked the members for supporting the Board through Committee participation.

Members Comments:

Darlene Van Teem commented on the drop off from the new paving.

Peter Dytrych commented on snype signs.

Ed Ferrell thanked President Priester for his work on the Board.

Judy Vershave commented on accepting donations for the pier.

Marsha Ferrell commented on holding a fund raiser for the pier replacement project.

Michael Mele commented on the Shores Community and the cross ditches left behind by the County culvert project.

He inquired about the catch basins.

Lawrence Hamilton inquired about installing artificial turf on his lot in Tuscany.

Lucille Graham informed the Board and Membership about a stalking issue she encountered on Christina Drive and at the Riverview facility.

Meeting Adjourned.

President

Secretary