

ST. AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING

JANUARY 14, 2016

The St. Augustine Shores Service Corporation's Board of Directors meeting was called to order by President James Priester at 7:00 P.M. Present: Director James O'Such, Director Winston Burrell, Director Sue Chitwood, Secretary Rachel Diamond. Excused absence Vice President Jerry Zinn 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 10, 2015 and December 16, 2015.

Motion:

Director Burrell made a motion to accept the minutes as presented. Seconded By Secretary Diamond. Unanimous. The motion carried.

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

General Manager Smith explained the decrease in operating cash and the decrease in the reserve funds.

Board Discussion.

Managers' Report - Joseph H. Smith III

Old Business:

Storm Water Drainage System Update

General Manager Smith informed the Board that Daniel R. Jones Excavating has submitted an addendum to the cost of the proposal approved and awarded at the October 8, 2015 Board of Directors Meeting for the dredging and peninsula work on Tract M Unit 7 East of Valverde Lane and Tract D Unit 3 West of Viscaya Blvd. Daniel R. Jones has failed to commence work on these projects since being awarded the project October 9, 2015. On December 23, 2015 Jones submitted a change to the contract price that was approved at \$41980. He proposes to add \$3375 to replace sod at the access area South of 345 Valverde Lane and has the word Estimate in bold print, capitalized and underlined to imply an open ended proposal which states the cost will be determined on the amount of sod used or any irrigation repairs needed.

Board Discussion.

The Board concluded that lack of effort, the 90 day delay and the change in terms of the contract that was approved breached the contract.

Motion:

Secretary Diamond made a motion to go with Yelton Construction based on his original proposal of \$49750. Seconded by Director Burrell. Unanimous. The motion carried.

Progress on Board Goals

Curb Appeal – Current projects include the installation of a well and pump at 506 Shores Blvd. This well will service the median on Christina Drive and Shores Blvd. The installation is scheduled for January 27, 2016. New landscaping has been planted at the main entrance and the Deltona Blvd. entrance near Ameris Bank.

Board Discussion

General Manager Smith read an evaluation report submitted by arborist Jason Shaw in response to questions on the condition of the live oak trees in the median at the Deltona entrance.

Safety/Security – Smith informed the Board that the General Liability Insurance provided by Auto Owners Insurance was recently at risk of non-renewal status due to lack of information on the scheduled maintenance of sidewalks. We currently pay \$12,000 annually for the premium and quotes were being submitted at \$150,000 annually. After several discussions with Wayne Howell, broker/owner, Herbie Wiles Insurance it was determined that the due diligence of the Board and Management in addressing the damaged sidewalks through operations and reserve study components rendered us eligible for renewal.

We are still working with Tyco and Scott Alarm on bids to install card access controls at the office door, the pier gate and the gate to the boat and RV storage facility.

Board Discussion

Operations – The 2015 Dreux Isaac Reserve Fund Study is complete. Copies are available upon request.

Eloise Romais has been hired to fill the Riverview Event Coordinator position.

Action Status List Update

Secretary Diamond presented the report summarizing the projects that have been completed and those in progress.

Board Discussion

The Board was informed that SJRWM did not permit a designed drainage system for the boat and RV storage facility. Mathews Design Group can be engaged to design a drainage system.

Committee Reports

ACC Committee – President Priester

Fence Variance request. Troy and Elisia Watson 93 Catalina Circle.

They request to move their fence forward of the rear of the house to the corner of the enclosed Florida Room because the only access to the back yard is from the door on the side of the house that is behind the Florida Room but forward of the rear of the house. His 67 year old Mother would like access to the fenced area from the house.

Board Discussion

Motion:

Secretary Diamond made a motion that we approve the Variance for 93 Catalina Circle. Seconded by Director O'Such. Ed Ferrell commented on the variance and follow up on the variance. Unanimous. The motion carried.

The ACC Committee held one meeting in the month of December. They approved 6 applications.

2 fences

1 new home

1 pool enclosure

1 pool repair

1 screen room

Total approved YTD 153.

Riverview Building and Grounds Committee

Secretary Diamond read a report on the goals and progress of the committee.

Motion:

Secretary Diamond made a motion to establish a Shores Activities Club to continue activities formerly under the Recreational and Social Organization. Seconded by Director Chitwood. Members commented on notification of meetings, replacement and

future activity plans, and the offering of recreation to the community. They wanted to know who is going to set up the dances, take the money and coordinate the events.

The Board is relying on volunteers to continue to coordinate these activities.

The concept of message boards was discussed.

Director O'Such commented on the extra burden this activities club will place on the office staff.

General Manager Smith said the office staff will continue to collect membership fees and that volunteers need to continue to run the programs.

Director Burrell suggested funding these activities by raising the maintenance fee by \$1. This will provide an additional income of \$41000 annually.

Unanimous. The motion carried.

Motion:

Secretary Diamond made a motion that the Board accepts the new rate schedule presented and that these rates go into effect immediately. Seconded by Director Chitwood. President Priester presented the rate schedule. Members commented on the new rates. Director Burrell commented on the contracts for the dances and the commingling of funds.

Unanimous. The motion carried.

Motion:

Secretary Diamond made a motion that the Board accepts a financial donation from the Recreational and Social Organization for the sole use of continuing activities under the newly formed Shores Activities Club. Seconded by Director Chitwood. Unanimous. The motion carried.

New Business

Annual Meeting

The annual meeting will take place on May 6, 2016. Any member that wants to be included on the Ballot for election of the Board of Directors must submit their application to the office by February 22, 2016.

Director Chitwood would like to review the Condo Manager Program to determine the parameters. She would like to amend the By-Laws to limit Board Member absence.

Home Office Applications:

Philip Wright 65 Angelo Lane submitted an application for a home office for his landscaping business. He agrees to abide by County Ordinance 95-9 and will use this address for mailing only.

Motion:

Secretary Diamond made a motion to approve the home office application for 65 Angelo Lane. Seconded by Director O'Such. The membership commented on follow up.

Unanimous. The motion carried.

Deed Restriction Report

The report was presented to the Board

Board Discussion

Directors Comments:

Director O'Such commented on funding for these activities.

Secretary Diamond stated that funding for any activity requiring a paid instructor would come from the members participating in those activities.

Director Burrell commented on the need for basketball courts.

Director Chitwood commented on the concrete car stops that need attention.

She commented on looking at other avenues to collect delinquent accounts.

She would like to re-evaluate our current corporate attorney.

She would like the web site addressed.

She would like an upgrade on the lighting around the Riverview Facility.

She would like the Event Coordinators job description re-written and would like to add a part time employee to assist with this position.

Membership Comments

The membership commented on the signs to the entrances and around the Riverview facility.

They inquired about compliance with the home office applications and county Ordinance 95-9.

There was an inquiry about sidewalks in front of lots on Cortez.

There was comment on legal fees.

A member commented on limiting the number of fishing poles a member could use on the Shores Pier. Signs have been erected limiting each member to 2 fishing poles.

There was comment on marketing the building.

There was a report that the light on the pole by the keypad to the storage facility is out.

There was comment on committees for the community.

There was comment on skype signs in the community.

President Priester commented on the Shores Activities Committee and thanked the community for their support.

Meeting Adjourned.

President

Secretary