

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

**MARCH 14, 2019**

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

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

### **Approval of the Minutes – February 14, 2019**

#### **Motion:**

Director Van Tiem made a motion to approve the minutes of February 14, 2019. Seconded by Treasurer Lorbeer. Unanimous. The motion carried.

Discussion Secretary Arocha inquired about minutes for the February 26, 2019 Budget Presentation meeting.

General Manager Smith stated that the meeting was not recorded, and minutes were not recorded but could be provided upon request.

Secretary Arocha inquired if the Budget Presentation meeting could be discussed.

Director DiTomaso was under the impression that anytime we have a called meeting and it's established 48 hours before that we have minutes for that meeting. We don't know what happened, who voted how and who was present.

The vote to approve the proposed budget was unanimous. The four directors who attended the meeting were President Austin Dietly, Vice President Thomas Filloramo, Treasurer Claire Lorbeer, and Director Phil Van Tiem.

### **Treasurers Report – Read by Treasurer Lorbeer.**

#### **Motion:**

Director Van Tiem made a motion to approve the Treasurers report as read. Seconded by Vice President Filloramo. Unanimous. The motion carried.

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

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

### **Old Business**

#### **Progress on Board Goals**

##### Safety and Security

The key access system project for the tennis courts is in progress. A handhole has been purchased. We are waiting on FP&L to install.

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.

Reserve Study Update scheduled March 19<sup>th</sup>, 2019.

#### **Committee Reports**

ACC Committee – General Manager Smith

2 variance requests

Aaron Minyard 727 Gilda Drive. Post Facto fence approval. Mr. Minyard has a dog and would like to be able to let the dog out within the fenced in portion of the yard and to accomplish this he would have to move the fence forward of the rear of the structure, half way to the front of the house.

Board Discussion

#### **Motion:**

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

Roderick Soucie 343 Casuarina Circle. Mr. Soucie has a water line coming from the street to the side of his house that has been damaged several times by trucks offloading equipment. He would like to move the fence forward of the rear of the house to enclose the area where the damage is occurring.

#### **Motion:**

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

The ACC held one meeting in the month of February.

They approved:

4 Fences

1 Utility shed

A total of 5 approved.

Total YTD 64

Deed Restriction Amendment Committee – Kate Thomes

They are in the final push mode to distribute flyers for the get out and vote campaign. She needs volunteers.

She would like to thank the Board and Management for setting up the meet and greet the candidate meeting this evening.

Director DiTomaso inquired as to who is currently on the ACC Committee. There is one member Laura Amato. All other members have resigned.

He stated that there is one person that attended the last ACC meeting held on March 25, 2019 that is interested in being on the committee. Steve Raff. He stated that there were four Board members present at that meeting and that they made a motion to have Steve Raff put on that committee.

**Motion:**

Director DiTomaso made a motion that we put Steve Raff on that committee and get this thing built back up. Seconded by Director Amato. 4 yes votes 2 no votes Treasurer Lorbeer and Director Van Tiem. The motion carried.

PUD Committee – Secretary Nicolas Arocha.

The PUD committee was formed to conduct a number of tasks. One of them was to collect and document all of the master documents for all eight sections of the Shores.

To establish a partnership with the St. Johns Water Management District and with the County.

The water management system, all the lakes and the dam which is a tremendous liability.

He would like to include the PUD Committee draft list of documents, items of interest, questions and goals January 10, 2019, The Infrastructure Review Summary from Legal

Counsel February 14, 2019, PUD Committee Minutes with SJRWMD March 13, 2019 as attachments to the minutes.

He summarized the meeting with Alan Baggett, Program Coordinator, St. Johns River Water Management District.

None of the drainage retention facilities we maintain have been transferred from Deltona/Swan Development to the Shores Service Corporation.

Discussed the tremendous risk of the drainage pipes the Shores maintains.

We have spent close to \$200,000.00 on lining and repairing these pipes over the last three years.

These items would ultimately need to be funded in the Reserve Study.

The Dam needs to be inspected by a Professional Engineer and a report needs to be provided for guidance moving forward.

He stated that our attorney, Jeremiah Mulligan, provided a memo adviseing the Board that the PUD Committee should be allowed to continue this work and produce a final report to the Board.

He is very disappointed that the budget process did not include an increase in the maintenance fees that the Board fought for two years to provide funds for these projects.

He discussed the drainage issues resulting from surrounding development.

General Manager Smith informed the Board and the Membership that we have been funding the storm water management system in the Reserves since 2011.

Secretary Arocha is concerned that there is no funding for the dam in the Reserves.

Internal Audit Committee – Joan Stanton

They audited the check signing process and the petty cash. Nice robust system, good separation of duties, no adverse findings and things are running as they should in these areas.

Riverview Building and Grounds – Nicolas Arocha

He discussed maintenance of the existing tile at the front entrance, painting the building, and addressing the wall.

He has 2 more items that should be on the spreadsheet including sealing the doors.

General Manager Smith is soliciting bids for the front entrance project.

## **New Business**

### **Deed Violation Report**

General Manager Smith presented the report. Last months report and this month's report have 1 repeat.

### **Unfinished Business**

Director Ditomaso inquired about a pending lawsuit in the Conquistador.

He requested that we reply.

The pool building needs to be repaired.

The roof of the pavilion storage building.

### **Motion:**

Secretary Arocha made a motion to repair the roof at the pavilion storage area. Seconded by Director Ditomaso. Unanimous. The motion carried.

3% increase to the maintenance fee needs to be implemented.

Secretary Arocha discussed the increase to the costs and not increasing the maintenance fees.

He would like a performance-based increase system for staff.

General Manager Smith discussed the increase to the revenues and the decrease to the costs.

General Manager Smith stated that if the Board members that were not in attendance at the February 26, 2019 Budget Presentation meeting would have attended these decisions would have been explained.

Smith explained the cuts he made to the expenses.

Secretary Arocha mentioned that he sent an extensive email explaining why he could not attend the Budget presentation meeting.

Smith stated that the budget is being picked apart at the wrong meeting.

**Motion:**

Director Van Tiem made a motion that we table the discussion on the budget until we have a full Board.

Director Ditomaso takes acceptance to General Manager Smith stating that he missed a meeting because he hasn't missed one meeting except for that budget meeting because he was in the hospital he couldn't be at that meeting.

That meeting was very important to him and his comment is that he thinks we need the 3 percent that's minimal.

We should all get along.

Vice President Filloramo stated that the Budget has been approved and you can't change it now. We need to revisit this at the next fiscal year's budget presentation meeting.

He understands that the 3% gave the Board an option to be able to increase the dues.

Secretary Arocha would like the Board to get the budget two or three weeks prior to the meeting. To come up with constructive ideas so when Claire states that she does not have \$2000 to pay the attorney and were spending too much money which is all he hears from her then we want to make sure that she has money to spend when things get approved by the Board.

General Manager Smith suggests a week in advance.

He explained the budgeting process and he agrees that it is a lot of information to absorb.

The motion was seconded by Treasurer Lorbeer. Unanimous the motion carried.

**Directors Comments**

Secretary Arocha thanked all those in attendance and good luck to all the candidates and too bad there are only four openings for the Board.

Director Ditomaso thanked everyone that sent their best wishes.

The one thing that he wants to say to this Board is that he wants everyone to go home tonight and look in a mirror. Somebody made a comment that sometimes we bully people and that we are not civil to each other. He thinks we all need to look at that and just like tonight we can resolve any issue nobody is picking on Joe Smith, nobody is picking on Nick, nobody is picking on him. He appreciates everyone being here tonight.

Director Amato would like to back Kate on volunteers.

He would like to thank all committee members.

### **Members Comments**

Linda Dytrych asked who landscapes the entrance and maintains the sign at San Savino. The Service Corporation.

Discussion on Developers and turning property over to the Association.

She inquired about commenting on the web site and wants to know why her questions are not being answered.

There was comment on the ability of the Service Corporation to send emails.

Darlene Van Tiem requests parks in the South end of the community.

There was inquiry about maintaining the Pavilion area.

General Manager Smith made a public apology to Director Leonard DiTomaso because he didn't realize that Director DiTomaso didn't attend the budget presentation meeting because he was in the hospital on February 26<sup>th</sup> the night of the meeting.

Robert Stanton informed Linda Dytrych that she could enter her requests to the County in the Pride system.

Peter Dytrych commented on the 3% increase and supports the Board raising the maintenance fees.

Carol McCutchen inquired about the County reimbursing the Shores for damage to our property.

Meeting Adjourned

---

President

---

Secretary