

ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING

NOVEMBER 8, 2018

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, Treasurer Claire Lorbeer, Director Leonard DiTomaso, Secretary Nicolas Arocha, Director Mike Amato. Absent Director Phil Van Tiem. Quorum Established.

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

Approval of the Minutes – September 13, 2018 and October 11, 2018.

Director Arocha wanted the wording in the October minutes to reflect the broader scope of the agreement with St. Johns County.

Motion:

Vice President Filloramo made a motion to approve the minutes of September 13, 2018. Seconded by Secretary Arocha. 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.

Managers' Report - Joseph H. Smith III

Progress on Board Goals

Curb Appeal

We will be installing pine straw in the medians and mulch around the Riverview Facility in the month of November.

We will also rye seed the medians and the common areas which will help strengthen the St. Augustine grass.

We will be hanging Christmas lights next week at the entrances and the Riverview Facility.

The water line to the pier is installed, the spickets were installed, the table has been installed, and we will be installing the sink and stainless-steel pipe clamps to complete the project.

Safety and Security

The chain and combination lock were placed on the gate at the parking lot for entrance to the tennis courts.

The key card reader project is in progress.

Operations

Director DiTomaso requested discussion on the bid policy. The Board was provided a copy of the current policy.

General Manager Smith read the current bid policy that was approved in September 2015.

Board Discussion

Director Amato would like to add Tree Squad to the preferred vendor list.

Director Ditomaso feels that any bids that are between \$15000 and \$50000 should be sealed and opened at the Board meeting.

Secretary Arocha would like to have the bids sealed unless there is an emergency as stated in the policy.

John Ward inquired as to why the bids needed to be sealed if they are presented to the Board.

Joan Stanton stated the current policy follows normal accounting procedures and is working fine so why change the policy.

President Dietly agreed with the members and does not see a need to change the policy.

Director Ditomaso is concerned about manipulation of the bids and is a proponent of sealed bids to get a lower bid and better job.

Robert Stanton wanted an explanation of the actual process used while soliciting these bids. He feels the scenarios presented suggest that someone is leaking the information solicited and he has not seen any evidence of this occurring.

Director Ditomaso feels sealed bids would eliminate what could be and he thinks it would save some money for the community in the long run.

Director Amato stated that sometimes the lowest bid is not always the best bid.

General Manager Smith commented on the bid solicitation process he is currently working on for the accordion walls in the Riverview Ball Room.

Don Reed stated that sealed bids guarantee the inability of ethical violations.

Motion:

Director DiTomaso made the motion that we change the bid policy to sealed bids opened at the Board meetings.

President Dietly stated that at this point we have a motion to change the second tier of the bid policy to sealed bids to match the verbiage for bids of over \$50,000.

Director DiTomaso concurred.

Seconded by Secretary Arocha. 4 yes votes Secretary Arocha, Vice President Filloramo, Directors DiTomaso and Amato, 2 no votes President Dietly and Treasurer Lorbeer. The motion carried.

Pool Deck Litigation – Parry Pools insurance company denied their claim on the project. They hired a new attorney who filed a motion to dismiss received by counsel November 7th. We are going to set it for hearing and move the case along.

Board Discussion

Agreement with St. Johns County – Director Arocha is concerned about drainage with all the new development. He would like a committee formed to address this issue and a number of other issues addressed in his proposed draft.

Obtain copies of the original Master plan of the Shores community with all exhibits.

The zoning maps are not consistent between the county web site, the map in the Service Corp. office and the map that he has in his file.

San Savino has ponds with fountains that the general community does not have access to, but the Shores maintains them.

He would like to build a committee of Board members and members of the association that are going to look at the original documentation and bring that up to date.

Board Discussion

President Dietly stated that Jeremiah Mulligan will be attending the December 6th meeting to express his opinion on the subject in an open meeting.

She stated that we are not going to make any decisions on this subject without legal counsel present.

Donations from Baker Company - a picture of the gazebo being donated and the cost sheet breaking down the components was distributed to the Board.

The gazebo will be delivered in the next couple weeks and placed in a strategic location to promote wedding rentals.

Committee Reports

ACC Committee – General Manager Smith

The ACC held one meeting in the month of October.

They approved:

5 fences

1 sidewalk

1 swimming pool

1 swimming pool enclosure

1 utility shed

A total of 9 approved.

Total YTD 38

We need to approve the new co-chair people for the ACC committee – Richard Nowell & Gina Ross.

Motion:

Vice President Filloramo made a motion that we approve Richard Nowell and Gina Ross as co – chairs on the ACC committee. Seconded by Treasurer Lorbeer. Unanimous. The motion carried.

We need to approve two new members for the ACC committee – Todd Osborne, 120 Bilbao and Greg Mills, 217 Merida.

Motion:

Treasurer Lorbeer made a motion to approve the new members for the ACC. Seconded by Vice President Filloramo. Unanimous. The motion carried.

President Dietly pointed out a potential conflict with one of the new members.

Director Amato stated that we should make sure the conflict has been addressed.

Laura Amato stated that she offered to be on the ACC committee and was told 4 months ago that she would be voted on to the committee.

Motion:

Treasurer Lorbeer made a motion to approve Laura Amato for the ACC. Seconded by Vice President Filloramo. Unanimous. The motion carried.

Riverview Building and Grounds Committee – General Manager Smith distributed an updated spreadsheet with cost estimates for the different projects as requested.

Deed Restriction Amendment Committee – Kate Thomes

Kate gave an update and informed the Board that passing out the new fliers and speaking with members at the yard sale was a success.

Discussion on Committees

Director Van Tien is the current chairman of the Internal Audit Committee.

The Board decided since Director Van Tien is out of the state for several months every year, we should make a change and elect a new chairperson.

Motion:

Vice President Filloramo made a motion that we add Joan Stanton, Don Reed, and President Dietly to the Internal Audit Committee. Seconded by Treasurer Lorbeer. Unanimous. The motion carried.

There was discussion on combining some committees because there are far too many committees.

Director DiTomaso expressed the importance of the Search committee and offered to chair that committee.

The Board decided to combine the Election committee and the Search committee.

Motion:

Secretary Arocha made a motion to place Director DiTomaso as chair of the Search committee and add Ellie Romais as chair of the Election committee and add Brad Smith as a member of the election committee.

Secretary Arocha offered to chair the newly named PUD committee which will combine the Parks, Trails, Recreation and Open Space committee and the agreement with St. Johns County project/committee.

Motion:

Vice President Filloramo made a motion to update the name of the committee to the PUD committee and to place Director Arocha as chair and add John Ward, Director DiTomaso and Chris Nourse to the committee. Seconded by Director Amato. Unanimous. The motion carried.

Deed Violation Report

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

There was discussion on enforcing lawn maintenance.

General Manager Smith read a statement from legal counsel, Jeremiah Mulligan, that advised against sending people in to maintain the lots.

A Blight ordinance was discussed.

Board Discussion

Directors Comments:

Director DiTomaso commented on the attendance and commended Kate for her work.

He feels that the Board of Directors started off on the wrong foot and we are starting to jell and would like to see that continue.

He stated that he gave Secretary Arocha his Board certification class certificate and inquired if Secretary Arocha had received certificates from any other Board members.

He feels that the course was very beneficial, and he thinks that everyone should take the class.

Secretary Arocha concurs.

President Dietly stated that all Board members were legal with signed affidavits and if any member would like to take the class in the future, they are more than welcome to but as of now all members are legal.

Treasurer Lorbeer commented on the view from the shoreline of the lakes.

Secretary Arocha thanked the Board and Manager for putting up with him because he can be difficult at times and he agrees with Director DiTomaso he has a really good feeling about the Board's ability to work together and he feels a lot of good things can happen.

Director Amato expressed his displeasure with our current legal counsel, Jeremiah Mulligan Coquina Law Group, because he takes a long time getting back to us on matters.

Secretary Arocha wants an attorney that is more energetic and is held on a retainer.

Members Comments

Joe Watson commented on renting the hall to a medium and that we should not promote this type of event.

Don Reed wants us to reconsider moving fence lines forward of the rear of the house.

Carol McCutchen requested cameras at the pier with facial recognition.

Meeting Adjourned.

President

Secretary