

Grand Caribbean at Perdido Key Homeowner's Association
Board of Director's Meeting Minutes
January 12, 2019
13351 Johnson Beach Road, Pensacola, FL

1. Call Meeting to Order

Les Jones called the meeting to order at 9:00AM CST

2. Roll Call to Establish Quorum

Board Members Present: Les Jones, President
 Jacob Ingersoll, Vice President
 David Hamner, Treasurer
 Betty Sheets, Secretary
 Carl Shackelford

Key Concepts Management David Hubbell, CAM

Owners Present: Carol Jones – 413W
 David & Marilyn Farrow – 401E
 J Lowdermilk, 404E
 Brandi Ingersoll, 417E
 Andy Mer, 214
 Rick Wilderman, 303E

3. Proof of Notice of Meeting

Notice was posted on the property 48 hours prior to the meeting in accordance with the Grand Caribbean governing documents and Florida Statute 718. It was pointed out that the date and time of the meeting were missing from the agenda.

4. Approval of Previous Meeting Minutes

David Hamner made a motion to approve the Board of Director Meeting Minutes from December 1, 2018. Jacob Ingersoll seconded the motion. All were in favor and the motion passed unanimously.

David Hamner made a motion to approve the Special Board of Director Meeting Minutes from December 15, 2018. Betty Sheets seconded the motion. All were in favor and the motion passed unanimously.

5. Report of Officers

a. Finance – David Hamner

David Hamner reported that the Grand Caribbean Treasurer's Report for the month ending December 31, 2018 had revenue of \$56,700 and expenses totaling \$49,168.

Mr. Hamner reported that the revenue was in line and the significant expense variances were:

1. Fire alarm services were \$2,255. This was for the repair to B&C Fire and Safety on the cellular monitors.
2. Miscellaneous Maintenance. Lounge chair repairs of \$1,195.

Mr. Hamner further reported that the association had only three Owners who were in arrears and they were Samuels, 415W in the amount of \$482.60, Odem, 108E in the amount of \$1,804.80 (this unit is in probate) and Curry, 302W in the amount of \$780.00.

b. Maintenance

Jacob Ingersoll reported that he had not heard from anyone to be on the Maintenance Committee. It was recommended that another email be sent to Owners to solicit participation.

Jacob is working on a tracking of maintenance issues so that there is a better way for Owners to report maintenance issues. The tracking would notify Key Concept as well as Committee Members and Board Members of maintenance issues. In the meantime, cleaning and maintenance issues should be reported to David Hubbell at Key Concepts and not asking Janitorial or Maintenance. Jacob would also like for the Committee members to review the list of maintenance items and prioritize maintenance issues on a monthly basis. Jacob will research a reporting and tracking mechanism and perhaps this could be done on the website.

It was also noted that the website is currently out of date.

c. Building

Carl Shackelford reported that he also would like to have Owners participate in the Building Committee. Some of the issues the Board is currently working on are:

- Network Communications – the Board is trying to obtain a signed contract from Network Communications. The Board is also in the process of obtaining quotes from other service providers to see how different the cost of service would be.
- Fire Suppression System – work was completed in December and the Elevator Company and Fire Department can now be notified in case of an emergency.
- Boardwalk Steps – the Board is waiting on an easement agreement to see if these steps can be built. The Board does not want to spend the money if the steps will not be in compliance.
- Security Cameras – the Board has received 3 proposals to have security cameras installed in an effort to deter violations. An RFQ will be created so that all contractors are bidding the functional specifications. We want the cameras to over parking lot and dumpster, elevator area and breezeway, to pool gates so that the cameras can see dogs in pool area and entry gates which looks like a 5 camera system. The Board wants to be responsible and make certain that the security camera system works for everyone.

d. Landscaping

Betty Sheets reported that she has three members on her Committee. They are Marilyn Farrow and Kim & Robert Rouse. Plans to meet with Ken Griffin Landscape Contractors are in the works to hear there suggests resolving issues and obtaining quotes for several projects on the property. These include:

- Hillside erosion between the East and West Building

- Landscaping debris Issues surrounding pools
- Mulching in the front of the buildings
- Address sprinkler system issues
- Rehabilitating turf
- Plan for improving the overall grounds

The Committee plans to meet with Florida Extension Service to learn of plants native to this area before getting quotes for additional plantings.

Betty reported that maintenance staff would spread winter rye at a cost of no more than \$500 as a temporary fix to the erosion on the hill.

6. Old Business

a. Amending Rules & Regulations and Violations

Les Jones reported that he had heard from our attorney that only tenants who rented with a Service Animals wearing vests should be allowed at the Grand Caribbean. Therefore it was suggested that any reference to emotional support pets be removed from the Rules & Regulations.

After much discussion Jacob Ingersoll made a motion to remove the word emotional support from the Rules and Regulations for Grand Caribbean. Carl Shackelford seconded the motion. All were in favor and the motion passed unanimously.

Revised Pet Rules reads:

1. Owners ONLY are permitted to have pets. NO EXCEPTION
2. Pets are NOT PERMITTED in the pool area per Florida State Statute; \$500 fee for violation.
3. Keep pets on leashes at all times they are in the common areas and clean up after your pets.
4. Owners will be held responsible for themselves or their guests who violate Pet Rules at a fine of \$150 fee per occurrence (not on leash and not cleaning up after pet).
5. Appropriate documentation required for certified service pets brought in by guests.

Les Jones stated that the Grand Caribbean Violations did not include fines to owners for renting to guest with pets and it was suggested that the Violations be amended that would reflect a fine be imposed.

After much discussion Jacob Ingersoll made a motion that a fine for non owners bringing pet or pets to any unit be given a 24 Hour Warning posted on the unit door, telephone call and email to owner, and if the pet or pets are not removed after 24 hours the Owner will pay a \$150 per day fine until the pet or pets are removed. An email and mail notification will be sent to Owners announcing this new policy; this new violation will be effective February 1, 2019. This violation does not include certified service pets with proper documentation. Betty Sheets seconded the motion. All were in favor and the motion passed unanimously.

The Revised Violations reads:

- **Pets (Owner & Guest)**
 - Pets off leash or not picking up after pets relieve themselves
 - \$150 fee per violation
 - Pets in the pool
 - \$500 fee per violation
 - Owners that Rent to Guest with Pets
 - Warning with Telephone Call, Email Notification and Door Posting - Guest has 24 Hours to remove pets; Thereafter \$150 per day fine imposed

7. New Business

a. Dog Walking Area

Les Jones recommended that signage be placed near the lake designating it as the dog walking area. Owners walk their dogs all around the property and Owners who pick up poop is still leaving residue on the ground. Many guests and owners walk barefoot or in flip-flops and walk through his residue.

After much discussion it was determined that it would not be advisable to designate an area to walk dogs, however, Owners are reminded that the Grand Caribbean does have a violation of \$150 for not picking up after your pets and there is a definite reminder that Owners are NOT PICKING up after their pets.

Owners are encouraged to take a photo of such activity and send the photos to David Hubbell so that he can send the fine to the Owner.

b. Parking Enforcement

Les Jones recommended that staff get into the habit of issuing parking violations if Owners or Guests do not have the property Grand Caribbean decal or hang/mirror tag posted in their vehicles.

e. Teleconference Equipment

Jacob Ingersoll suggested that a teleconference unit be purchased from Amazon for the next meeting when a board member would have to call in for the meeting, The smart phones are not affective to hear what is being said at the meeting.

Carl Shackelford will investigate how an Internet line can be run to the Library in the future when the Network Communications issues are resolved.

Jacob Ingersoll made a motion to order a unit the next time a board member would not be attending the meeting from Amazon at a cost of approximately \$200. David Hamner seconded the motion. All were in favor and the motion passed unanimously.

Betty Sheets will order the unit from Amazon.

3. Scheduling of Next Board Meeting

The next scheduled Board Meeting will be held March 9, 2019.

4. Adjournment

Jacob Ingersoll made a motion to adjourn the meeting. Carl Shackelford seconded the motion. All were in favor and the motion passed unanimously. Meeting adjourned at 10:45 AM

Submitted by,

Betty Sheets, Secretary

Grand Caribbean at Perdido Key Owner's Association, Inc.

Grand Caribbean at Perdido Key Owners' Association, Inc.
c/o Key Concepts Realty, Inc.
13880 Perdido Key Drive, Pensacola, FL 32507
850 492-5462 (Office) 850 492-5924(Fax)

RULES & REGULATIONS

EMERGENCY NUMBERS

Emergency	911
Escambia County Sheriff	850 436-9620 – Responds 24 hours
Association Maintenance	850 492-5462
Vacation Rental Maintenance	Call your rental company
After Hours Maintenance Emergency	850 378-7275 (Dave Hubbell)

PARKING RULES

1. **All vehicles (Passenger Car, Pick-up Truck and Motorcycle) must have a parking decal or parking pass obtained from Key Concepts.** Owners and Rental agents are required to issue parking passes to all Guests.
2. No large trucks, motor homes or other oversize vehicles including boats and trailers.
3. **Vehicles WILL BE towed if a valid parking pass is not displayed.**

POOL/HOT TUB AREA RULES

1. Pools/Hot Tubs are open from **8:00 a.m. to 10:00 p.m. NO EXCEPTIONS**
2. **No lifeguard on duty. Swim at your own risk.**
3. **NO Children under 13 should be UNATTENDED IN THE HOT TUB.**
4. **NO Children under 14 should be UNATTENDED in the POOL.**
5. **NO FOOD, SMOKING, GLASS CONTAINERS OR PETS (Refer to Pet Rules) permitted within the pool or hot tub fenced area.**
6. Owners and Guests are requested to shower off sand before entering the pool.
7. Any person, who is incontinent, or not fully potty trained, **must wear SWIM DIAPERS at all times while in pool.** Diapers must be changed prior to entering the pool and immediately after leaving the pool. DO NOT dispose of used SWIM DIAPERS in pool garbage containers.
8. Owners and Guests must remove all items from the pool area. Items left in pool area will be disposed.

PET RULES

1. **Owners ONLY are permitted to have pets. NO EXCEPTION**
2. **Pets are NOT PERMITTED in the pool area per Florida State Statute; \$500 fee for violation.**
3. Keep pets on leashes at all times they are in the common areas and clean up after your pets.
4. Owners will be held responsible for themselves or their guests who violate Pet Rules at a fine of \$150 fee per occurrence (not on leash and not cleaning up after pet).
5. Appropriate documentation required for service pets brought in by guests.

GARBAGE RULES

1. No garbage bags, containers or other disposable items may be placed on the walkways. Please bring all of your trash to the dumpster located in the parking lot.
2. ONLY household garbage in dumpster only

REMODELING RULES

1. Owners remodeling a unit must submit Owner Unit Remodeling Form to Key Concepts prior to start of project.
2. Owner violation fee of \$500 failing to submit proper documentation.
3. Owner, contractor or service vehicle trailers permitted 8:00 a.m. to 5:00 p.m. for delivery ONLY.
4. Owner or Contractor will NOT place construction debris in dumpsters.

NOISE RULES

1. Quiet Hours are 10:00 p.m. to 8:00 a.m.
2. No loud music, excessive noise or other disturbances will be allowed at any time.

COMMON AREAS RULES

1. Grills and flammable material of any kind are not allowed on patios/balconies.
2. Personal Items may not be kept on the walkways at any time.
3. Canopies of any kind are not allowed.
4. No towels or other objects may be hung over balcony rails at any time.
5. Luggage carts are provided for owners and their guests and riding on carts is strictly prohibited. Carts are to be returned to elevator area immediately after use.
6. Children must be supervised at all times.
7. Grand Caribbean is not responsible for lost or stolen items.

General Well Being of Community:

Each person, whether it be Owner or Guest shall have due regard for the comfort, convenience and pleasure of other occupants of the community.

In this connection, no person shall permit any nuisance, including but not limited to the making of excess noise, smoking outside designated area, or carrying on any activity that is in violation of any state law or county ordinance.

Grand Caribbean website: <http://www.gulfcoastarea.com>
david@gulfcoastarea.com

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Board Approved on January 12, 2019

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c/o Key Concepts Realty, Inc.
13880 Perdido Key Drive, Pensacola, FL 32507
850 492-5462 (Office) 850 492-5924(Fax)

RULE VIOLATIONS

- **Parking**
 - Owners and guests must display Parking Pass at all times
 - Vehicles are ticketed and towed after 24 hours
 - No large trucks, motor homes or other oversize vehicles including boats and trailers except for deliveries.
 - Vehicles will be Towed
- **Pool Area Violations**
 - Smoking, Food, Glass
 - Owner may be fined \$50 per violation
 - Pets
 - Owner fined \$500 fee per violation
 - Excessive Noise; Foul Language; Loud Music
 - Notify Sheriff's Office
- **Pets (Owner & Guest)**
 - Pets off leash or not picking up after pets relieve themselves
 - \$150 fee per violation
 - Pets in the pool
 - \$500 fee per violation
 - Owners that Rent to Guest with Pets
 - Warning with Telephone Call, Email Notification and Door Posting - Guest has 24 Hours to remove pets; Thereafter \$150 per day fine imposed
- **Remodeling**
 - Owner must submit Unit Remodeling Form prior to start of construction
 - Owner pays \$500 if proper documentation is not submitted
 - Owners remodeling a unit must make arrangements to dispose of their waste materials. Owner will be charged excess garbage fee of \$250 if such arrangements are not made.
- **Common Area**
 - Towels or anything else hanging on Balcony
 - Notification to abide by Rules & Regulations; Owner may be fined \$25 for repeat offenses

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