

**Grand Caribbean at Perdido Key Owner's Association, Inc.**  
**2019 Annual Member Meeting Minutes**

October 12, 2019

Perdido Bay United Methodist Community Center, 13660 Innerarity Point Road,  
Pensacola, FL

**1. Call Meeting to Order**

President Les Jones called the meeting to order at 2:02 PM CST. Jenny Mayer, 415 E, April Wright, 102W and Marilyn Farrow, 401E volunteered to open proxies and ballots.

**2. Roll Call to Establish Quorum**

Board Members Present: Les Jones  
Jacob Ingersoll  
Carl Shackelford  
David Hamner  
Betty Sheets

Management Present: David Hubbell, Key Concept Realty, Inc.

Owners Present: 22 Owners were present

**3. Proof of Notice of Meeting**

Notice was properly posted and mailed to Owners in accordance with the Grand Caribbean at Perdido Key Owner's Association, Inc. governing documents and Florida Statute 718.

**4. Waiver of reading previous Annual Meeting Minutes**

Jacob Ingersoll made a motion to accept the minutes of the October 13, 2018 Annual Meeting. Carl Shackelford seconded the motion. 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 August 31, 2019 had revenue of \$58,914 and expenses totaling \$65,271.

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

1. Pool/spa repairs of \$2,276 included repairs to the west spa pump, chlorinator and pump trap housing.
2. Pool supplies \$1,747 pool chemicals east and west.
3. Security services included \$5,448 for the half deposit on the security cameras. Mr. Hamner reminded us that we were using the carry over from last year's budget for this expense.

David Hamner then reported the Treasurer's Report for the month ending September 30, 2019 had revenue of \$58,636 and expenses totaling \$56,050.

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

1. Miscellaneous Maintenance supplies of \$2,079 for the four metal stairwell repairs.

Mr. Hamner further reported that the association had six Owners who were in arrears and they were Odem, 108E in the amount of \$6,982.11 (this unit is in probate), Morrill, 202E in the amount of \$2,543.39, McCray, 206E in the amount of \$3,868.38, (both of these units are in foreclosure) Grand Caribbean, 211W in the amount of \$10156.95 (this unit is bank in bankruptcy) Walbourn, 302E in the amount of \$1,305.00 (this seems to be an error between banks), Curry, 302W in the amount of \$2,115.00. Many of the delinquent Owners have been turned over in for legal action.

Mr. Hamner further stated the HOA had opened new accounts for the purpose of increasing returns on funds in the bank:

|                           |                              |
|---------------------------|------------------------------|
| Operating Account         | \$ 45,038.80                 |
| Insurance Escrow Account  | \$ 60,001.90                 |
| Reserve Checking          | \$142,884.26                 |
| Reserve Money Market      | \$201,686.44                 |
| Certificate of Deposit #1 | \$100,000.00 matures 1/20/20 |
| Certificate of Deposit #2 | \$100,000.00 matures 6/26/20 |

Mr. Hamner also reported that year to date interest earned on investments since beginning in June 2019 was \$1,688.34. Prior to moving our funds from BB&T to Synovus there was no interest earned on HOA Funds.

#### **b. Maintenance**

Jacob Ingersoll reported that a person with maintenance experience has been hired for the cleaning position and this person will be able to assist James in some of the many ongoing maintenance issues.

The pool repairs that are currently being done are under warranty. The Association is hold a check to Faithful Pools in the amount of \$6,000 until this work is completed.

Mr. Ingersoll also reported a metal worker, saving us a considerable amount of money, also recently made repairs to rusted treads on the stairwells.

#### **c. Building**

Carl Shackelford reported on the following building issues:

- o **Fire Alarm and Elevator** – Mr. Shackelford stated his first task after being elected to the HOA Board was to make certain the Fire Alarm and Elevator had phone access since Network Communications had failed to provide this service even though they said they could. It was a dangerous situation for us all.

- o **Network Communications** - The HOA is in the second year of a seven-year contract with Network Communications and everything that could be done to get out of this contract has been done to no avail, according to our Attorney. The HOA is reminded to have legal review with any large contract going forward. Mr. Shackelford and Mr. Jones have been meeting with Network Communications on a regular basis and plan to continue. New Wi-Fi equipment has been installed in most of the units and Owners agreed that there has been an improvement. It was reported that there had also been an improvement with customer service. Owners that have issues are encouraged to contact Network Communications directly for resolution. Simple instructions for accessing the TV's will be posted on the website for Owners.
- o **Security Camera Update** - Mr. Shackelford reported the camera systems (5 at each building) have been installed, but once completed they will not be monitored 24/7. Cameras were placed on a pole close to the gate entry as was suggested by the camera contractor in order to capture license plate numbers. This is a new setup for all of us and adjustments may be made. The pole will be painted by maintenance in the near future.
- o **Boardwalk Steps** – Mr. Shackelford stated Escambia County Building Inspections has approved the Boardwalk egress and issued a Permit to Grand Caribbean. We are required to build a 62-foot ramp to comply with the 12/2 ratio for the county's handicap standards. Mr. Shackelford will continue conversations to resolve the Boardwalk steps issue with Sandy Key and Parasol and will try and get them to split the cost. If they do not agree to help fund it, we at least need to try and be a good neighbor and get their sign off. Our legal team will need to be involved before we can move forward. Steps and sandbags are not acceptable and should not be constructed or added. CAM David Hubbell clarified that we provide insurance for the boardwalk tip to end, but we are not responsible for egress that is not part of that same construction.

Mr. Shackelford then wanted to thank Key Concepts Management. He stated that Key Concepts could not be a better partner to handle HOA Association issues. Key Concepts contract states that it has the ability to charge the Association any time the CAM is called in for after hour and weekend calls. Key Concept Management is not 24/7. The camera access might be one way we can avoid this charge. Key Concepts would require access to our cameras off-site to make this possible.

#### **d. Landscaping**

Betty Sheets reported that mulching is currently being done. Ms. Sheets further stated that payment to Ken Griffin Landscape Contractor will be held until all weeds are removed and mulch is completed to our satisfaction.

### **6. Old Business**

Question was raised about the Gate Codes. Gate Codes are posted on the Website.

*Key Concepts has set up a website for the Grand Caribbean at [gulfcoastarea.com](http://gulfcoastarea.com)  
Owners should click on TAB MORE about a third of the way down on the page and they will  
find the Grand Caribbean. Click on the Grand Caribbean and enter the **passcode GC2018**  
Owners will find agendas, minutes of meetings, rules and regulations and by laws  
Contact Key Concepts at 850 492-5462 for questions about this website or other issues*

#### **7. Election of Officers**

At the completion of the tallying of votes Mr. Jones reported that Betty Sheets, Les Jones and Peggy Hammes had been elected to the Board.

#### **8. Vote on Funding Reserves**

A quorum voted for less than full funding of reserves than is required by 718.112(2)(f), Florida Statutes for the next fiscal/calendar year.

The vote to amend the by-laws to make the Grand Caribbean patios smoke free did not pass.

#### **Scheduling of Next Board Meeting**

The next Annual Meeting will be scheduled for October 10, 2020.

#### **9. Adjournment**

Betty Sheets made a motion to adjourn the meeting. Carl Shackelford seconded the motion. The motion passed unanimously. Meeting adjourned at 3:33 PM

Respectfully Submitted by,

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