

Grand Caribbean at Perdido Key Owners' Association
Board of Director's Meeting Minutes
November 16, 2019
13351 Johnson Beach Road, Pensacola, FL

1. Call Meeting to Order

Jacob Ingersoll called the meeting to order at 9:01 AM CST

2. Roll Call to Establish Quorum

Board Members Present: Les Jones
 Jacob Ingersoll
 Carl Shackelford
 Betty Sheets
 Peggy Hammes

Owners Present: Fran Opitz, 405E
 Barbette Driver, 404E
 Ken Brown, 103E
 David & Cheryl Brouard, 215E
 Carol Jones, 413W
 Sam Myers, 203E
 Linda Walker, 315E
 Kim & Robert Rouse, 311W
 David & Marilyn Farrow, 401E

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

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.

4. Approval of Previous Meeting Minutes

Peggy Hammes stated she wanted the October 12, 2019 correct minutes to reflect that she had nominated herself for Treasurer and Jacob Ingersoll seconded her nomination and on page two she had not nominated Les Jones for Vice President and had nominated Les Jones for President. Les Jones also wanted noted that Carol Jones had attended the meeting.

Carl Shackelford made a motion to correct the minutes from October 12, 2019 to show that Peggy Hammes nominated herself for Treasurer and Jacob Ingersoll seconded her nomination and on page two Peggy Hammes did not nominate Les Jones for Vice President and on page one had nominated Les Jones for President; and add that Carol Jones was also in attendance. Jacob Ingersoll seconded the motion. All were in favor and the motion passed unanimously.

5. Report of Officers

Jacob Ingersoll stated that the 2020 Budget would be moved to after Landscaping report due to items that needed to be voted on.

a. Maintenance

Jacob Ingersoll gave the maintenance report stating that a new custodial staff had been hired that also has maintenance experience. The walkways and stairwells have been power washed and things are looking better. Mr. Ingersoll further stated that the tiles in the pools were under warranty and would be replaced. Faithful Pools is responsible for completing contracted work to repair the tiles on both pools prior to contract end before they will be paid in full for the year.

b. Building

Security Cameras - Carl Shackelford reported that the security cameras were in place and training had been completed. David Hubbell has been trained. Jacob Ingersoll stated the cameras require password protection.

After discussion regarding who should have access to the cameras, Betty Sheets made a motion that Key Concept Management only has access to viewing and making deletions to the tapes of the security camera and Mr. Hubbell is to have Brenda Beamer, CAM also trained for backup with the understanding that any Board Member or Owner may be asked to review tapes in case of an incident. Jacob Ingersoll seconded the motion. The motion passed with three yays (Betty Sheets, Jacob Ingersoll and Carl Shackelford) and two nays (Peggy Hammes and Les Jones).

Fire Protection System - Carl Shackelford asked David Hubbell if we were ready to talk about the fire protection system annual inspection. David Hubbell stated companies would only take over the system at the annual renewal, which is in February. B&C Fire is not cooperative and they over charge. Mr. Hubbell recommended holding off until March. After discussion Jacob Ingersoll asked David Hubbell to see if bidders could give presentations to the Board at a December meeting.

Boardwalk: Carl Shackelford stated that the County has issued a permit to have a ramp built. Mr. Caruso, President of Sandy Key does not want a ramp built and wants to have the boardwalk lowered. Mr. Shackelford would like to seek legal advise before proceeding with building the ramp.

Les Jones stated that we had already been through legal on the boardwalk. Mr. Jones was certain the attorney told us we could build what we wanted to build and we did not need Parasol or Sandy Key permission to build.

Carl made a motion to see if we talked to attorney previously, and not spend \$13,000. There was no second to this motion,

Les Jones reported that Mobi-Mats are used on Johnson Beach for handicap accessibility and will look into the cost. Jacob Ingersoll stated we have more research to do. Les Jones volunteered to research the item further and the item was tabled.

c. Landscaping

Betty Sheets reported that bids for three landscape contractors had been presented to the Board at the last meeting. Bids were received from Executive Landscape in

the amount of \$50,200; Caribbean Landscaping of NWFL, Inc. in the amount of \$39,000 and Ken Griffin Landscape Contractors in the amount of \$46,063.10. The Landscaping Committee was disappointed in the performance of Ken Griffin and therefore recommends that Caribbean Landscaping be awarded the bid. Caribbean Landscaping is not licensed to spray pesticides and Ms. Sheets was asked to obtain more bids for turf horticulture. Mole Crickets and sand burrs treatments are also necessary.

Les Jones noted that he had received a Landscape bid from Waldo's LawnCare, LLC in the amount of \$67,200 for consideration by the Board before the Board Meeting.

After discussion, Jacob Ingersoll made a motion to accept the bid of Caribbean Landscape of NWFL, Inc. in the amount of \$39,000 that the Landscaping Committee recommended. Betty Sheets seconded the motion. All were in favor and the motion passed unanimously.

6. 2020 Budget

Finance - Peggy Hammes reported on the significant outstanding receivables Ms. Hammes reported nine Owners who were in arrears and they were: Odem, 108E in the amount of \$8,120.80 (this unit is in probate and has been turned over to Attorney), Morrill, 202E in the amount of \$3,547.92 (also turned over to Attorney with final notice), McCray, 206E in the amount of \$608.96, Grand Caribbean, 211W in the amount of \$11,026.95 (in foreclosure with collection at sale), Arauju & Deauraju, 216E in the amount of \$435.00, Curry, 302W in the amount of \$870.00, Mitchell, 316E in the amount of \$435.00, Savona/Richoux, 106W in the amount of \$870.00, Ricci, 310W in the amount of \$870.00 and Plowman, 409E in the amount of \$870.00

Peggy Hammes wanted to put a motion out on these collections she would like to recommend that at one month due CAM sends a letter out stating that they are due and if not paid in 14 days we would put a lien on their property.

David Hubbell stated that Grand Caribbean by-laws would have to be changed because they now state 90 days before a letter is mailed.

Peggy Hammes made a motion that at the end of 90 days, per by-laws a letter will be sent to Owner if not paid in 14 days we would put a lien on their property for outstanding amount due. Les Jones seconded the motion. All were in favor and the motion passed unanimously.

Les Jones made a motion we have a vote at the general meeting in 2020 to change the 90-day notice to 30-day notice and to put a lien on peoples property if they don't pay. Carl Shackelford seconded the motion. All were in favor and the motion passed unanimously.

Betty Sheets recommended that one pool be heated during January – March instead of two pools to save money and alternate the pool each year. It is not a requirement to heat the pools but after discussion it was determined to keep both pools heated for the three months.

Jacob Ingersoll stated at the meeting that the natural gas expense for this year was approximately \$24,500.

Les Jones said we pay \$32,000 for Faithful Pools to maintain our pools. Faithful Pools should be supplying material. Mr. Jones reported Faithful Pools is the best of the worst.

After discussion, Les Jones made a motion to have Ryan certified on the pool. After further discussion this item was tabled to obtain cost of the school, purchasing of equipment and chemicals. Faithful Pools contract ends in June 2020.

Peggy Hammes made a motion that Les Jones and Peggy Hammes will work with Faithful Pools to get their performance by the end of the year and also research in house cost such as pool school and equipment by the next Board Meeting. Carl Shackelford seconded the motion. All were in favor and the motion passed unanimously.

Jacob Ingersoll stated that we have been advised we can expect a greater than 10% to 20% increase in property and wind insurance and it would be necessary to raise the HOA dues. Mr. Ingersoll stated an increase of \$23,000 for insurance, \$5,400 for landscaping, \$7,500 turf horticulture, \$10,000 in mulch comes to \$38,900 or a \$25.00 dues increase. Mr. Ingersoll further asked the Board to come to next meeting with cost savings measures. Grand Caribbean has an insurance broker who shops around for the various policies.

After discussion, Jacob Ingersoll made a motion to increase the HOA dues by \$25.00. Betty Sheets seconded the motion. The motion passed with four yays (Les Jones, Betty Sheets, Jacob Ingersoll and Carl Shackelford) and one nay (Peggy Hammes).

Les Jones made a motion to approve the 2020 budget with noted changes. Betty Sheets seconded the motion. All were in favor and the motion passed unanimously.

7. Old Business

Peggy Hammes asked the Board to work on smoke free environment for Grand Caribbean. Jacob requested that an amendment be presented to further discuss details in future general meeting. Details will be forthcoming at a future Board Meeting.

David Hubbell said there was an invoice from Ken Brown in the amount of \$1500 presented at the last meeting for copper line that was damaged on Mr. Brown's 314E unit. Mr. Brown is asking to have this invoice reconsidered by the Board. The contractor contacted Mr. Hubbell after the line was repaired. Mr. Ingersoll asked for documentation. The HOA Boards concern is that when we do not know who was responsible for breaking the line it is not the Board's responsibility to pay for damages. An immediate call to Key Concept, as well as photos and documentation of the issue is required. Mr. Hubbell will meet the Mr. Brown's contractor to see where the damage occurred.

8. New Business

David Hubbell stated the Board has been working on a Rules Enforcement Committee and has received three names that were willing to serve on this committee. Mr. Hubbell contacted Barbetta Driver, Sam Myers and Cheryl Broussard and all have volunteered and will comply with rules that were sent to each person. The process is the committee

will receive a complaint, recommend what is to be done on that complaint and that complaint would then go to the Board for action. Mr. Hubbell recommend to the Board to accept them as a committee and they can establish their basic rules for operation, such as chair, meetings, etc. as per state law.

Jacob Ingersoll made a motion to establish a Rules Enforcement Committee to include Barbette Driver Owner 404E, Sam Myers Owner 202E and Cheryl Broussard Owner 215E Peggy Hammes seconded the motion. All were in favor and the motion passed unanimously.

Jacob Ingersoll stated that we had a dog bite an Owner and her dog on the property and a renter owned the dog. David Hubbell sent out a notice to the Owner that this will be referred to the Rules Enforcement Committee so this will be the Rules Enforcement Committee's first enforcement.

It was reported there was another renter in the west building that had a dog. Mr. Ingersoll stated that Renters are not allowed to have animals.

9. Other Business

Les Jones brought into question a letter that was sent to a vendor by a committee that was not authorized by the board and that all committees adhere to the committee charter that was put in place at the August 2019 HOA board meeting.

After discussion regarding a charter for committees, Robert Rouse was asked to revise the Landscaping Committee Charter to be generic in nature to cover all Committees that will be approved by the Board.

Les Jones accepted Jacob Ingersoll's invitation to be chair of the maintenance committee and also stated that any owner wishing to serve on the Maintenance Committee should contact him.

10. Scheduling of Next Board Meeting

The next Board Meeting was scheduled for December 14, 2019 at 9:00 AM

11. Adjournment

Betty Sheets made a motion to adjourn the meeting. Jacob Ingersoll seconded the motion. The motion passed unanimously. Meeting adjourned at 11:45 AM

Submitted by,

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

Note:

Key Concepts has set up a website for the Grand Caribbean at 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.***

Grand Caribbean is on Facebook and Owners may request to join:

<https://www.facebook.com/groups/GCPKHOA/?ref=share> This is an UNOFFICIAL group for owners to communicate directly with one another and does not reflect the views of the Board or Key Concept Management.