

**SANDESTIN OWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
October 20, 2011**

**MEETING MINUTES**

Board Members Present: Dave Stowe, President  
Kent Lillie, Vice-President  
Hollis Risley, Secretary  
Rusty Decker, Treasurer  
Andy Salmon, Director  
Ken Lloyd, Director *via telephone conference*  
Don McQuade, Commercial Representative *via telephone conference*  
Joe Bracciale, Commercial Representative  
John Russell, Declarant Representative

SOA Staff Present: Sandy Matteson, Executive Director  
Danielle Weller, Executive Assistant/ HR Admin  
Victoria Klamerus, Director of Communications  
Tom Cooper, Director of Security  
Kyle Ray, Director of Property Services  
Sharon Drake, ARB Administrator  
Robin Sedor, Director of Finance

The Sandestin Owners Association, Inc. Board of Directors held a meeting October 20, 2011, in the Sandestin Owners Association Main Conference Room, Sandestin, FL.

**CALL TO ORDER**

Dave Stowe, President, called the meeting to order at 8:30 a.m.

**ESTABLISH QUORUM**

Sandy Matteson, Executive Director, acknowledged that a quorum was established with 6 Board members present and 2 via telephone conference. Joe Bracciale was not present.

**DISPOSITION OF PREVIOUS MINUTES**

Rusty Decker made a motion to approve the proposed minutes dated September 15, 2011, with no changes. Andy Salon seconded the motion and it carried unanimously.

**CORRECTION OF AUGUST MINUTES**

Kent Lillie made a motion to approve the amended minutes dated August 18, 2011. Rusty Decker seconded the motion and it carried unanimously.

*Joe Bracciale arrived at 8:34 am.*

**COMMITTEE REPORTS**

**Finance Committee**

Robin Sedor, Director of Finance, reviewed the September Financials provided in the Board Packet and available for review in the SOA office.

### **Review and Approval of Strategic Capital Planning Resolution**

Sandy Matteson referred to the draft of the Strategic Capital Planning Resolution included in the Board packets. The Board members reviewed the document and recommended spelling corrections to the word “strategic” and ensure the name of the committee is referred to as Capital Planning Committee rather than Advisory Committee.

Kent Lillie informed the Board members that Joe Bracciale wished to change positions on the Strategic Capital Planning Committee from Chairman to committee member. Kent Lillie made a motion to appoint Ken Lloyd as the Chairman for the Strategic Capital Planning Committee. Andy Salmon seconded the motion and it carried unanimously.

Dave Stowe questioned if reviewing Capital Contributions would be part of the Committee’s responsibility. Ken Lloyd explained that the purpose of the Committee would be to review future projects for the SOA as well as the funds available to complete these projects with Capital Contributions being a part of the review.

Rusty Decker made a motion to approve the proposed Resolution with the amendments. Hollis Risley seconded the motion and it carried unanimously.

### **Review and Approval of Motions for Summary Judgments**

Sandy Matteson informed the Board members that the Finance Committee has been working towards resolving the “Nifty 50” property delinquent list. She referred to a list that provided specific information for 4 homes that are ready for the next step in the foreclosure process. Sandy reminded the Board members that they had requested that each home, at this step of the process, be brought before them for final disposition.

Rusty Decker made a motion to decline moving forward regarding the Motions for Summary Judgments for the following properties: 382 Golf View, 2224 Crystal Cove, 1167 Troon Drive and 2417 Grand Sandestin. Kent Lillie seconded the motion and it carried unanimously.

### **Traffic and Safety Committee**

#### **Discussion of Golf Cart Policy**

Hollis Risley reported that the SOA has received comments regarding the insurance requirements in the Golf Cart Policy, approved in August. Mr. Risley explained that although the decision was based on advice from committee members involved in insurance, the State of Florida does not require this high of an amount of coverage for motor vehicles.

Discussion occurred regarding the need to have rental units covered that might include a golf cart. Some members felt that the requirements punished owners that followed the rules and that to enforce the golf cart rental rule, the SOA needed to contact those owners directly. A recommendation was made to change the insurance requirements to be the same as the state’s motor vehicle requirements.

Rusty Decker made a motion to amend the current Golf Cart Policy to require a general proof of insurance be provided identifying the golf cart to be registered and a disclaimer form be signed. Kent Lillie seconded the motion and it passed with Rusty Decker, Kent Lillie, Ken Lloyd, Hollis Risley, Joe Bracciale and John Russell voting in favor. Don McQuade opposed and Andy Salmon abstained.

### **Transportation Sub Committee**

#### **Review and Approval of 2012 License Agreement**

Hollis Risley reviewed the 2012 License Agreement provided in the Board packet. He explained that Michelle Anchors has reviewed and approved the Agreement and reminded the Board members that Sandestin Investments, LLC will be the only transportation provider for 2012.

Andy Salmon made a motion to accept the 2012 License Agreement as presented. Rusty Decker seconded the motion and it carried unanimously.

### **Landscape Committee**

Rusty Decker informed the Board members that in July the Landscape Committee began reviewing the current landscape contract and began working with OLM to redraft the contract and proposal for bid. A Request for Proposal was sent out to eight landscape companies and after receiving bids, the Committee considered four companies. The Landscape Committee completed research and recommended Russell Landscape Group beginning in 2012.

Rusty Decker distributed a proposed change to the operating budget for 2012 that breaks down the landscape line items for specific landscape services so that the charges can be tracked in more detail. In addition, the proposed savings due to the new landscape contract terms of \$490,229 was moved to a new operating budget line for contract protection. The handout indicated this line being called a Landscape Contract Reserve; however, concern was expressed with using the word “reserve” would restrict the transfer of these funds at the end of 2012 if not needed for landscape. It was agreed that the funds would be kept in the operating portion of the budget until redirected by the Board.

Rusty Decker made a motion to award a five-year contract to Russell Landscape Group for \$490,229 per year with a 90-day cancellation term. Kent Lillie seconded the motion.

Some Board members questioned whether Russell Landscape could perform satisfactorily with their contract proposal being significantly lower than other companies’ proposals. Rusty Decker explained that because Russell Landscape is very new to the Sandestin area, they are willing to quote their contract very low to earn Sandestin’s business.

Kent Lillie called the motion into question with all members in favor.

The Board members voted on the original motion and it passed with all members voting in favor, except for Ken Lloyd who was no longer on the conference call.

Andy Salmon made a motion to accept the bid on the condition that “Contract Protection” be a separate line item as presented. Kent Lillie seconded the motion and it carried with all members voting in favor, except for Don McQuade who opposed.

### **Maintenance Committee**

#### **Approval for Funding for Weedoo**

Andy Salmon advised the Board members that the SOA’s current harvester does not operate in shallow water, and after researching solutions, the Maintenance Committee recommends the purchase of a small, battery-operated harvester called the Weedoo.

Andy Salmon made a motion to use Undesignated Capital Funds to purchase the Weedoo and trailer for a total of \$38,000. Rusty Decker seconded the motion and it carried unanimously.

#### **Approval of Asphalt Repair**

On behalf of the Maintenance Committee, Andy Salmon would like the Board members to consider approving the 5-year repaving plan that is included in the reserve study as of October 2011. The plan indicates approx \$250K of resurfacing per year for the next five years. Receiving approval at this time will allow the resurfacing schedule to begin in the near future.

Andy Salmon made a motion to accept the 5-year resurfacing plan as shown in sections B6, B7, B8, B9 and B10 of the Reserve Study completed October 13, 2011 (sections are on file in the SOA office). Kent Lillie seconded the motion and it carried unanimously.

It was noted that bids for each job would be brought back to the Board for approval, prior to commencement.

### **Appointment of Election Committee**

Dave Stowe appointed Jennifer Crawford and Eddie Goodman as the homeowners and Victoria Klamerus, Susie Green and Heather Neuman as the SOA staff to serve as the Election Committee at the Advisory Board Meeting being held on October 21, 2011.

### **Managers Report**

Sandy Matteson reviewed the Manager's Report provided in the Board package and is available for review in the SOA office.

## **NEW BUSINESS**

### **ARB Decision Appeal Regarding 822 Harbour Point**

Dave Stowe informed the Board members that Rudy Viener was present to appeal the decision made by the ARB to approve a deck extension for Gary Vincent of 822 Harbour Point. Mr. Viener explained that the deck extension would block his view and therefore possibly lower the value of his home. Additionally, Mr. Viener claimed that other units that have made this modification have done so in groups of two therefore creating a more uniformed look for the building.

Kent Lillie, Chairman of the ARB Committee, explained to the Board members that the Harbour Point By-Laws allow for a deck extension with no approval from the downstairs units unless it is over their deck (which is not the case in this instance), and that the Harbour Point HOA Board approved this modification. Additionally, Mr. Lillie pointed out that the precedent had already been set in that this modification has been done on several units so the ARB felt they had no choice but to approve the plans.

Andy Salmon made a motion to accept the ruling made by the ARB Committee. John Russell seconded the motion and it passed with all members voting in favor, except Rusty Decker, who abstained.

### **Letter From the Board to Walton County Planning Department**

Dave Stowe wished to make the Board aware of a letter he drafted to the Walton County Planning Department regarding the process in which development projects are approved within the DRI. Although the letter references the proposal for building a new theater on Grand Blvd., Mr. Stowe clarified that he has no objections to the theatre. He is concerned that the process is flawed regarding permitting large developments in the DRI to be designated as "Minor Developments" thus allowing the county staff to approve the "minor development" projects without a public hearing (where citizens may express their concerns) and subsequent final approval by the Walton County Board of County Commissioners. The letter further requests that the county process be changed so that all future development order requests be treated as "major developments" and that the county guidelines for major development orders be followed for the Sandestin DRI.

Hollis Risley made a motion to approve and mail the letter. Rusty Decker seconded the motion.

Further discussion ensued regarding what will happen after the letter is mailed. Mr. Stowe explained that hopefully the letter will prompt change and wishes to schedule a meeting with county representatives. Some

members questioned whether the letter needed to be sent to the DCA and Mr. Stowe responded that he would consult the SOA counsel regarding who else should receive a copy.

The original motion was revisited and it passed with all members voting in favor, except Don McQuade, John Russell and Joe Bracciale, who opposed.

**Review and Approval of 2012 Operating Budget**

Sandy Matteson informed the Board members that the Finance Committee has finalized the 2012 Operating Budget and it was being brought before the Board for approval. Rusty Decker explained that although the 2012 Budget does not reflect the lowering of the 2012 Landscape Contract, he wished to put the excess into the Contract Protection line to allow for a new contract if the SOA is not satisfied with Russell Landscape Group.

Andy Salmon made a motion to approve the 2012 Operating Budget with the changes to the Landscape Operating Budget lines. Rusty Decker seconded the motion

The motion was revisited and passed with all members voting in favor, except Don McQuade who opposed.

**Approval of 2012 Assessment**

Andy Salmon made a motion to approve the \$1,200/year assessment per RDU for 2012. Hollis Risley seconded the motion and it passed with all members voting in favor, except Don McQuade who opposed.

**NEXT MEETING**

The next Board of Directors meeting will be held November 17, 2011 at 8:30 a.m.

**ADJOURNMENT**

With no further business brought before the Board, at 11:19 a.m., Rusty Decker made a motion to adjourn the meeting. Hollis Risley seconded the motion and it passed unanimously.

Respectfully submitted,

Hollis Risley,  
Secretary

Transcribed by: Danielle Weller