

Golf Hammock Owners' Association, Inc.

December 11, 2017

Board Meeting Minutes

(THESE DRAFT MINUTES ARE SUBJECT TO FINAL REVIEW AND APPROVAL AT THE February 12, 2018 GENERAL BOARD MEETING.)

Call to Order: President JP Fane brought the meeting to order at 7:00pm.

Roll Call:	<u>Present</u>	<u>Absent</u>
J.P. Fane, President; 863-386-4809; jpfane@gmail.com	X	
Bob Schroeder, Vice President; 863-402-5486; bobs1501@outlook.com	X	
Victor Divietro, Treasurer; 863-381-4264; vdivietro@embarqmail.com	X	
George Kibe, Secretary; 863-402-8203; gwkibe@embarqmail.com	X	
Mark Walczak, ; 863-658-1658; markcsu@comcast.net	X	
Nancy Beatty, Director; 863-382-6707; nancyab@stratomain.net	X	
Rose Chupka Cookman, Director; 863-385-2402; roseghao@yahoo.com		X
Linda Fisher, Director, 863-658-1389; linda@linakasales.com	X	
Marge Schindewolf, Director; 863-386-4083; margeschindewolf@comcast.net	X	

Proof of Notice of Meeting: Meeting notice/draft agenda listed on in clubhouse display case on 11/05/17. Meeting Agenda Posted on website on 12/6/17. Signs posted at front /west entrances on 12/8/17. Assessment discussion notice sent via

“Shout-out” and posted to website on 11/21/17. Meeting notice including statement on budget and assessments mailed to all members on 11/28/17

Meeting Minutes: The DRAFT minutes, currently posted on the website for the General Board Meeting of November 13, 2017, were given final approval by the Board.

Report of Officers:

President’s Report (JP Fane)

I met with the county engineer to thank him and his team for the effort to remove Irma storm debris from Golf Hammock. He informed me that while the county diverted resources from other areas to service Golf Hammock, the response from the residents was less than grateful. The County Engineer noted that the residents of Golf Hammock harassed the work crews and complained more than any other area within the county. I was genuinely embarrassed to be a representative of the community. I suspect that future requests for help will not be received with the same level and speed of service.

Vice President’s Report (Bob Schroeder)

The Golf Hammock Owners Association annual Garage Sale will be 7:30 am to 4:00 pm, on February 24th, 2018, at Sebring Christian Church. Sellers are asked to arrive at 6 am. The price per space is \$15.00. Please contact Lamar and Karen Heath at 863.382.9418 for reservations. The deadline for registrations is February 20th.

Treasurer’s Report (Victor Divietro)

**Golf Hammock Owners Association
November 2017**



Checking			
Date	Description	Amount	Memo
10/31/2017	Beginning Balance	\$128,285.71	
11/1/2017	RUTHIE O'NEILL - BILL PYMT - KBZ9EUZF	(\$225.00)	Website
11/7/2017	AQUATIC WEED CONTROL, INC - BILL PYMT - SB39LU3Q	(\$1,101.00)	Lakes & Ponds
11/8/2017	MARK WALCZAK - BILL PYMT - Q8U9RUQQ	(\$46.64)	Reimbursement - Asphalt Patch
11/9/2017	Deposit	\$75.00	Estoppels
11/10/2017	MARK WALCZAK - BILL PYMT - YBD96UYS	(\$377.05)	Reimbursement - Signage
11/13/2017	GEORGE KIBE - BILL PYMT - IB598PG9	(\$86.54)	Reimbursement - Copy Services
11/20/2017	PELLA & ASSOCIATES P.A. - BILL PYMT - LBP92UWK	(\$685.00)	Accounting
11/21/2017	CLARKE PEST CONTROL - BILL PYMT - VBF9DPS2	(\$305.00)	Common Grounds - Pesticide & Fertilizer
11/21/2017	LAWN MASTERS OF HIGHLANDS, INC. - BILL PYMT - 5BZ93PS2	(\$1,710.00)	Common Grounds - Mowing
11/27/2017	CLARKE PEST CONTROL - BILL PYMT - LBM9APVE	(\$100.00)	Common Grounds - Pesticide & Fertilizer
11/27/2017	GOLF HAMMOCK GOLF & COUNTRY CL - BILL PYMT - IBV9SPNE	(\$36.28)	Activity Center - Utilities
11/27/2017	LERMA'S LANDSCAPING - BILL PYMT - 5B19APVE	(\$600.00)	Common Grounds - Landscaping
11/27/2017	DUKE ENERGY FLORIDA - BILL PYMT - JB59SPNE	(\$21.84)	Fountain
11/27/2017	DUKE ENERGY FLORIDA - BILL PYMT - 1BG9SPNE	(\$30.20)	West Entrance
11/27/2017	DUKE ENERGY FLORIDA - BILL PYMT - OB59SPNE	(\$660.35)	Lighting
11/28/2017	GOLF HAMMOCK GOLF & COUNTRY CL - BILL PYMT - SBA9CUUN	(\$400.00)	Activity Center - Rent
11/29/2017	GEORGE KIBE - BILL PYMT - VBX9OP1F	(\$502.06)	Reimbursement - Postage
11/30/2017	Ending Balance	\$121,473.75	
Savings			
10/31/2017	Beginning Balance	\$138,574.76	
11/30/2017	Credit Dividends	\$5.69	
11/30/2017	Ending Balance	\$138,580.45	

Secretary's Report (George Kibe)

Minutes to the November 13, 2017 General Board meeting were compiled, posted on the website, and distributed to Board members.

Assessment discussion notice sent via "Shout-out" and posted to website on 11/21/17. Meeting notice including statement on budget and assessments mailed to all members on 11/28/17

Bob and I met with Mark Breed (GHOA Counsel) , about proposed work and targeted assessments. His opinion is, we as a Board,are required by our By-laws to do all such lawful acts to operate manage and control the common property and this includes management of the drainage easements. We also have the power to repair, restore or alter any of the common areas. We also can not target assessments, Special or otherwise, to individual members. We are on solid legal ground on the proposals and how we can pay for them.

On November 5th, I verified our annual meeting with Sebring Christian Church for Saturday, January 13, at 2.00PM

Reminder that the terms for President JP Fane, Secretary George Kibe, and Website Chair Rose Cookman, expire in January. The Board is looking for anyone interested in serving the community as a Board Director to fill these three slot. To serve as a Board member a candidate must be a member of the Association (fee simple owner of title to any Lot in Golf Hammock). Interested parties should contact George Kibe at gwkibe@gmail.com.

Proxy material will be sent to the printshop on 15 December 2017. The 2018 ballot will be distributed December 22 and needs to be returned, signed and completed by January 9, if you are not attending the annual meeting. Every vote counts since we need a quorum of returned ballots to hold the annual meeting. You can mail in your ballot, drop it off in the GHOA box inside the Activity Center, or drop it in the locked box on the Activity exterior door facing the driving range. The 2018 budget will also be included with your annual ballot envelope.

We receive interest from John Huber, George Kibe, Roger and Deb Steuer for Board positions.

John Huber- John has 10 years' experience addressing a wide range of drainage issues while representing the Ohio Department of Transportation, and 25 more years in the private practice of law, focusing largely on eminent domain matters, and many

drainage issues. John has a BA in Liberal Arts, University of Dayton, a JD law degree, Ohio Northern University, and was Assistant Ohio Attorney General, Ohio Dept. of Transportation.

George Kibe- George is a retired Defense Electronics Industry executive with degrees in Electrical and Systems Engineering. He joined the Golf Hammock Board in 2015 and served two years as President and is currently serving as the Board Secretary. During George's tenure he has taken on projects to revise, eliminate and manage "Association Standing Rules", establish a clear "Competitive Bidding Procedure", established a comprehensive "Compliance Enforcement Procedure" and generated "Requests for Proposals" to solicit civil engineering and excavation services.

Roger Steuer-Roger is a home owner at 2790 Duffer Road (Lot 214) and retired. He has 10 years of prior HOA experience as president of a 289 lot association in Indiana. His work history included Software Systems Analyst and excavating experience with his uncles business. He believes two important rules should always help prioritize projects within a HOA.

- Protect health and safety of our members
- Protect member property values

Deb Steuer - Currently lives at 2790 Duffer Road. Our past home was in an association of approximately 280 homes which had access to the lake, HOA, and a 9 member board of directors - Served as secretary for a 3 year term – I have a banking back ground - feeling the need to want to understand the HOA and to be involved in this investment.

The 2018 ballot will be distributed December 22 and needs to be returned, signed and completed by January 9, if you are not attending the annual meeting. Every vote counts since we need a quorum of returned ballots to hold the annual meeting. You can mail in your ballot, drop it off in the GHOA box inside the Activity Center, or drop it in the locked box on the Activity exterior door facing the driving range. The 2018 budget will also be included with your annual ballot envelope.

Committee Updates:

Common grounds including roads, culverts, drainage ditches (Chair: J.P. Fane)

George spent the last month discussing, in multiple meetings with John Huber, the

Minority report author, and another member (Russ Danser) their ideas about the material presented in the November meeting. He also had a meeting with the GHOA lawyer (accompanied by Bob) to discuss the legal issues associated with the proposed drainage work. H met with EPI to discuss scheduling workload and updated bids. He walked Dog Leg Road, identified defects according to 2 separate pavement evaluation criteria documents, and sent photographs to the county road inspector for his opinion. H also discussed “Patching” roads with “Action Paving and Seal Coating”. In 2016, GHOA commissioned an engineering report to identify culverts that are failing and in need of replacement. It was reported that the average life expectancy of an asphalt road is 30 years. This does not imply that the surface of a road, after paving, will last 30 years, it means that an asphalt road will last 30 years before it requires renovation or reconstruction.. According to the Asphalt Institute of America, *“If you are filling potholes and repairing major cracks, it is probably to late. Preventative maintenance is an essential tool for extending the life of a pavement. Used early in a pavements life, preventative maintenance corrects small problems before they become big problems, saves money.”* George talked to both “EPI” and “Action Paving and Seal Coating” about patching and filling in cracks. Both stated that it’s a waste of time and money. They suggest we do a 1” overlay or nothing.

Originally Duffer Loop was on in the plan since we would be replacing a number of culverts and it seemed to make sense to pave everything instead of having several large patch areas. EPI's advice was that we should not pave Duffer loop for 1-2 years after the culverts are replaced to allow the ground to settle. Other wise we would most likely have to fix dips in the road where the culverts settled.

This effort was used to determine a 5 year plan (vs the 3 year presented in November) to attempt smaller actionable activities that schedule work over a longer period of time, accomplishing, the restoration of the infrastructure, to a point future Boards can return to a maintenance mode. The details of the Common grounds roads, culverts, and drainage, 2018 budget request is detailed in the new business section.

Common grounds including landscaping, irrigation, fences, signs, lighting, electrical, tree trimming (Chair: Mark Walczak)

Remaining hurricane recovery activities were completed during this reporting period, and common grounds lawn care and landscape maintenance activities return to their regular budgeted levels. The annual fall tree trimming process was completed. Palms and other trees at the east and west entrances, along Golf Hammock Drive, and at the Environmental Preserve were included this time around.

Monthly irrigation system inspections by the volunteer team of Cindy Bowser, Fred Eriksen, and Mark Walczak were completed for November. The volunteer team discovered a couple malfunctioning irrigation heads and a problem with two of the east entrance irrigation zones. This prompted a call to DC Irrigation to make an earlier than normal December visit to perform their quarterly inspection and maintenance service and make the necessary repairs to our system.

New stop sign installed at Dog Leg and Duffer Loop.

Routine lawn care and landscape maintenance of Common areas continued without incident during this reporting period.

Violations/Complaints (Chair: Bob Schroeder)

Normal Violation enforcement will resume in January 2018.

Lakes/Ponds (Chair: Nancy Beatty)

No Report

Architecture (Chair: Linda Fisher)

- (1) request to build new home,
- (2) (1) request for wood deck and
- (3) (1) request for detached garage.

All requests were approved.

Activity Center, Clubhouse (Co-Chair: Linda Fisher; Co-Chair Wendy Hardy, 863-414-3727, gdhardy54@centurylink.net)

REOPEN. All activities has resumed, carpet will be installed later. "Thank you" to Judy Trier and Olga Ruiz for the beautiful holiday decorations at entrance.

As always, Center seeking more suggestions or ideas for future activities to be offered for the community.

Communications, Newsletter (Chair: Vacant)

The electronic newsletter was discontinued.

Communications, Website (Chair: Rose Chupka Cookman)

Ruthie continues to work on changes to the website. However, a technical error with the developer occurred that delayed these changes. We had 27 new subscribers this month. Our average views continue to be 1,000 per month.

Database/Directory (Chair: Marge Schindewolf)

DIRECTORY: The cost for printing 850 copies of the 2018-2019 directory is \$2595.05. I have been soliciting for ads to help defer some of the printing cost. As of present don't have a final count on the ads. I do have a few commitments but have not contacted everyone who placed an ad in the previous directory. Printed directories should be available by March of 2018.

New resident for Cormorant Point for November: Peter G Kline

Welcoming (Chair: Joyce Rowe; 863-385-4382; jannrowe65@gmail.com)

One home visit, delivered one directory, and made two contacts for future visits.

Street Captains (Co-Chairs: Cindy Bowser; clb1919@yahoo.com , Linda Schroeder; lindasfl70@yahoo.com)

No new activity reported this month.

Old Business

1. 2018 Budget –

The Drainage and Roads plan was extended from 3 years to 5 years delaying activities that may not be needed or require more research.

The Drainage and Roads request for 2018 is (not in priority order):

Culverts-----\$51,620—We have a 2 year old engineering and contractor report that states these are failing and need replaced. We budgeted in 2016 to accomplish this effort but scheduling delays, and storms stopped the activity. The Board is aware of these issues and if one fails, and there is an accident, the HOA is liable.

Duffer Road----- \$39,53-Part exfil pipe and Swale regrading, and part Swale regrade only. Why—We don't know if a new culvert and additional exfill will be required once we do the worse section. We may not even need the By-Pass swale.

Eagle Court-----\$5,650 This work was budgeted in 2016 but scheduling delays, and storms stopped the activity.

Weir Board controls-----\$4,800 The biggest bang for the dollar. Allows us to control Lake levels and proactively manage water storage.

Mills Pond Ditch Survey only----\$2,000 This allows us to benchmark elevation and determine how much of the ditch requires dredging vs all

New Culvert on Chip-It-----\$14,250 This restore the natural water flow path from Mills Pond to the Environmental Reserve.

Main Ditch Survey-----\$2,000 While we have an estimate to dredge the ditch EPI is concerned they can actually get their equipment into the area because of easement obstructions on our side. The survey will denote the boundaries. We can also take advantage of the delay to get another quote. BTW we had few issues with the Ditch during Irma.

Environmental Reserve Ditch-----\$5,000 This clears the path for water to flow toward the State Park. Currently there are 3 Culverts that have outflows lower that the terrain they drain into.

Engineering Work-----\$12,400 Because we need a licensed Civil engineering company. to help with evaluations, Requests for Proposals, and Engineering advice.

Paving-----\$115,469 This will pave Sand Wedge, Sand Wedge Court, Dog Leg, Lost Ball (Dogleg to Bunker), Bunker and Pitching Wedge. Sand Wedge, Sand Wedge Court, Dog Leg, Lost Ball (Dogleg to Bunker), were chosen because they show significant wear and would benefit from resurfacing (opinion of the County Road Inspector). Bunker and Pitching Wedge are

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included because they are co-located with most of the work and we get a discount if all the work is performed together. Delaying routine maintenance adds risks and costs , in that eventually we will have an issue where we have to rebuild a road. I did talk to both “EPI” and “Action Paving and Seal Coating” about patching and filling in cracks. Both told me it’s a waste of time and money .They suggest do a 1” overlay or nothing.

The Drainage and Roads request is \$252,721 Down \$105k from the previous amount and still allows us to make progress.

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		2018 Current Request	Nov Proposal	Changes
Project 1				
Culvert #	Address	Cost		
35	2906 Waterwood	\$3,200	\$3,200	
19	3101 Divot	\$5,900	\$5,900	
12	4234 Duffer Loop	\$3,400	\$3,400	
10	4515 Duffer Loop	\$3,400	\$3,400	
9	4613 Duffer Loop	\$3,400	\$3,400	
13	4812 (4811) Duffer Loop	\$6,300	\$6,300	
2	2797 Duffer Rd	\$16,220	\$16,220	
15	1903 Mulligan Rd	\$3,400	\$3,400	
16	2018 Mulligan rd	\$3,400	\$3,400	
32	2911 Summer Tree	\$3,000	\$3,000	
27	3305 Cormorant Point Drive	\$0	\$4,900	-\$4,900
18	Bunker Drive @ Tennis Court	\$0	\$4,800	-\$4,800
		\$51,620	\$61,320	-\$9,700
Project 2				
	3106 Duffer -2790 Duffer (exfil)	\$28,222.00	\$28,222.00	
	3106 Duffer -2790 Duffer (no exfil)	\$11,310.00	\$5,843	\$5,467.00
		\$39,532.00	\$34,065	\$5,467.00
Project 3				
	Eagle Court	\$5,650	\$5,650	0
Project 5				
	Weir Board controls	\$4,800	\$4,800	0
Project 7				
	Mills Pond ditch Survey	\$2,000	\$0	\$2,000
	Mills Pond ditch Survey	0	\$44,500	-\$44,500
	new culvert on Chip-it	\$14,250	\$14,250	
		\$16,250	\$58,750	-\$42,500
Project 8				
	Main Ditch Survey	\$2,000	\$0	\$2,000
Project 9				
	Environmental Reserve ditch enhancement	\$5,000	\$5,000	0
Engineering Work				
1	Yearly Drainage system Insp	\$4,200	\$4,200	
2	Recommendation and Actions	\$1,200	\$1,200	
3	RFP Generation Support	\$1,600	\$1,600	
	Surveys	\$0	\$7,000	-\$7,000
	Additional @ \$90/hr (60 hrs 5 hrs/mth)	\$5,400	\$5,400	
		\$12,400	\$19,400	-\$7,000
Paving				
	Sand Wedge + Sand Wedge court	\$14,394	\$14,542	-\$148
	Dog Leg	\$53,249	\$59,686	-\$6,437
	Lost Ball Dog Leg to Bunker	\$14,290	\$12,122	\$2,168
	Bunker	\$17,498		\$17,498
	Duffer Loop	0	\$82,351	-\$82,351
	Pitching Wedge	\$16,038		\$16,038
		\$115,469	\$168,702	-\$53,233
TOTAL REQUEST		\$252,721	\$357,687	-\$104,966

Golf Hammock Owners Association
2018 Approved Budget

Revenue		
Assessment Write Off		(\$1,000.00)
Assessments - 772 Lots @ \$375 / Lot		\$289,500.00
Clubhouse Use Fee		\$0.00
Garage Sale		\$450.00
Interest Income		\$100.00
Finance Charges		\$200.00
Fees		\$1,000.00
Attorney Fees Collected		\$0.00
Estoppel Requests		\$4,000.00
Misc. Income		\$125.00
Directory Ads		\$0.00
Property Owner Lawn Maintenance		\$0.00
Total Revenue		\$294,375.00
Expense:		
Annual Assessments Printing		\$0.00
Annual Meeting		\$1,650.00
Printing / Postage - \$1500		
Room Rental - \$150		
Bank Service Charges		\$0.00
Activity Center		\$6,000.00
Rent - \$4800		
Utilities - \$1200		
Common Grounds		
General Maintenance		\$10,600.00
Misc. Repairs - \$1500		
Irrigation Maintenance - \$1600		
Fencing Maintenance - \$1500		
Mulching / Planter Beds - \$3500		
Tree Trimming - \$2500		
Lakes & Canals		\$13,500.00
Landscaping		\$10,000.00
Monthly - \$ 7500		
Landscape Maintenance - \$2500		
Mowing		\$15,000.00
Pest Control		\$1,800.00
Ant Control - \$500		
Ornamental - \$1300		
Garage Sale Rental		\$450.00
Insurance		\$7,250.00
Lighting		\$9,500.00
Directory		
Printing		\$2,600.00
Office Expense		
Postage		\$100.00
Supplies		\$500.00
Office Expense - Other		\$300.00
Professional Fees		
Legal		\$2,000.00
Accounting		\$10,500.00
Property Owner Lawncare		\$0.00
Security		\$150.00
Special Projects		\$254,721.00
Culverts	\$	51,620
3106 Duffer -2790 Duffer (exfil)	\$	28,222
3106 Duffer -2790 Duffer (no exfil)	\$	11,310
Eagle Court	\$	5,650
Weir Board control	\$	4,800
Mills Pond ditch survey	\$	2,000
New Culvert on Chip-it	\$	14,250
Main Ditch Survey	\$	2,000
Environmental Reserve Ditch	\$	5,000
Engineering work	\$	12,400
Paving	\$	115,469
Canal Cleaning - Lakes & Ponds	\$	2,000
Total	\$	254,721
FL NFP Annual Filing		\$75.00
Website Maintenance		\$2,900.00
Emergency Use Allowance		\$10,000.00
Total Expenses		\$359,596.00
Net Revenues / Expenses		(\$65,221.00)

THE BUDGET OF THE ASSOCIATION DOES NOT PROVIDE FOR RESERVE ACCOUNTS FOR CAPITAL EXPENDITURES AND DEFERRED MAINTENANCE THAT MAY RESULT IN SPECIAL ASSESSMENTS. OWNERS MAY ELECT TO PROVIDE FOR RESERVE ACCOUNTS PURSUANT TO SECTION 720.303(6), UPON OBTAINING THE APPROVAL OF A MAJORITY OF THE TOTAL VOTING INTERESTS OF THE ASSOCIATION BY VOTE OF THE MEMBERS AT A MEETING OR BY WRITTEN CONSENT.

Victor made a motion, seconded by Nancy to set the 2018 budget at \$359,596. After a lengthy debate, the motion passed unanimously.

2. 2018 Assessments

Victor made a motion seconded by Bob to set the 2018 Assessment value at \$375. As much of the debate was included in the budget motion, there was no further debate and the motion passed unanimously.

New Business:

1. 2018 Ballots

The following description, of New Business Item 1, documents a motion and decision on two proposals received from Golf Hammock Country Club. Subsequent to the Board meeting these proposals were withdrawn and will not be on the 2018 ballot.

George made a motion, seconded by Victor to include in the upcoming election, a proposal from the Golf Hammock Country Club, to provide membership options for the pool, tennis courts and Golf course cart path use, for consideration in the 2019 budget. The Golf course is private property and not part of GHOA. Florida Statute 720.31.6 requires the Homeowners Association to receive a 75% approval of the total voting interest of the association to consider the proposal. It should be noted that, if approved membership would not be selective or optional (all or nothing). All members would receive the same membership whether they used it or not. Membership would also likely impact the 2019 assessment value.

The motion to add the membership question to the ballot was approved unanimously.

Golf Hammock CC / Home Owners

1. Home owner pays \$25 per lot per year.

Golf Hammock CC will provide 4 passes for pool & 4 passes to Tennis, Pickle Ball, Basketball Courts (by appointment only).

Golf Course Cart Paths may be used for walking, running or other fitness activities when golfers are not present (usually before 7am after 5pm).

2. Home owner pays \$50 per lot per year.

Golf Hammock CC will provide use of the Club House Building.

Unlimited use of the Swimming Pool, Basketball, Pickle Ball and Tennis Courts (by appointment only).

Golf Course Cart Paths may be used for walking, running or other fitness activities when golfers are not present (usually before 7am after 5pm).

2. Activity Center Lease

Linda presented a motion, seconded by Marge, to extend the current lease on the activity Center thru 2019. The motion passed unanimously.

Member Comments:

GHOA Members (fee simple owners of title to any lot) requesting time to speak should register their name on the Sign-In sheet prior to the start of the meeting. Member time is limited to 3 minutes.

A member suggested that a committee be formed to generate a detailed Stormwater Management Plan should be prepared that outlines specific maintenance and inspection work that should be completed on a scheduled basis.

A member suggested a committee be formed to re-write the by-laws.

A member suggested that a “Community Electronic Bulletin Board” be established to allow members to communicate and share ideas.

Multiple members gave statements of support to the Board.

Next Meeting:

The GHOA annual meeting is scheduled at the Sebring Christian Church for Saturday, January 13, at 2.00PM.

Directly following the Annual membership meeting the Board of Directors will meet to elect officers and appoint committee chairs for 2018.

The next General Board Meeting will be held on Monday, February 12, 2017 starting at 7:00 pm. A workshop will precede the meeting at 6:30 pm.

Adjourn: On a motion by Linda seconded by Mark the meeting was adjourned at 8:30 pm.

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Respectfully submitted,

George Kibe