

1 **MONTEREY MASTER OWNERS' ASSOCIATION**
2 **1725 MISSION DRIVE, NAPLES, FL 34109**
3 **Workshop & Regular Meetings of the Board of Directors**
4 **December 16, 2021**

5 The regular meeting of the Monterey Master Owners Association Board of Directors
6 was held on Thursday, December 16, 2021, at 5:30 p.m. at the Monterey Clubhouse,
7 Naples, Florida.

8 **DIRECTORS PRESENT**

9 Linda Altemus, President (Speakerphone)
10 Amy Cooper, Treasurer
11 Bob Murrell, Director
12 Steve Miller, Director
13 Tyler Day, Director

14 **ALSO PRESENT**

15 Neil Dorrill, Manager, Dorrill Management Group
16 David Gilyard, Gilyard Protective Services
17 Lori Marshall, Neighborhood Representative & Safety Committee

18 **ROLL CALL/PROOF OF NOTICE**

19 Mr. Dorrill called the meeting to order at 5:30 p.m. and noted that five directors were in
20 attendance.

21 **WORKSHOP MINUTES**

22 Mr. Dorrill noted the purpose of the workshop was to obtain and review an estimate for
23 an alternative security contract for the Monterey community. Mr. Dorrill then gave a brief
24 introduction to David Gilyard, with Gilyard Protective Services. Mr. Gilyard indicated his
25 experience spans 20 years with the Strand Community in Naples. In 2015, he became
26 self-employed and expanded his security business in Southwest Florida, specifically
27 The Strand and Spring Run. He currently employs eight people. His focus is on his
28 employees and providing excellent service to his clients. Neil added that Mr. Gilyard
29 holds a security license as well as a corporate business license. Neil asked that the

1 Board review the rough estimate and have a Director/Liaison follow up with
2 management staff with a more definite proposal plan.

3 Mr. Dorrill then opened the floor to questions the Board may have regarding the scope
4 of services of Mr. Gilyard provides.

5 Steve Miller asked if the four employees at each location allow him to rotate easily
6 through a calendar year. Mr. Gilyard stated that it does, and that he is able to provide
7 extra staff if needed for overtime or coverage. Mr. Miller asked if Mr. Gilyard provides
8 any additional patrols that ride around the neighborhoods. Mr. Gilyard answered stating
9 not at this time.

10 Ms. Lori Marshall then addressed some of the concerns of the current security staff.
11 She asked if his business would be able to provide direct deposit and what would the
12 pay schedule be? Bi-weekly? Mr. Gilyard answered stating that he does provide direct
13 deposit (or checks if needed), and they would be paid on a bi-weekly basis.

14 Ms. Marshall also asked about uniforms and what is provided. Mr. Gilyard indicated that
15 he provides three shirts, two pairs of pants, a belt, a tie, badge, and headsets. The
16 colors are khaki and black.

17 Mr. Day asked if David Gilyard would be able to bring aboard our current security staff
18 or any additional hires that the Board decides upon. Mr. Gilyard stated that he would be
19 happy to welcome aboard current staff and any new hires that the Board feels would be
20 an asset to the team. Mr. Day asked if Mr. Gilyard had done a pay analysis for the
21 current staff and Mr. Gilyard followed up, affirming that he would provide a more in-
22 depth analysis with respect to the market rates and current terms of annual leave, etc.

23 Ms. Marshall asked if he hired employees that worked at Spring Run when he acquired
24 the contract. His statement was inaudible, but Ms. Marshall claimed that the current
25 staff would have an interest in being hired through a new security company.

26 Mr. Day asked how he would describe his contracts with The Strand and Spring Run.
27 Does his operations run smooth? Mr. Gilyard asked for Mr. Day to clarify the question.
28 Mr. Dorrill revealed that The Strand has approximately 1,200 homes with constant traffic
29 and that Mr. Gilyard does a fantastic job managing gate access. Also, that his
30 employees have been with him for a long time.

31 Ms. Marshall added that she likes the idea that Gilyard could fill floating positions as
32 necessary.

1 Mr. Dorrill then asked David to provide a brief overview of his access control software
2 and vendor coordination.

3 David indicated he uses Cypress Access and Checkpoint, and that he has been using
4 that for 10 years now. He mentioned that he has a good working relationship with both
5 Cypress Access and MLR Electric.

6 Mr. Dorrill added that a new potential security contract would be comparable in cost to
7 what the community currently pays, with subject to final negotiations. Mr. Dorrill thanked
8 Mr. Gilyard for the presentation and expressed appreciation for his initiative.

9 Mr. Dorrill then asked Mr. Murrell to elaborate on the Association Documents re-write.

10 Mr. Murrell stated that he would work his staff to prepare this and would like to schedule
11 two informal meetings to received feedback. Any final changes would then be prepared
12 and authorized for distribution. Mr. Miller asked what the informal meetings would
13 consist of. Mr. Murrell stated that any disagreements and/or concerns between re-writes
14 would be addressed. The goal of the meetings would be to compose the most
15 agreeable modifications to the association documents.

16 Mr. Dorrill asked Mr. Murrell to present the most notable revisions. Mr. Murrell said there
17 was a section specifically related to sidewalks that Mr. Miller had originally
18 recommended a re-write on. If approved, the association would be responsible for the
19 maintenance of the right-of-way versus the entirety of all sidewalks throughout the
20 community. Mr. Dorrill mentioned that since he has managed the association (going
21 back to 2019), the association has provided an annual sidewalk inspection and
22 maintained with grinding, etc. Mr. Murrell mentioned that the documents mentioning of
23 sidewalks is currently vague. Going forward this would assist the community in
24 interpreting who is responsible for specific areas. He reiterated that the red areas are
25 suggested changes.

26 An additional section worth mentioning is regarding pets. Mr. Miller mentioned that the
27 initial thought of this re-write came from the association lacking a definitive standard to
28 pets; i.e., barking, unattended pets, etc.

29 Mr. Day asked if the community would vote upon these changes. Mr. Murrell said yes.
30 The entire documents would be voted upon. Mr. Murrell explained that the documents
31 are more restrictive so we will wait to see if there is any feedback going forward on
32 certain revisions.

1 Ms. Altemus expressed her main concern being, how the association will enforce all the
2 rules. Mr. Murrell explained that the two methods of enforcement are fining and/or
3 litigation. Additionally, pre-suit mediation becomes a very successful tool in bringing the
4 problems to a halt. He also expressed his fining concerns, and how a tiering process is
5 more successful.

6 More discussion was had related to the number of directors, and removing the voting of
7 neighborhood appointees, which has not historically been done.

8 In closing, the community will have a meeting in the Spring asking for input and
9 discussion.

10 **REGULAR MEETING MINUTES**

11 Mr. Dorrill called the meeting to order at 6:30 p.m. noting that the same five board
12 members were in attendance. He mentioned that Amy Cooper may also show up.

13 **REPORTS OF COMMITTEES**

14 **A. Financial**

15 Operating funds approaching year-end are about \$7,000 under budget. The association
16 has had a good year in regard to funds from capital resale.

17 Ms. Altemus mentioned that we are well on target to end the year in a good financial
18 standpoint.

19 Mr. Miller had a question about the Loan. The remaining years left to pay on the loan is
20 about 5 years. The total amount paid per year to the note is about \$250k. Ms. Altemus
21 also advised that the difference between the actuals and budget is related to savings of
22 interest from the refinance of the loan.

23 **On a MOTION by Steve Miller, and a second by Tyler Day, the financials were**
24 **approved as presented.**

25 **B. Social**

26 Ms. Altemus asked to skip ahead for now, as two members of the social committee may
27 show up.

1 **NEW BUSINESS**

2 **A. Status of Rear Yard Drainage Encroachments**

3 The status of residences was provided where improper fill has been brought into the
4 rear-yard. Only one resident so far has agreed to address the issue.

5 There was also a total of about 15 residences with additional landscape issues. Today,
6 the remaining balance of folks have come into compliance or are in acknowledgment of
7 these issues. The sewer viewer will be scheduled in the dry season to clean the catch
8 basins. Furthermore, the next step from the surveyor will be to stake/set how much fill
9 will need to be removed, if necessary, by the association and send a final letter to
10 residents of the sitework to be performed.

11 Mr. Miller asked what the likelihood of the attorney approving the work will be. Neil
12 advised that she has attended prior meetings and will be in support of the work to be
13 performed. **On a MOTION by Mr. Day, and a second by Mr. Miller, further**
14 **surveying, and final demand letters for sitework to be performed was approved.**

15 Two owners made comments about the rear-yard encroachments and neighbors who
16 had come into compliance.

17 **B. Painting of Masonry Wall/Orange Blossom**

18 Mr. Dorrill advised that he received a few complaints about the wall. Historically, Mr.
19 Miller mentioned that only the exterior had been painted. The funds will be paid from
20 reserves. Staff will go ahead and receive proposals and follow back up with the Board at
21 a later date.

22 **OLD BUSINESS**

23 Mr. Dorrill advised that the rest of the fall work plan has been complete and that he is
24 happy with the work that has been done in the community.

25 **COMMUNITY**

26 Mr. Dorrill advised that if the Board chooses to proceed with the termination of the
27 security contract, he will prepare a draft of a 30-day written notice. Ms. Marshall was
28 confident that after hearing Gilyard's presentation, this contract would be a good fit for
29 the security staff. The Board expressed their frustrations with the current contractor and
30 ongoing payroll issues. **On a MOTION by Mr. Miller and a second by Mr. Murrell, The**

- 1 **Board voted to consider a more definitive security contract with Gilyard**
- 2 **Protective Services by the January meeting date.**

- 3 A community member asked about stop signs. Board members discussed the idea of
- 4 replacing them with LED stops that flash as you approach the sign.

- 5 **ADJOURNMENT**

- 6 The next meeting will be held on January 20th. **The meeting was adjourned at 7:03**
- 7 **p.m.**