

MONTEREY MASTER OWNERS ASSOCIATION  
BOARD MEETING  
THURSDAY, JULY 18, 2019  
6:30 P.M.  
MONTEREY CLUBHOUSE, 1725 MISSION DRIVE

The Board of Directors of the Villages of Monterey Master Owners Association held a Board Meeting on July 18, 2019 at 6:30 p.m. at the Association Clubhouse.

Mr. Santangelo called the meeting to order at 6:35 p.m. with the following members present:

**DIRECTORS PRESENT:** Bob Bulmer (via conference call)  
Holly Harmon  
Steve Miller  
Lori Marshall  
Bob Murrell  
Ron Santangelo  
Linda Altemus

**ALSO PRESENT:** W. Neil Dorrill, Manager  
Grant Giddens, Facility Director  
Nathan and David Phillips, Auditors

Roll/Call Proof of Notice: Mr. Dorrill indicated that a quorum of the Board was present, that the meeting had been properly noticed.

Approval of the June 20, 2019 Minutes: On a motion by Lori Marshall and a second by Steve Miller, the June 20, 2019 minutes were unanimously approved.

Mr. Santangelo asked about whether a vote had taken place to roll over excess operating funds into the next year. Mr. Dorrill replied that the vote was taken and will be reflected in the Annual Meeting Minutes that will be voted on at the next Annual Meeting.

**Report of Committees**

Financial Audit Report: Nathan and David Phillips of the Harvey Phillips Group reported to the Board of Directors their findings on the 2018 Financial Audit. Nathan Phillips explained the process of the audit and the inspections of procedures, approval processes, sign offs, and bank reconciliations. They looked at risk, bank accounts, general ledgers, trends in finance, management of funds and replacement funds.

Nathan Phillips reported his finding: The replacement fund has over \$2 million balance. An error was discovered from 2017 of a \$30,000 invoice from Heathwood Construction that should have been accrued but was not. This has now been corrected. The Association has in excess of \$1 million in assets. Nathan Phillips reviewed account balances and stated the operating account had a positive cash flow.

Nathan Phillips stated he felt the Association was going in the right direction. Representation letters are being provided to the Board of Directors with no particular problems to report. The floor was then opened up for questions from the Board and attending owners.

Financial Report: Linda Altemus reported that for the first six months of the year revenues exceeded expenses by \$11,700. Expenses were favorable to the budget by \$10,000.

Ron Santangelo stated that costs related to the security contract will increase with raises provided for two of the security staff. The remaining staff are under a probationary periods and not eligible for raises at this time. Ron Santangelo also stated that the Board is trying to manage the financials for 2024 when the loan comes due. Ron Santangelo made a motion to accept the Financial Report, seconded by Steve Miller, with all voting in favor.

Cable/ Internet: Bob Bulmer reported that several had met with the M Group for bringing organizations together for bidding. This led them to well-vetted suppliers. Additional information was requested through these meetings. Information is expected to be supplied within two weeks. At that time the final proposal should be prepared. Bob Bulmer stated that all were pleasantly surprised at how aggressive the companies are being. When a decision is made, there will be three meetings for owners to see the product. Ron Santangelo also stated how pleased he was with the numbers. Two companies are to meet with within two weeks. These will then be narrowed to one.

Playground Update: Ron Santangelo reported approval from Collier County has been given for the shade structure over the playground. The tennis courts are now okay on the setbacks. The Committee is seeking a vendor for the shade structure installation. The materials are steel poles with a soft material in a blue color to match the pool shades.

Clubhouse/ Gatehouse: Lori Marshall reported that Amber and Delacey were given one-week paid vacation as part of their compensation. Grant is working on the lighting project that was approved two meetings ago. He has met with Bay Electric regarding the light poles. Double heads will not be necessary. Bay Electric found the bases along the roadway are undersized for the new poles and lights. Replacing the bases would raise the project cost from \$74,000 to \$99,859. A motion to approve the additional \$25,859 was made by Ron Santangelo and seconded by Steve Miller with all voting in favor.

Lori Mitchell presented ways to increase hurricane preparedness. A text message program has been tested with the Board by Grant. It allows one phone number per household. Pricing is

based on the number of units and number of phone numbers. Most Board Members felt one phone number was sufficient.

### **On-Site Manager's Report-Grant Giddens**

Discussion took place regarding auto stickers as identification when the electric is off following a storm. Grant Giddens stated the cost for 1200 stickers was \$780. The office expense budget is already over budget by \$900.

Grant Giddens also stated that during a power outage there was no way to secure the Clubhouse.

Lori Mitchell stated she would like to see a group of volunteers be identified for bringing in items from outside the Clubhouse area into the building prior to the storm.

### **Manager's Report – Neil Dorrill**

Mr. Dorrill provided updates on the following:

- In the preserve at the northwest corner of Monterey Florida Power and Light built a road into the preserve for access as part of the utility easement. The newly built road has been acting a dam. The road has been lowered to allow sheet flow as intended.
- Two complaints have come from owners on Rhonda Court. Their concerns center around the new fence recently built. 1. The new fence does not appear to deflect noise. 2. There is an old stand of Brazilian pepper plants – are there landscaping plans? 3. There is a chain link fence, approximately 100 ft. long that has collapsed into the preserve.
- Consideration should be given to using a formal retainer for first service for tree removal following a major storm. Any retainer unused is applied to regular service after the hurricane season.
- The landscaper has agreed that within 12 hours following a storm, he and a subcontractor will be on site. The subcontractor would be paid a retainer. If the retainer is not used, it would be applied to tree pruning in October of the next season.
- Bids have been received and proposals authorized for the cleaning of storm drain lines. Currently work is focused on 15 basins on the west and north sections of the community. The extra balance of \$1000 is to be used for additional work during 2019.
- The Orange Blossom wall is marked for repair. August Construction is to repair for \$3600 which included expansion joint, stucco, and painting.

Steve Miller stated he would like to see the “triangle” area outside the Orange Blossom Wall landscaped. No decision was made.

### **Other Items**

It was suggested that a “Traffic Letter” be drafted for vendors in both English and Spanish. A draft of the letter is to be sent to the President for review.

The Sheriff's Department says the speed limit in Monterey is too "light." Therefore, they are not likely to come into the community for issuing speeding tickets. Ron Santangelo stated that a fining committee would need to be formed prior to enforcing any speeding fines issued by the Association.

Neil Dorrill reported that Lee Ann Bosch, attorney, has been authorized to investigate areas of easement encroachment by owners.

Bob Bulmer reported no new information on the schedule for mailboxes as they continue to be stuck in a container off the west coast due to tariff disputes between the US and China.

**Adjournment**

With no further business the meeting was adjourned at 8:05 p.m.