



Monterey Master Owners Association

Board of Directors Meeting

1725 Mission Drive

(Clubhouse Game Room)

Wednesday, May 4, 2022, 6:00 p.m.

**MONTEREY MASTER OWNERS' ASSOCIATION
BOARD MEETING**

Date: Wednesday, May 4, 2022

@ 6:00 PM

Location: Monterey Clubhouse, 1725 Mission Drive

AGENDA

1. Call to Order/Approval of Agenda
2. Roll Call/Proof of Notice
 - a. Approval of Meeting Minutes
 - (i) August 2021 Board Meeting
 - (ii) March 2022 Board Meeting
3. New Business
 - a. Possible reconsideration of letter of no objection, Hogan residence, 7517 San Gabriel Lane
 - b. Proposal of Wall Painting
4. Old Business
5. Adjourn

MONTEREY MASTER OWNERS ASSOCIATION
 BOARD MEETING MINUTES
 Thursday, August 19, 2021
 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 Thursday, August 19, 2021, at 6:30 p.m. at the Association Clubhouse.

Mr. Miller called the meeting to order at 6:30 p.m. with the following members present:

DIRECTORS PRESENT: Linda Altemus
 Bob Bulmer
 Tyler Day
 Mariusz Pieczalski
 Bob Murrell
 Amy Cooper
 Lori Marshall (acting for G. Kennedy)

ALSO PRESENT: W. Neil Dorrill, Manager, Dorrill Management

DIRECTORS ABSENT: Steve Miller
 Gerald Kennedy
 Caroline Coates

Roll/Call Proof of Notice: Mr. Dorrill indicated that the meeting was noticed in advance according to the State statute, that a quorum of the Board was present with a majority of the Board Members being present.

Approval of Agenda: One addition was added to “new business” involving an update on the rear yard drainage easements. **On a motion by Mr. Bulmer and second by Mr. Murrell, the amended agenda was approved.**

Approval of Minutes: N/A

COMMITTEE REPORTS

Financial Report: The 7-month financials for the year 2021 were presented by Ms. Cooper. Revenues ended at \$970,880, favorable to budget by \$17,689. This is due to items such as, application fees, clubhouse rental sales, key fobs, etc. The expenses for the year were \$943,692, favorable to budget by \$14,464, and bringing the net income favorable to budget. Reserves and Capital Resale were both favorable, and Ms. Cooper noted that the association

has no receivables. **A motion to accept the Treasurer's Report was made by Mr. Day, a second by Mr. Bulmer, and passed unanimously.**

Additionally, a motion to accept the engagement letter for audit from the Phillips Harvey Group was made by Mr. Murrell, and a second by Mr. Day, with all in favor.

Social Committee: Michelle Corsaire did not attend the meeting.

NEW BUSINESS

Mr. Dorrill provided the Board with the following updates for projects or items on the annual calendar

- A. Preserve/Mission Dr tree pruning – This work will be completed on Monday, August 23rd by Anytown Tree Service.
- B. Preserve Entry Landscape Lighting – Mr. Giddens has scheduled the check of this for the end of August.
- C. Tennis/Pool Gate Repairs – This project is also scheduled for Monday August 23rd by Carter Fence for \$1,150
- D. Guard gate Entry Painting - Mr. Dorrill indicated that the owner of JL23 Painting had died unexpectedly of COVID. Several attempts were made to contact the firm and the work including pressure washing is rescheduled for Friday August 20th. Total cost \$3,100.
- E. Guard gate Door – Mr. Dorrill share two proposals to replace the existing doors at the guard gate with hurricane rated impact doors/glass. The cost was \$8,631, for the sliding door only, on a motion by Mr. Bulmer seconded by Ms. Marshall.
- F. Rear Yard Drainage Encroachment Update – Mr. Dorrill provided an update to the Board and review of the 14 areas of greatest concern. Copies of the schedule and photos from the engineering report were included in the agenda materials. The Board discussed starting with the areas of greatest impact on Cordoba Circle and Laguna Way. A motion was made to coordinate a demand letter with the Associations attorney for the three high priorities and follow up with owners who's landscaping requires pruning to not impede flow. On a motion by Ms. Cooper and seconded by Mr. Murrell that pass unanimously.

OLD BUSINESS

- A. Sidewalk grinding and repair is finished as well as the Clubhouse pathway is finished
- B. Fitness equipment repair/replacement is completed.
- C. Lake Bank Restoration/Review – No further action.
- D. Airbnb Rental Litigation – Summary judgement granted and restoration to the Master HOA approved totaling \$9,000.

OTHER BUSINESS

N/A

Adjournment

With no further business the meeting was adjourned at 6:45 PM **on a motion by Mr. Day and a second by Mr. Bulmer, all were in favor.**

1 **MONTEREY MASTER OWNERS' ASSOCIATION**
2 **1725 MISSION DRIVE, NAPLES, FL 34109**
3 Organizational Meeting
4 April 21, 2022

5 The Board of Directors of the Monterey Master Owners Association held an
6 Organizational Meeting immediately follow the Annual Members Meeting on Thursday,
7 April 21, 2022, at the Monterey Clubhouse, Naples, Florida.

8 **DIRECTORS PRESENT**

9 Linda Altemus, President

10 Amy Cooper, Treasurer

11 Tyler Day, Director

12 Bob Murrell, Director

13 Lori Marshall, Director

14 Mark Gans, Neighborhood Representative

15 **DIRECTORS ABSENT**

16 Steve Miller

17 Lady Carlyon Coates, Neighborhood Representative

18 **ALSO PRESENT**

19 Neil Dorrill, Manager, Dorrill Management Group

20 Grant Giddens, Facilities Director

21 **CALL TO ORDER**

22 Mr. Dorrill called the meeting to order and advised that the meeting was properly
23 noticed, and an affidavit was executed on March 3, 2022. The meeting was for the
24 purpose of electing officers and to consider a resident request.

25 **ROLL CALL**

26 A quorum of members to establish the meeting was determined as 7 of the 9 board
27 members were in attendance. **A MOTION was made by Ms. Cooper and seconded**
28 **by Mr. Day to confirm the following officers for 2022:**

1 **President, Linda Altemus**

2 **Vice President, Steve Miller**

3 **Treasurer, Amy Cooper**

4 **Secretary, Neil Dorrill**

5 **The officers were accepted as presented with all in favor.**

6 **OTHER BUSINESS**

7 Mr. Dorrill introduced Mr. Hogan and indicated he was in receipt of a time sensitive
8 request for their home at 7517 San Gabriel Lance. The request was to prepare a letter
9 of no obligation to allow a rear-yard perimeter fence to encroach into the drainage
10 easement adjacent to the preserve. Mr. Dorrill said the letter was necessary to obtain a
11 building permit for Carter Fence to obtain a permit and that he was advised the Villa
12 ARB had approved their proposal. Mr. Hogan provided that any authorization be subject
13 to two conditions. First, that the fence does not require any fill to be placed at the
14 existing grade and not impact any drainage. Second, that all side and rear-yard
15 setbacks conform with the PUD or land development code. **A MOTION was made by**
16 **Mr. Day and seconded by Ms. Altemus to authorize the letter, with all in favor.**

17 **ADJOURNMENT**

18 **On a MOTION by ***, and a second by ***, the meeting was adjourned at 7:05 p.m.**

JOB SITE

Dorrill Management Group Phase 1- Comm-Ext - JOB-1329-3953

1745 Mission (239) 592-9115
Drive christopher@dmgf
Naples, FL 34109

PREPARED BY

Craig Nersten
Franchise Owner
(218) 770-9085
cnersten@certapro.com

CLIENT

Dorrill Management Group
1745 Mission (239) 592-9115
Drive christopher@dmgfl.com
Naples, FL 34109

CLIENT CONTACTS

Christopher Dorrill
W: (239) 592-9115
E: christopher@dmgfl.com

PRICING:

Perimeter Wall	\$10,943.40
Subtotal:	\$10,943.40
Total:	\$10,943.40
Balance	\$10,943.40

GENERAL SCOPE OF WORK

Walls will be power washed using 10% bleach solution.

2 coats of Premium Sherwin Williams Super Paint Acrylic Latex will be applied by spraying and back rolling for maximum adhesion.

SW Super Paint has a 7 year manufacturer's warranty covering breakdown of product.

Homes included:

Laguna- Lots 80-91 (80 is not included as we cannot get to the wall).

Sevilla- Lots 109 & 110

Mission- Lots 124 & 292

Vera Cruz- Lots 268, 270-277 (269 is not included as we cannot get to the wall).

SURFACE PREPARATION

STANDARD LEVEL OF PREP

JOB SITE

Dorrill Management Group - Phase 2 Comm-Ext

1745 Mission Drive
Naples, FL 34109
(239) 592-9115
christopher@dmgf.com

PREPARED BY

Craig Nersten
Franchise Owner
(218) 770-9085
cnersten@certapro.com

CLIENT

Dorrill Management Group
1745 Mission Drive
Naples, FL 34109
(239) 592-9115
christopher@dmgfl.com

CLIENT CONTACTS

PRICING:

Phase 2 Wall	\$6,996.82
Subtotal:	\$6,996.82
Total:	\$6,996.82
Balance	\$6,996.82

GENERAL SCOPE OF WORK

Unobstructed wall section adjacent to clubhouse.

Like other sections, this will be power washed with 10% bleach solution.

2 coats of Premium Sherwin Williams Super Paint are to be sprayed and back rolled for maximum adhesion.

SURFACE PREPARATION

STANDARD LEVEL OF PREP

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Wash or wipe down surfaces being painted.
- Scrape and sand loose and peeling paint. Please Note** Scraping and sanding will not result in a smooth finish. There will be ups and downs where paint was removed.
- Spot priming bare wood and metal in areas being painted. We do not spot prime areas being stained.
- Caulking as needed. We caulk areas that were previously caulked and are missing or failing. We remove caulking that is failing.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.