



Riviera Dunes Master Association
Wednesday, March 24, 2021, at 11:30 AM
OPEN BOARD MEETING
MEETING MINUTES

- I. Call to Order – The President Shay Hawkinberry called the meeting to order at 11:30 am & also via Zoom.
- II. Quorum-established – Proof of quorum Directors-Shay Hawkinberry, Drew Denick, Deborah Sperry, Saul Fineman, Rob Hartwell, Ken Johnson & Gary Schuster all present. Community Association Presidents- Keith Grady, Jim Bailie, Lynn Daniels & Bob Crowley were present as well as other residents of Riviera Dunes. (see meeting audio).
- III. Proof of Notice- was mailed and posted accordingly to FL State Statute 720.
- IV. Approval of Minutes – February 22, 2021 & March 15, 2021
Drew Denick made a motion to approve the February 22, 2021 & March 15, 2021 meeting minutes. Rob Hartwell- seconded the motion. Motion carried.
- V. Reports of Officers and Committees -
 - a. Deborah Sperry presented RDMA Treasures Report for February 2021.
 - b. Rob Hartwell presented Security Report & discussed improvement suggestions.
- VI. Unfinished Business – None
- VII. New Business
 - A. Management Company – Evaluation & action
Drew Denick made a motion to approve termination of Argus Management Company immediately and negotiate a new Management Company from the Request for Bids process (see attached). Rob Hartwell- seconded the motion. Motion carried.
Shay Hawkinberry will send an official termination letter to ARGUS Management and move forward with the selection process with CASTLE Management (see attached).
 - B. Seawall Cap & Rip rap bids – esti-pricing \$26,012.95 Infinity (Presentation-see attached)
Drew Denick presented the Seawall Cap & Rip rap conditions. This will be an est. 3 week project and is recommended we proceed asap.
Shay Hawkinberry made a motion to approve the Seawall Cap & Rip rap project with Infinity Construction. Saul Fineman-seconded the motion. Motion carried. This will be charged to Reserve Account #3655 Seawall Cap Restoration and #3660 Seawall Restoration.

- C. CRA frontage landscape bids – esti-pricing \$77,019.94 Gilchrist Landscaping (Presentation-see attached).

Drew Denick presented the Frontage landscape bid from Gilchrist Landscaping for the frontage along Haben Blvd. The CRA owns a section of the land where the proposed Round-a-bout was to go. A lengthy discussion regarding the need to bring & improve the landscape up to RDMA standards.

Drew Denick made a motion to move forward with this project and to present the bid to the CRA as they will be responsible for their portion. Shay Hawkinberry - seconded the motion. Motion carried.

Shay will send a letter to the CRA with the attached bid. The Master Association is responsible for maintaining the Haben Blvd portion in front of the Bel Mare north property (see map). The CRA can either use our landscaping company or their own as long as the CRA frontage is maintain to the RDMA Standards.

- D. Monument Flower Planting Program – esti-pricing \$3,330 Gilchrist Landscaping - (Presentation-see attached).

Drew Denick presented the Monument Flower Planting Program bid from Gilchrist Landscaping. The flowers will complete this project. RDMA will need to add the expense to our 2022 operational budget.

Drew Denick made a motion to move forward with this project. Shay Hawkinberry - seconded the motion. Motion carried. This will be charged to Reserve Account #3635 Signs/Monuments.

- E. The two items to include in proxy for voting at our Annual Meeting at the April 2021.

a. CARRY OVER SURPLUS/DEFICIT

b. CROSS UTILIZATION which allows the Board to move funds from one reserve to another.

FL Statute 720.303(6)(b) allows for two (2) types of Reserve funding, one of which is the POOLED method (also referred to as the “cash flow” method) and the other is the COMPONENT method (also referred to as the “straight-line” method). This means reserve funding can either be based on a separate analysis of each of the reserve assets (component method) or a pooled analysis of two (2) or more of the reserved assets (the pooled method).

Presently we are using the COMPONENT method where funds are set aside in each component reserve account and can only be used for that specific reserve asset unless the members vote to use funds in one component account for another purpose.

A POOLED account simply means the Association has one single reserve account to pay for all of the Associations reserve assets. The POOLING method provides significantly more flexibility than COMPONENT reserve accounts and allows for projects to be completed in order of need at the time the need arises. Member approval is required to use the POOLED funds to pay for any item not included with the reserve pool.

Shay Hawkinberry made a motion to add this to our proxy for voting at the Annual meeting. Saul Fineman- seconded the motion. Motion carried.

- F. Additional Projects – Drew Denick reported he is also working on getting bids for various signs, Doggie Stations, painting on various pipes and pricing to reconnect the Lighting walkway lights to the Walkway string that was previously connected to Bob Urso’s home.
- G. Date set for Annual Election – April 29, 2021 10am-12pm.
- H. Shay Hawkinberry reported on the Island Boat Slip License #22 on this multi-year long dispute. Lynn Daniel-Homes President brought this issue to the RDMA asking for advice on how to proceed as a threat of a Lawsuit has been made. The RDMA Master Declaration Amendment Six 9.03 DOCKS & BOAT SLIPS paragraph C, provides the guidelines for the Master to follow. Ken Johnson RDMA Director at Large & Homes Dock Committee Chair & Rob Robertson-Homes Dock Committee were present and provided comments.
Shay Hawkinberry made a motion that the RDMA NOT provide defense in the on-going dispute and follow the Sixth Amendment. Saul Fineman- seconded the motion. Motion carried.

- VIII. Comments
- IX. Adjournment