

Fairway Estates Board Meeting Minutes – Date: 12-13-2023

Meeting held at the *Dunedin Golf Club* and called to order at 6:28 P.M.

Unanimous approval to permit recording of the FECA Board Meeting, said recording to be retained until the corresponding written meeting minutes are approved.

Board Members in Attendance (X = in person -or- BPV = By Phone or Video Conf):

- | | |
|---|--|
| <input checked="" type="checkbox"/> Todd Brooks, President | <input type="checkbox"/> Derrick Beland , Vice President |
| <input checked="" type="checkbox"/> Kelly Dixon, Treasurer | <input checked="" type="checkbox"/> Ed Kelb, Secretary |
| <input checked="" type="checkbox"/> Bill Greenwood, Member At Large | <input checked="" type="checkbox"/> Mary Lyon, Member At Large |
| <input checked="" type="checkbox"/> Matt Stevens, Member At Large | <input checked="" type="checkbox"/> Kathy O’Leary, Member At Large, Newsletter |
| <input checked="" type="checkbox"/> Don Lemmon, Member At Large | |

Non-Board Member Committee Chairs (X = in person -or- BPV = By Phone or Video Conf):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Diane Garcia, Newsletter | <input checked="" type="checkbox"/> Deb Timko, New Residents |
| <input checked="" type="checkbox"/> Betsy Morgan, City Liaison, Nominating | <input checked="" type="checkbox"/> Dave Lindsey, Lake Sandra Liaison |
| <input type="checkbox"/> Gerry Boock, Beautification | |

Unfilled Committee Chair Positions (could be a board member but not required to be)

None at this time.

Members/Guests:

None at this time.

Residents' comments (pre-meeting):

- Comments from Board member Ed Kelb acting in the capacity of a resident. Three issues were brought up at the Dec 2022 FECA Board meeting one year ago:
 - **Sign at Palm and Ben Hogan disconnected (adhesive failure) from the concrete and is sinking into the ground.**
 - Board member Ed Kelb (self) agreed to address this problem but didn't repair the sign until Oct 2023. Ten months was too long for a resolution that only required two hours of work.
 - **Beautification Chairperson resigned** as she was relocating out of FE.
 - As FECA was unable to locate a chairperson replacement, efforts were made by the FECA Board to organize two volunteer days to clean up all the flower beds. However, this didn't provide adequate maintenance of the beds (located at Palm Blvd, Lake Saundra Park, Sarazen Dr and Mangrum Dr). As a result, the beds have gradually reverted to weeds and are extremely overgrown.
 - **Both signs at the Brady entrances are showing severe fading and streaking.** These signs were not produced using the same materials as the Palm Blvd signs (aluminum with acrylic dimensional letters). Note: signs installed in Spring 2019
 - As of December 2023, FECA still hadn't agreed upon a resolution. The Brady signs, especially Sarazen, have significantly faded to the point of being an eyesore.
 - **Summation:** FECA is assigned the responsibility of being stewards of FE entranceway signs, flowers beds and associated hardware (electrical, sprinklers systems, etc.). **We have not provided the level of service that our residents have become accustomed to.** FECA should formulate and approve resolutions in anticipation of the upcoming **FECA Annual Homeowners Meeting** in February 2024.

Officers Reports:

Secretary's Report – Ed Kelb

- Motion made by Kelly Dixon to waive reading of the **Nov 2023 FECA Board Meeting** minutes and accept the **Nov 2023 FECA Board Meeting Minutes** "as written". 2nd by Mary Lyon. Motion carried.

Treasurer's Report – Kelly Dixon

- Refer to full reports online.
- No additional membership funds received for calendar year 2023. FECA will close out the membership for 2023 at 380 homeowners (73.9%) paid.
 - **2023 380 homeowners 73.9%**
 - 2022 382 homeowners 74.3%
 - 2021 384 homeowners 74.7%
 - 2020 385 homeowners 74.9%
- **\$100 in event sponsorship funds was deposited.**
- **Committee Chairs should refer to the Budget vs. Actual for 2023 to see how much remains** in each of their respective funds (DCO, Newsletter, Welcoming, Beautification). Remaining funds do NOT roll over to the next calendar year. A new budget is approved by FECA each year. Please present receipts to Treasurer Kelly Dixon at the meeting for actual expenses and she will write a check.
- **Envelopes were ordered from Amazon for the Annual Dues & Meeting notice.**
- **Top Gun Electrical was paid for replacing the electric panel in the median on Palm Blvd**
- \$550.36 was paid to Kelly Dixon to **reimburse for out-of-pocket expenses** at the **2023 Fall Festival** per approval at November Meeting
- The **garage sale ad was placed/paid** for.
- Routine Watering, Electric, Lawn & Lake maintenance were paid.
- Motion made by Mary Lyon to approve the **November 2023 FECA Treasurer Report** “as submitted”. 2nd by Kathy O’Leary. Motion carried.
- **Second Draft 2024 FECA Annual Budget**
 - See **Exhibit A**
 - **Membership (annual 2024 income) is estimated to be 378 homeowners (\$20,790).**

Vice President's Report – Derrick Beland

- Nothing to report at this time.

President's Report – Todd Brooks

- Some discussion regarding the possibility of Gerry Boock as FECA's **Beautification Chairperson**. Todd noted some breakdown in communication but will attempt to gain clarification prior to the January FECA Board meeting.

Board Committee Reports:

Nominating Committee – Don Lemmon

- Don Lemmon assumed this chairperson position so the previous chairperson (Betsy Morgan) can run for a FECA Board position. As of the December meeting, FECA has received no additional applications for 2024 FECA Board positions.

Newsletter – Kathy O'Leary

- Efforts are underway for the January (winter) edition of the Newsletter with emphasis on the upcoming **February Annual Homeowners Meeting**.
- Request for confirmation of guest speakers to be published in the Newsletter.
- Information about the recent **Lake Saundra plantings and Lake Saundra improvement efforts underway by Lake Saundra Chairperson Dave Lindsey**.

Website Administration – Kelly Dixon

- Request to the Newsletter Team to provide Kelly the bio for Gerry Boock (Beautification Chairperson)
- Request to Betsy Morgan to indicate her intent to apply for a FECA Board position.

Dunedin Golf Course Liaison – Don Lemmon

- Don held some discussions with **Blair Klein (Dunedin Golf Course General Manager)**. The renovation bid came back at \$7.1M which is higher than anticipated (\$4.5M). Both parties are working on ways to meet an agreeable number (rescoping requirements).
- Don also asked whether FECA has any interest in a **Dunedin Golf Course** representative attending the **FECA 2024 Annual Homeowners Meeting** to discuss course renovations.

- Funding for ***Dunedin Golf Course*** renovations comes from:
 - \$2 million - American Rescue Plan Act (ARPA)
 - \$2.5 million - Golf Enterprise Fund (with \$2.27 million estimated debt financing)
- Funding for renovations to the ***Dunedin Golf Course Clubhouse*** comes from:
 - \$500,000 - Potential Historic Preservation Grant

Non-Board Member Committee Reports:

Beautification

- Nothing to report at this time other than comments noted in other sections.

City Liaison – Betsy Morgan

- Betsy attended ***The Dunedin Council of Organizations*** meeting held on November 17th. The City Report was given by ***Commissioner Jeff Gow*** who highlighted the following topics:
 - City of Dunedin 2024 Budget is finished.
 - Golf Cart infrastructure and available crossings of major roads is under consideration and a public input meeting was held in November.
 - Looper is operating full time Thursday – Sunday. The route is on the city website.
 - Parking garage planning is underway as the Ocean Optics site moves forward.
- The meeting sponsor was ***The Scottish American Society*** represented by their ***President Alan Hale*** who invited participation in their upcoming events.
- The Program was presented by ***Scott Talcott, Economic Development Manager for Pinellas County***.
 - ***Pinellas County is the 3rd largest in the state in terms of employees***. We have a current population of 946,848 with a 2.4% annual growth rate. 7,000 people work in the aerospace industry: Lockheed Martin, Raytheon and Honeywell are among our biggest industries. The average salary of our industrial employees is 60K.
 - ***Apex Financial*** offers access to capital to bring in industries to Pinellas. There is a defense project coming to Dunedin (Coca Cola Plant). Further news will come later.
- Events were presented by ***Phyllis Gorshe***:
 - Time to renew DCO membership.
 - The ***Dunedin Arts Center*** has an ongoing sale of Christmas items through December.

- The cost of attendance at the monthly meetings is now \$15.00 each for of their 9 meetings yearly.

New Residents - Deb Timko

- Deb noted that we are seeing more residents at the events who have lived in FE for years but never attended a FECA event at Lake Saundra Park.

Lake Saundra – Dave Lindsey

- **Dave planted 72 plants (several different species) to achieve different objectives: Flora (plants) and fauna (animals) improvement. He planted species to assist in water filtration, encourage flora that increases fish propagation and provide a variety of different flowers for visual appeal.** Most residents along the lake typically plant only one variety (e.g. pickerel weed). FECA would like **Lake Saundra Park** to reflect a variety of species along the park shoreline.
- **Request from Dave that anyone spraying around Lake Saundra Park PLEASE avoid spraying near the new plantings.** Having just been planted, they are in a vulnerable state.

Events:

- **Holiday Party – Sunday, Dec 3rd 2pm-5pm**
 - FECA Treasurer Kelly Dixon noted that there was \$1,520 left for 2023 FECA special events; however, it should be noted that \$725 of that amount is from accumulated sponsorship funds. Of the \$1,520, \$250 was already earmarked leaving **\$1,270 for the 2023 FECA Holiday Party**. The remaining balance after the event (photobooth, pizza, etc.) is \$154.52.
 - Kelly Dixon spent \$255 of her own money on goody bags. To offset some of her \$255 expenditure, Kelly requested FECA cut her a check for the remaining \$154.52 in the 2023 event funds.
 - Motion made by Mary Lyon to reimburse Kelly Dixon \$154.52. 2nd from Bill Greenwood. Motion carried.
- **Garage Sale – Second Saturday in March (Mar 9th)**
- **Spring Fling 2024 – Saturday, Apr 13th 2pm-5pm**
 - **FECA Spring Fling 2024** will take place later than prior years. This is to address conflicts with other events in March (St. Patrick's Day, Dunedin Highlander Games, etc.).

- **2024 Annual Homeowners Meeting – Monday, Feb 5th, 7pm (sign-in begins at 6:30pm)**

Old Business:

- **Palm Blvd: Breaker Panel Replacement – Derrick Beland**

- Completed on Monday, November 13th, 2023.

- **Monument Sign Discoloration (Sarazen Dr and Brady Dr) – Matt Stevens**

- Board member Ed Kelb wanted to reiterate that the signs replaced on Brady drive were **never** funded by the **Dunedin Martha Donald Grant**. Should FECA approach the City for grant funding to replace these signs, it would **not** be something the **Martha Donald Grant** funded previously. From the **March 2019 FECA Board Meeting Minutes:**

-
- **Motion by Jessica Parchman to vote on Option 2 – Two Phases: Install Mangrum and Sarazen signage in first half of 2019, apply for Martha Donald grant funding for Palm Blvd signage (2 signs), install Palm Blvd signage in late 2019, early 2020 using FECA funds plus Martha Donald grant funding (if awarded). If funding not awarded, proceed using FECA funds.** Motion seconded by Derrick Beland.

Vote Tally:

Matt Stevens, President	Aye
Todd Brooks, Vice President	Nay
Kelly Dixon, Treasurer	Nay
Ed Kelb, Secretary	Nay
Bill Greenwood, Member At Large	Aye
Jessica Parchman, Member At Large	Aye
Derrick Beland, Member At Large	Aye

Motion to proceed with Option 2 carried by a majority.

- Board member Matt Stevens requested that **Signs USA** be contacted to obtain a quote for signs comparable to the quality purchased for Palm Blvd (aluminum with 3D raised lettering).

- Motion made by Kelly Dixon to leave the existing Brady signs in place (Sarazen Dr and Mangrum Dr) until they are replaced. 2nd from Kathy O’Leary.

Vote Tally:

Todd Brooks, President	Nay
Derrick Beland, Vice President	N/A
Kelly Dixon, Treasurer	Aye
Ed Kelb, Secretary	Aye
Bill Greenwood, Member at Large	Aye
Mary Lyon, Member at Large	Aye
Matt Stevens, Member at Large	Aye
Kathy O’Leary, Member at Large	Aye
Don Lemmon, Member at Large	Aye

Motion to leave Brady signs in place carried by a majority.

- **Lake Saundra Park Tree Trimming – Matt Stevens**

- Matt Stevens met with the Dunedin Arborist. Matt would like to propose personally addressing the palms that require removal (cut down to base) and some of the lower limb trimming.

- **Speeding and failure to stop in Fairway Estates – Don Lemmon**

- Don has been in contact with Sergeant Green requesting officers to monitor FE traffic over Thanksgiving and Christmas.

New Business:

- **Secretary Position opening**

- FECA Board member candidate Betsy Morgan has volunteered to assume the position of FECA Secretary should she be elected as a FECA Board member at the 2024 Annual Homeowners Meeting.

Resident’s comments (post meeting):

- Nothing to report at this time.

Adjournment:

- Meeting adjourned at 8:40 p.m.

Exhibit A

2024 Draft Annual FECA Budget – Page 1 of 2

2:46 PM
12/12/23
Cash Basis

**Fairway Estates Community Association
Profit & Loss Budget Overview
January through December 2024**

	Jan - Dec 24
Ordinary Income/Expense	
Income	
Annual Dues	20,790.00
Total Income	20,790.00
Expense	
Administrative	
Annual Dues Notices	
Envelopes	100.00
Postage	340.00
Printing/Paper	300.00
Total Annual Dues Notices	740.00
Bank Fees	50.00
Computer, Internet, Website	
Malware	110.00
Website Domain Renewal	25.00
Website Hosting	275.00
Total Computer, Internet, Website	410.00
CPA	200.00
Dunedin Council of Organization	170.00
Florida Department of State	75.00
New Resident Welcome Packets	100.00
PO Box Rental	225.00
Total Administrative	1,970.00
Insurance/Bonds	
Bond - Fidelity	145.00
Bond - Forgery	45.00
Directors & Officers Insurance	3,200.00
Florida Ins Guaranty Assessment	44.88
Homeowners &/or Mobile HOA	3,062.00
Lakes or Reservoirs	712.00
Paid in Full Discount	-408.04
Parks or Playgrounds	220.00
Special Events	450.00
Terrorism	44.00
Total Insurance/Bonds	7,514.84
Maintenance/Repairs/Utilities	
Beautification	700.00
Contingency/Reserve future exp	
Electrical	0.00
Signs/Benches/Picnic Table	0.00
Tree Trimming	0.00
Contingency/Reserve future exp - Other	1,500.00
Total Contingency/Reserve future exp	1,500.00
Lake Saundra Plantings	250.00
Lawn & Lake Care	
Lake Care	1,440.00
Monthly Lawn Service	3,420.00
Total Lawn & Lake Care	4,860.00

Exhibit A (continued)

2024 Draft Annual FECA Budget – Page 2 of 2

2:46 PM
12/12/23
Cash Basis

**Fairway Estates Community Association
Profit & Loss Budget Overview
January through December 2024**

	<u>Jan - Dec 24</u>
Utilities	
Duke - 1251 Palm 910087941037	504.00
Duke - Brady 910087940804	504.00
Duke - Palm Entry 910087967532	480.00
Water	180.00
Total Utilities	<u>1,668.00</u>
Total Maintenance/Repairs/Utilities	8,978.00
Newsletters	
Postage	90.00
Printing	150.00
Total Newsletters	<u>240.00</u>
Special Events	
Annual Meeting	300.00
Christmas Holiday Party	600.00
Fall Festival	515.00
Garage Sale	120.00
Spring Fling	550.00
Total Special Events	<u>2,085.00</u>
Total Expense	<u>20,787.84</u>
Net Ordinary Income	<u>2.16</u>
Net Income	<u><u>2.16</u></u>