

PENINSULA MASTER ASSOCIATION, INC.

Office Address: 10 Peninsula Blvd., Gulf Shores, AL 36542
Mail Address: 368 Commercial Park Dr., Ste. A, Fairhope, AL 36532
Service Agent, CMA: Susan.Anderson@CMAcommunities.com, 251-901-1225

APPROVED ONLINE BY KEN LEE 16 MARCH 2024, AND BY TERRY CORLEY & BRIAN BRANDT ON 17 MARCH 2024

MINUTES OF THE PENINSULA MASTER ASSOCIATION BOARD MEETING FOR WED. 13 MARCH 2024, 3:00 PM HELD AT THE CLUB HOUSE PAGE 1 of 4

AN EXECUTIVE SESSION WAS HELD IN THE CONFERENCE ROOM OF THE CLUB HOUSE FROM 2:32 PM TO 2:55PM, REGARDING ONGOING LEGAL ACTION.
(Same presidents and Master Board members attended both meetings as listed below; all others excluded)

I. Meeting was called to Order at 3:02 pm by Ken Lee, who then introduced attendees

ATTENDEES:

Master Board Members: Ken Lee Brian Brandt Lyle Brown Terry Corley Tom Hulgan

Master Association Members: Baywalk, Steve Gregg Boulevard, Paul Hagen Haven, Wiley Russell
Lakes, Tom Davis Retreat, Debby Sheppard for Ron Hill

Absent: Links, Terry Markel LVG, Mary Ann Pflueger Preserve, Joe Lapinsky
RacquetClub, Jonathan Bond

Community Management Associates (CMA): Susan Anderson

Others: Three or four Owners attended the 3:00 pm meeting

II. Prior Board Minutes approved online

Scratch meeting 21 Feb. and Regular Master Board Meeting 21 Feb. 2024

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III. ARC Appeals None

IV. Review Financials

Terry Corley is reviewing the banking relationships we have to include the banks we are currently using, the number of accounts we have, the current investments of reserve funds and other investment opportunities we might benefit from.

V. Peninsula Committee Reports & Updates

1. Architectural Review (ARC) See Attachments.
2. Social A summary of planned upcoming activities was given. More information is in the attachments to the 21 Feb. 2024 Master Board meeting minutes.
3. Pier: Report made on light problems and broken water pipes from the freezing spell.
4. Roadways and Drains: Some discussion by Paul Hagen re: "bids".

VI. Old Business

1. Automated External Defibrillator (AED) for main guard house: Price about \$1200.00. Ken Lee moved and Brian Brandt seconded a motion to not purchase an AED. Passed 5 to 0.
2. Modify the Cul-de-Sac at the north end of the Haven. Ken Lee moved and Brian Brandt seconded a motion to have Steiner Services pave six feet into the center circle and to assign the \$5200.00 cost to the Road Maintenance line item in the 2024 budget. Passed 5 to 0.
3. Report by Ken Lee regarding the status of "Villas in the Peninsula". Ken received no response from Philip Harris in spite of several attempts to contact him.

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4. Approved the insurance for 2024 (already paid): PHPK2650159 2024-2025 Commercial Package, as moved by Lyle Brown and seconded by Brian Brandt. Passed 5 to 0.
5. Brian Brandt (continued acting as treasurer until Terry Corley became available) has revised 2024 Budget "Legal Fees" line-item to \$10,000.00 using some of the surplus from 2023. Previously approved online by presidents of Baywalk, Blvd., Haven, Lakes, LVG, Preserve & Racketclub; 376 (78%) weighted votes, 7 of 9 presidents)
6. On 7 March 2024, an owner advised Anthony Vaughn (Scratch Golf) of a dead tree close to the boardwalk, near the far end, possibility posing a danger. Anthony passed this to Ken Lee and noted the Golf Course currently had Arrowhead Tree Service (Jason Santiago, 504-376-3075) working on property. Arrowhead found three trees along the Boardwalk that needed to come down and quoted \$250.00/tree. Ken Lee, Brian Brandt and Lyle Brown concurred to let Arrowhead remove the 3 trees for a total of \$750.00. The billing would be a "pass-through" to PMA via Scratch Golf and Anthony Vaughn. Confirmed that the trees had been removed.

VII. New Business

1. Rekey the Guard House locks due to unrecovered keys and liability issues, or replace deadbolt keysets with combination locks to avoid key issues altogether. Plainsman bid \$983.57 for 4 doors with combo locks. Aaron Lock Service refused to bid, claiming the combination locks available were not reliable. Ken Lee moved we rekey the locks and Lyle Brown seconded. Passed 5 to 0. It was also decided that new keys should be signed for.
2. Use of 2023 surplus, suggestions from Brian Brandt. The following items, "a" through "d", were approved 5 to 0, as moved by Brian Brandt and seconded by Lyle Brown.
 - a. Pay back the Pier Reserve Fund the \$11K+ we used to pay the 2023 Pier repair bills. This would get the Reserve back even since the funds being used were from 2023.
 - b. Add \$1,000.00 to the new budget line item for 2024 - Cost of Sales for Transponders. We added this line due to the need to buy more security gate remotes for new owners that were not in the approved budget and we need to capture this cost going forward each year.

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c. The lawn service was underestimated by \$2000 in the proposed 2024 budget so we should add \$2,000 more to that budget line to clean things up since this was a 2023 issue.

d. The remaining amount we just keep as unassigned to see what else may pop-up this year and if nothing else happens, then add to one of the Reserve Funds.

3. With concurrence of the presidents, the Master Board revises the language on toilet facilities in the C.D.C. & FUS from “The contractor must provide toilet facilities for the workers on the job site in a discreet location.” to read as follows: “The contractor must provide toilet facilities for the workers on the job site in a discreet location, and the doors shall face away from the street”. Approved by consensus.

VIII. Next Meeting is at 3:00 pm, Tues. 9 April 2024 in the Club House NOTE NEW DATE!

IX. Adjournment by Ken Lee at 3:35pm

By Lyle Brown, PMA Board secretary, 15 March 2024

PLEASE SEE ATTACHMENTS

Bid requests sent to Plainsman & Aaron locksmiths

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REISSUED 01 MARCH 2024. After discussions with the bidders regarding lock and door mechanisms and the manner in which locksmiths treat certain bid requests, it was decided that in fairness to the bidders that this bid request should be revised, simplified, and reissued to all selected bidders. All prior bid requests for The Peninsula guard house locks are null and void.

This request for bid concerns locksmith services at the two guard houses in The Peninsula community, west of Gulf Shores, AL.

The point of contact is Lyle Brown, secretary of the Board of Directors of the Peninsula Master Association, at 251-233-9557 & LLBX57@gmail.com.

IF your company is awarded the work, invoice this corporation: Peninsula Master Association, Inc., 10 Peninsula Blvd, Gulf Shores, AL 36542.

IF your company is awarded the work, email the bill to the "Service Agent" listed above in the letterhead, and email a copy to our Treasurer, Terry Corley, at TerryCorley@me.com

We have 2 guard houses at The Peninsula where the locksmith work is proposed to be performed: The Main Guard House at the (West) main entrance (manned); and a small East Guard House (unmanned). Each guard house has two doors with a deadbolt lockset in each door, for a total of four locksets.

Please bid on:

Supply and install FOUR commercial grade, weather-resistant, in-door, combination locks (no batteries, no WiFi), mechanically operated deadbolts, with at least 10 push buttons ("0" thru "9") in place of the existing deadbolt locksets. At the East Guard House, change out the four door knobs to false knobs, inside and out.

It may be 13 March before the bids are reviewed. IF your company is awarded the work, you will be notified in writing by email. You will be expected to leave a copy of the combo lock "Owner Instructions" (or similar document) at both guard houses and give the remaining copies to Lyle Brown. We reserve the right to award or reject bids in our sole discretion.

Any questions, please contact Lyle Brown.

ARC Minutes for 6 March

20 Natures Trail: New build; request denied due to use of wrong form (they used a Modification instead of a New Build form)

305 Peninsula Blvd: paint exterior; approved

127 Lagoon: revised and resubmittal for painting the interior of the screened in patio. Approved.

Note from Secretary Lyle Brown:

Since he was appointed as secretary of the Master Board in 2023, Lyle has been looking, off and on, for minutes and such of the Developers. Even Royce Halstead, the developers' on-site representative, did not know where certain documents went to, at or about the transition of 13 Dec. 2021. In early February 2024, Mecia Carlson of CMA, guided Lyle to a file drawer containing various developer documents left behind. In there were two folders of loose annual meeting minutes, annual budgets and some related documents.

Today, 14 March 2024, Lyle has put into order what was left behind from 2003 to 2020. Not everything was saved, as the file folders appeared to be a catch-all for documents left over from annual meetings. When time avails, Lyle plans to scan the documents into (hopefully) one file to add to the Master Board minutes at PeninsulaMaster.com.

If owners happen to have Master Association/Master Board documents (minutes, budgets, financials) from 2012 and earlier, Lyle would like to see them for possible copying, as they might fill in some blanks.