

## Sept 9 Special Meeting Minutes from Master Assoc. Board (MAB)

Mtg Held Sept 9 at 3pm at Golf Club

Meeting Attendees:

Al Berzett	President
Dan Sheffer	Vice President, remotely
Cole Baas	Treasurer
Kelli Whitehall	Secretary, remotely
Bob Sedge	Board Member
Susan Anderson	CMA

Voting Members:

Cindy Sedge, The Lakes  
Wiley Russell, The Haven  
Vivian Wells, Baywalk  
Kathy Van Alstine, The Preserve  
Jerry Snead, The Boulevard  
Terry Markel, Links condo  
Mary Ann Pflueger, Links Villas  
Darrell Manning, Racquet Club  
Ronnie Hill, Retreat

A number of residents were also present, to listen.

Meeting was called to order by Al Berzett at 3:03 pm.

Al Berzett introduced the Master Association Board members, and CMA manager Susan Anderson. Al Berzett re-iterated CMA takes direction from the Master Board only.

### 1. Review and vote to approve new Gate Security System

Bob Sedge reviewed the Security Plan options with the Master Association Voting Members. The Security Plan options Bob reviewed was the same document included in the meeting notice. See the addendum at the end of these minutes.

Comments and questions from the Voting Members during the presentation included not having enough time to review and ask questions before being asked to vote. The Master Board responded that the bylaws were followed, the meeting notice went out to Voting Members on Aug 29, meeting the 10-day notice requirement. The meeting notice included all the information Bob reviewed.

A vote was taken:

Option 3: Change Main Gate to manned security from 6:30AM to 10:30PM, **RF transmitters for Owners**, "Call back" keypad entry system and Owners' Guests, temporary assigned keypad code for Renters; **Upgrade East Gate gates** to use RF Transmitters (non-cloneable") and update cameras and install license plate readers: 3 votes in favor, Lakes, Haven, Boulevard

Option 2: Change MAIN GATE only to manned security from 6:30AM to 10:30PM, "Call back" keypad entry system for Owners and Owners' Guests, temporary assigned keypad codes for Renters. Install cameras and License Plate Readers on Main Gate; **NO CHANGE to East Gate:**

2 votes in favor, Preserve, Retreat

Option 1 No Change: 4 votes in favor, Links Villas, Links Condo, Baywalk, Racquet Club

Vote Result is no change to Gate Security System

2. Review Bylaws for Election of Master Association Board of Directors for 2023

Al Berzett gave notice that the election of Master Board Members is coming up and asked the Voting Members to review the bylaws included in the meeting notice. There will be more on this from the Master Board in upcoming meetings.

3. Budget Planning Discussion

Al Berzette reviewed the Master Board status on big budget items coming up for the 2023 Budget. Specific items mentioned were Liability Insurance, which is expected to triple in cost.

Landscape costs are another large line item in the Budget. Cole Baas is collecting information on cost increases for the coming year. The Master common area we pay Honours (Jamie) to maintain, from the front Guard gate to Fort Morgan street, are increasing by 3%, to \$27.8K for the year. Cole is also taking bids as a backup for the areas maintained by Honours, in the event Honours can no longer provide this landscape serve to the Master Association. The cost for the remaining Master common areas maintained by Extreme Lawn Care (Yancy) will not be increasing next year. Cole will continue to pursue the well filtration system effort, to reduce the iron content in the well water. This cost will be included in the Landscape maintenance budget for 2023.

The Roadway Reserve status was presented by Dan Sheffer, giving a review of the original roadway plan from the previous Master Board, the need to update the plan and accumulate enough money in the reserve over the next 7 years to meet the expected need for repaving of approximately 7 miles of Peninsula roads. Initial rough calculations indicate an assessment of \$50/lot/year for 7 years. This number is still being refined, to ensure reasonable inflation rates over 7 years, reasonable accumulation of money so as not to have excess money at the end of the 7-year expenditure cycle. See separate power point document.

Comments from the Voting Members included their now different view of cost savings to be gained by changing the Gate Security System, and some wanted a second chance to vote on the Security Gate System options if this would offset the Roadway Reserve assessment.

The meeting was adjourned at 4:54pm.

# ADDENDUM

## Security System Changes

(Security Committee)

**Report to Voting Members on Options for Security System Changes**

**The Security Committee identified three issues needing to be addressed:**

- 1). The overall cost of The Peninsula Security Systems
- 2). “Unauthorized” use of the East Gate entrance/exit by contractors.
- 3). “Unauthorized” (non-owner) pedestrian and bicycle access through the East Gate.

**Security Costs/Savings Analysis:**

Quotes for manned security were requested from six local firms; three sent quotes. Gulf Coast Security (Kiva) was 0.1% higher than Sidwell; Global Security (Beach Club) was 11% lower, but we did not get good references for them.

**Committee’s Recommendations:**

*The only way to achieve significant cost savings is to replace manned security with electronic gate access, at least for part of the day. Continue to use Sidwell for manned security services and use electronic gate access from 10:30PM to 6:30AM.*

**Electronic Gate Access Security System Options:**

<b>Option 1: NO CHANGE</b>	<b>2022 Estimate</b>	<b>2023 Estimate</b>	<b>2024 Estimate</b>
Labor/Guards	\$202,000	\$217,150(+7.5%/hr*)	\$233,400(+7.5%/hr*)
Utilities	\$ 4,000	\$ 4,000	\$ 4,000
Maintenance	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
<b>Total</b>	<b>\$211,000</b>	<b>\$226,150</b>	<b>\$242,400</b>

(\* Estimated increase in costs per Jim Sidwell)

**Option 2:** Change MAIN GATE only to manned security from 6:30AM to 10:30PM, “Call back” keypad entry system for Owners and Owners’ Guests, temporary assigned keypad codes for Renters. Install cameras and License Plate Readers on Main Gate; **NO CHANGE to East Gate.**

Labor/Guards	\$202,000	\$145,500(+7.5%/hr)	\$156,400(+7.5%/hr)
Security Eqmt (Gates/Cameras)	\$ 40,000	\$ 0	\$ 0
Database Management	\$ 0	\$ 600	\$ 700
Utilities	\$ 4,000	\$ 2,200	\$ 2,200

Maintenance	\$ 5,000	\$ 5,000	\$ 5,000
Total	\$251,000	\$152,800	\$164,300

**Pros:** \$60K+ savings per year

**Cons:** No improvement in East Gate Security:  
(Cloneable Clickers, no LPR's, same gates)  
Increased Property Management costs to maintain keypad database

**Option 3:** Change Main Gate to manned security from 6:30AM to 10:30PM, **RF transmitters for Owners**, "Call back" keypad entry system and Owners' Guests, temporary assigned keypad code for Renters; **Upgrade East Gate gates** to use RF Transmitters (non-cloneable") and update cameras and install license plate readers.

Labor/Guards	\$202,000	\$145,500(+7.5%/hr)	\$156,400(+7.5%/hr)
Security Eqmt (Gates/Cameras)	\$ 60,000	\$ 0	\$ 0
New RF Transmitters	\$ 35,000*	\$ 0	\$ 0
Utilities	\$ 4,000	\$ 2,200	\$ 2,200
Maintenance	\$ 5,000	\$ 5,000	\$ 5,000
Total	\$306,000	\$152,200	\$163,600

(\*Assuming 1100 transmitters paid for though the Master Association Budget)

**Pros:** \$60K+ savings/yr & improvement in East Gate Security

Two entry systems, with call back system as a back-up system.

**Cons:** Requires replacement of existing clickers

Requires Owners to have RF transmitter to enter or exit from the East Gate

### **Committee's Recommendations:**

Use electronic gate access for 8 hours each day for the Main Gate and upgrade the East Gate with two button RF Transmitters, new gates and new security cameras.

### **Questions Requiring Voting Member Approval:**

- 1). Should we change our current security systems? If we change, which Option should we use?
- 2). If we change, how should the costs be paid?  
Special Assessment in 2022 or "borrow" from the Roadway Reserve in 2022 and "repay" the Roadway Reserve from the security savings in 2023?
- 3). If Option 3 is chosen, how should we pay for the new RF Transmitters?
  - a). Master Association purchases them for ALL Owners (2+ per Lot); Cost \$35,000.
  - b). "Trade out" existing clickers at no charge (or small administrative fee); cost (\$8-12K?)
  - c). Any Owners who want new RF Transmitters pay for them (\$32 + admin fee)?

(Note: Owners can enter the Main Gate without RF Transmitter using the "call back system, but access through the East Gate will ONLY be by using RF Transmitter)

# ADDENDUM

## Roadway Reserve Planning

Dan Sheffer reported the following:

No roads have been repaved since the initial development, only repairs.

The City of Gulf Shores was consulted on current cost of repaving using asphalt.

\$227,000/mile

There are 6.5 miles of roadway in the Peninsula

Assume 10% inflation on price each year

A simple calculation results in \$2.5 million in 7 years

There is currently \$600,000 in reserve

We are \$1.9 million short over 7 years

Estimated assessment is \$50/lot/mo over 7 years

Storm sewer repair \$240,000 for 27 identified repair locations, these repairs are part of roadway reserve