

THE PENINSULA MASTER ASSOCIATION, INC.SM

Office Address: 10 Peninsula Blvd., Gulf Shores, AL 36542

Mail Address: The Peninsula Master Association, c/o CMA, 30181 Hwy 59, Suite 3A, Loxley, AL 36551

Service Agent, CMA: Susan.Anderson@CMAcommunities.com, 251-901-1225

Minutes and other information posted at PeninsulaMaster.comSM

REVISED MEETING MINUTES APPROVED ONLINE 26 JAN. 2026 BY KEN LEE & ROBERT WEBER,
AND ON 27 JAN. BY TOM HULGAN

MINUTES OF THE BOARD OF DIRECTORS MEETING OF WED. 07 JAN. 2026, 3:00 P.M. AT THE SALES OFFICE

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I. Meeting was called to Order at 2:59 P.M. by President Ken Lee.

ATTENDEES:

Board of Directors Members Present: Ken Lee, Brian Brandt, Lyle Brown, Robert Weber & Tom Hulgan

Master Association Members Present:

Baywalk, Steve Gregg

Lakes, Tommy Burge

Racquet Club, Tracy Marmolejo

Boulevard, Paul Hagen

LVG, Mary Ann Pflueger

Retreat, Scott Hanson

Haven, Chris Rose

Master Association Members Absent: Links, Terry Markel & Preserve, Joe Lapinsky

Community Management Associates (CMA): Susan Anderson.

Others: Ken Morgan, Retreat & Scott Hamre, Blvd., & Roads/Drains Committee

II. Prior Minutes approved online: Presidents' Annual Meeting of 10 Dec. 2025.

III. Peninsula Committee Reports & Updates:

1. Architectural Review (ARC).

Ken Lee announced the appointment of Dennis Whisenant of Retreat, to the ARC.

2. Pier.

Ken Lee noted the bathrooms would remain closed to spring, at which time they would be included in a survey of the pier condition and the cost/logistics of repairs, pier replacement, and the question of keeping bathrooms at the pier. He hopes to find a contractor that would give "ballpark" figures without a charge for doing so.

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3. Roadways and Drains.

Ken Lee noted he is considering folding the Piers Committee into the Roads and Drains Committee and that he has trained Scott Hamre on the operation and repair of all gates. There was discussion about replacing the photocell reflector and its shield on the East Gate inbound lane. Paul Hagen said he would spray the reflector with a protective chemical.

When Scott Hamre arrived later in the meeting, Ken Lee returned to the Roads reports and Scott discussed repair of 4 potholes. Consensus was that the potholes need to be repaired soon to avoid +increased road damage. Scott to find a contractor and the presidents were asked to survey for additional potholes to be repaired.

4. Social.

Next meeting 14 Jan. 2026. Also, see "Comments and questions by Presidents or Owners", Item VI.

IV. Old Business:

1. Villas on Peninsula Marsh update.

Ken Lee reported that JP Partners LLC (Philip Harris) paid the principal on assessments owed in 2025. Susan noted that there was a small amount with interest in arrears from 2025 not associated with the dues assessments, and Harris' people were notified. This amount does not fall under the terms of the "First Amendment to the 2024 Master Declaration". JP Partners is now paying assessments based on the equivalent of two lots (Jan. assessment paid).

It was suggested that a thank you letter be sent to Mr. Harris. It was discussed and agreed that the board should extend an invitation to future board meetings to Philip Harris since he does not have an active HOA but is paying the master.

2. Status of lawsuits.

Ken Lee updated all present.

V. New Business:

1. Ken Lee reported that Jason Willis is giving the PMA first chance to buy the "Sales Office".

Asking price and financial data to be supplied by Jason in the near future.

2. Renew Insurance Policies.

Susan Anderson did not have renewals in hand, but was able to report that the D&O policy (Directors and Officers Liability Insurance) would increase in cost by 70% for 2026 from the \$3644 of 2025.

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3. Meeting dates of the Presidents annual meeting and the budget presentation.
Presidents and Board concurred with the 2nd Wed. of Dec. going forward for Presidents annual meetings (09 Dec. in 2026); and for budget presentations, the 2nd Wed. in Oct. (14 Oct. in 2026) going forward. Budget is needed by Service Agent by 01 Nov. The Nov. and Sept. meetings remain in place for now.
4. Reset deadline for agenda items.
To comply with Ken Lee's request to keep weekends & holidays free of business, and to limit communications to normal business hours, except for emergencies, all agreed the deadline for agenda items be moved from 5 p.m. Friday to 12:00 p.m. on Friday prior to meetings.
5. Discussion of processing and payment of bills.
Robert Weber reported: 31 Dec. 2025 Balance Sheet should show about \$95,000 in the Operating Account. \$43,000 interest gained by the reserves & \$1.4 million in the reserves.
6. External email communications by the master association. Suggestion was to have the president or vice president send all external emails to HOA presidents, vendors, residents, etc. This would include meeting notices, meeting minutes, any email other than to another board member or a committee member.
7. Use of the peninsulamaster email account for all BOD emails, both internal and external.
From the July 2025 meeting minutes: "The Board and the presidents agreed to switchover to the new email addresses set up under the Peninsulamaster.com domain to get away from the use of personal email addresses."
Users may receive instructions & passwords from Terry Corley, 214-460-7442, terrycorley@me.com.

List of New PMA Email Accounts

- * baywalk@peninsulamaster.com - Baywalk Neighborhood HOA President
- * boulevard@peninsulamaster.com - Boulevard Neighborhood HOA President
- * lakes@peninsulamaster.com - The Lakes Neighborhood HOA President
- * racquetclub@peninsulamaster.com - The Racquet Club Neighborhood HOA President
- * haven@peninsulamaster.com - The Haven Neighborhood HOA President
- * links@peninsulamaster.com - The Links Condo Neighborhood HOA President
- * linksgolfvillas@peninsulamaster.com - The Links Golf Villa's Neighborhood HOA President
- * preserve@peninsulamaster.com - The Preserve Neighborhood HOA President
- * retreat@peninsulamaster.com - The Retreat Neighborhood HOA President
- * villasOPM@peninsulamaster.com - Villas on Peninsula Marsh HOA President (yet to added)

- * president@peninsulamaster.com - PMA President
- * vp@peninsulamaster.com - PMA Vice-president
- * secretary@peninsulamaster.com - PMA Secretary
- * treasurer@peninsulamaster.com - PMA Treasurer
- * mall@peninsulamaster.com - PMA Member at Large
- * support@peninsulamaster.com - PMA Tech Support (admin. Lyle Brown; backup Terry Corley)

* e-mail in use.

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By consensus, the email address "PeninsulaMasterAssoc@gmail.com" will be deleted as a message repository after email addresses are in use.

7. Should gate openers be deactivated if resident is in collection status?

Consensus was to do so.

8. Should Master Covenants allow more than just white golf carts?

Consensus was to not address this issue now.

9. Discussion of Covenants enforcement.

Consensus was that all covenants shall be enforced.

VI. Comments and Questions by Presidents or Owners:

Paul Hagen asked if our liability insurance covers the Social Committee. Susan Anderson to check.

VII. Next Board of Directors Meeting is at 3:00 P.M., 11 March 2026 in the Sales Office.

VIII. Adjournment by President Ken Lee at 4:10 P.M.

By Lyle Brown,
Secretary, PMA Board of Directors
08-29 Jan. 2026.

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PLEASE SEE ATTACHMENTS FOLLOWING FOR MORE INFORMATION

08 Nov. 2025, Pier message approved by Ken Lee, Brian Brandt, Lyle Brown and Robert Weber.
HOA presidents, please send this message in its entirety to your residents to clarify the pier situation:

Residents,

The pier is open but the water supply is shut off due to the impending cold weather.

All pipes, both freshwater and black water, have been repaired. The tank that holds black water has been emptied. There is no black water entering the bay. Bathrooms are closed and locked.

This spring the Master Association plans to have a full evaluation done, with cost estimates, to replace and upgrade all the pier plumbing. This will of course require a vote by the HOA presidents. Until then we believe the pipes are in too bad a shape and prone to failures.

To summarize, the pier is open but no water is available for any of the faucets or bathrooms at the pier until the cold weather is over and an evaluation is completed.

Peninsula Master Association

12 Nov. 2025 St. Andrew by the Sea Tour of Homes in The Peninsula.

Lyle Brown spotted a notice of the tour in the Mullet Wrapper. Permission of the Board had not been requested yet. Lyle contacted the co-chair of the event (Mark Mitchell) and Mark to call Ken Lee to ask permission to hold the Tour. Mark was asked to make contact with us about Sept. next year to keep the process in the proper order. Lyle & Robert Weber in favor of the event. Ken Lee concurred.

18 Nov. 2025 Form for Caregivers - Long Term Pass and Gate Remote.

Three forms consolidated into one by Ken Lee, approved by Ken, Lyle Brown & Robert Weber.

10 Dec. 2025 BOD Organizational Meeting for 2026.

The 2026 Board of Directors ("BOD") members met right after the presidents annual meeting and by consensus decided that the same persons would fill positions for 2026 as held in 2025: Ken Lee, BOD President; Brian Brandt, V/P; Lyle Brown, Secretary; Robert Weber, Treasurer; and Tom Hulkan, Member at Large.

11 Dec. 2025, email approved by Ken Lee & Robert Weber was sent to committee chairs by Lyle Brown over Ken Lee's name:

Hello committee Chairs,

As we head into 2026 with a tight budget, it has come to the attention of the Board of Directors that some changes or additions to work and costs have been authorized without PRIOR Board approval.

Committee chairs are reminded that committees shall not commit the board to any actions or cost without the Board's PRIOR approval. Change orders must be in writing and have Board approval PRIOR to work. No verbal changes. No additional work or cost without PRIOR Board authorization. It does not matter if the vendor is onsite and doing work already. **NO CHANGES WITHOUT AUTHORIZATION.**

With electronic communications available, it is easy to quickly obtain proposed change orders in writing from vendors and provide explanation to the Board for expedited review.

Thank you on behalf of the Board of Directors,

Ken Lee, Board President

12 Dec. 2025, the following reminder with "2024 First Amendment" attached was sent to Philip Harris (Villas, JP Partners LLC) by our Service Agent Susan Anderson:

Hi Mr. Harris,

I trust you had a good Thanksgiving and are preparing for a merry Christmas.

It appears a check for the December dues has yet to be posted to your account. Would you please confirm the payment of \$1,000 has been sent?

Additionally, please consider this as a courtesy reminder that the balance due on the account is due by December 31, 2025. Timely payment will ensure the late fees and interest held in abeyance are not reinstated AND provides for the reduction in billing from 35 lots to 2 lots effective January 1, 2026. I've attached the Amendment to the Declaration noting this agreement for your convenience.

I will be in the Peninsula Master office on December 17th from 10-1:30.

Thanks, and enjoy the weekend.

Susan

Susan Anderson
Association Manager

Application for long-term (up to 6 Months) entry pass into Peninsula and optional gate opener for use by caregiver

The Peninsula Master Association strictly limits access and the distribution of gate openers within The Peninsula community. Gate openers are not issued to and not to be loaned to non-owners, non-resident relatives, contractors, friends, or others. Gate openers are not to be used to let visitors through the any gates. Violation may result in the gate openers for an entire household being electronically deactivated.

The issuing of gate openers to caregivers and persons monitoring the elderly and infirm is strictly regulated, requiring board of directors' approval in each case. It also requires annual renewal and strict justification on the part of the caregiver. Eligibility includes but is not limited to elderly, infirm, and others subject to falls, loss of consciousness, mental/medical episodes, disabilities, trouble with self-care, or similar issues that may require quick access by monitors or caregivers at irregular hours. Gate openers issued to caregivers or monitors are to be used only for the purposed intended and are subject to revocation at any time.

Start Date: _____

End Date: _____

I, _____ Resident Name

_____ Address

_____ Telephone Number

do hereby grant authority to the Peninsula Gatehouse Courtesy Officers to allow:

Name/Relationship/Telephone Number/email address



an Extended Pass Entry into Peninsula, for the expressed purpose of visiting my residence for the below stated reason(s).

Reason for the long-term pass authorization, be specific: _____

If a gate opener is required for after-hour access, please state specific need.

The parties signing below acknowledge and swear all information provided in this application is accurate and truthful, a doctor's letter may be required for verification. If the gate opener is no longer required, it will be promptly returned. I hereby agree to keep this authorization current hold The Peninsula Master Association and Sidwell Protection Services Inc harmless regarding the accuracy and currency of this authorization. The gate opener is provided at the sole discretion of the Peninsula Master Association Board of Directors.

I further understand and agree that neither The Peninsula Master Association, Sidwell Protection Services Inc, or any courtesy officer assumes any liability for granting access to the individuals listed above.

Signature of Caregiver/Date

Signature of Resident/Date

FOR USE OF THE BOARD OF DIRECTORS:

Date reviewed by Board _____

Decision of the Board: Approved Denied

Form: 17 November 2025

Alabama Professional Services



NOV 17 2025

EST. 1977

APS FOUNDATION

3340 Richwood Ave
Irondale, Al 35210
Phone: (205) 951-9717
Fax:
Email:
tomille@alabamacleanspace.com

TO
The Peninsula Master Assoc 30181 State Road 59 Suite A3
Loxley, AL 36551

Item	Description	Total
General	PolyLEVEL	\$ 5,486.00
General	NexusPro Crack Repair	\$ 497.25

Scott Hamre
319 Peninsula Blvd
Gulf Shores AL 36542

Total \$ 5,983.25
Receipts & Adjustments \$ 0.00
Balance Due \$ 5,983.25

From:
The Peninsula Master Assoc
30181 State Road 59 Suite A3
Loxley, AL 36551

Mail To:
APS FOUNDATION
3340 Richwood Ave
Irondale, Al 35210

Customer ID IPR79036

Date 11/17/2025

Amount Due \$ 5,983.25

Amount Enclosed \$

ARC MEETING MINUTES OF 05 NOV. 2025

Members in Attendance: Gabi Rohman, Julie Bowlick and Carol Sheriff

Absent: Robin Anderson

Next ARC meeting is on November 19th at 1:00

We will not hold an ARC meeting on December 3rd

ARC meeting in December on the 17th at 1:00

110525-01 19 Baywalk - Davis Residence APPROVED

Enclose present back screened patio with glass window enclosure. Glass will be non-reflective. Enclosure will not change the present footprint of home.

110525-02 45 Haven Drive, Shambley Residence APPROVED

Restrain front door according to neighborhood standards. Color will match present door color -much improved appearance.

110525-03 [409 Peninsula Blvd.](#), Leonard Residence APPROVED

City approved removal of Magnolia tree in front yard. New sod to be installed in place of tree and areas where grass would not grow.

> ARC MEETING MINUTES OF 17 DEC. 2025

>

> Members in Attendance:

> Gabi Rhoman, Julie Bowlick, Robin Anderson and Carol Sheriff

> NEXT ARC MEETING WILL BE ON JANUARY 7TH AND 21ST, AT 1:00 P.M.

>

> Meeting Minutes from December 17, 2025

> 01-121725 36 Lagoon - Stine REVISE/RESUBMIT

> requested application to install concrete patio in rear of home. ARC requested a plat showing where the patio will be located, making sure that the patio is within the 35' setback on property.

>

> 02-121725 312 Peninsula Blvd - Blake/Radford APPROVED POOL

> ARC mentioned that permit to remove tree should be included in application also for future reference if lania is to be added new application should be submitted for ARC Approval.

>

> 03-121725 22 Preserve Lapinsky

> ARC approved new landscape plan. Removal of old/overgrown landscaping, repaid fence for pool equipment. Thanked them for the complete information.

Carol Sheriff

ARC MEETING JANUARY 7TH, 2026

In Attendance: Gabi Rohman, Julie Bolwick, Robin Anderson, Carol Sheriff

Invited to attend: Ken Lee, Rick Danden -

Mr. Danden (Haven resident) was interested in joining the ARC Committee, it was explained that we were looking to replace a Retreat area member and had found someone to fill that opening. Mr. Danden then left the meeting.

We have asked Dennis Whisenant – Retreat resident to join our ARC Committee. He will begin at the next meeting on January 21, 2026.

Items to be considered:

01-010726 Stelzer 20 Haven Drive APPROVED – Installation of black aluminum fencing in back yard. Met all requirement.

02-010726 Leeper 51 Haven Dr.

DENIED owners requested that they be allowed to remove all natural grass in back/side yard and replace with astro-turf. In accordance with Landscape specifications 12.27 we denied request. Covenant states that yard must be natural grass.

03-010726 Leeper 51 Haven Dr

APPROVED: Screening to hide pool equipment - request is within neighborhood standards.

04-010726 Estes 12 Wildlife

REVISE AND RESUBMIT: (1) Removal of tree next to driveway must have city of Gulf Shores arborist written approval. (2) Remove damaged cement driveway area and replace with pavers. ARC asked that this request be presented to Haven HOA for approval and possible revision of neighborhood standards. If HOA approves ARC will then approve pavers to be installed in driveway area. Also written Gulf Shores tree removal must be attached to request.

05-010726 Stine 36 Lagoon Dr

APPROVED: Construction of concrete pad within set-back area in back yard.

06-010726 Croxton 40 Haven Dr.

APPROVED: Construction of covered sunroom addition. Within set backs

Peninsula Board of Directors
Social Committee Meeting Minutes
November 12, 2025 1:00 p.m. - Sales Office

Present: JD Snead, Anne Favret, Julie Bowlick, Lynne Lynn, Debby Sheppard, Shelly Croxton, Sue Buford, Trish Thompson, Gaye Moore, Debby Griffin

I. The meeting was **called to order** at 1:00 p.m.

II. **Financial Update**

- Stacy Ingold reported a balance of \$1,340.36 (subject to change based on coupon book income and Jingle Mingle expenses).

III. **Breast Cancer 5K/Walk** - October 18th

- Committee unanimously agreed that it was a great turnout and well received by the neighborhood
- Sonya reported that she delivered a check in the amount of \$3,000.00 to Anchor Cross Foundation
- Stacy offered her thanks for all on the committee who made this event successful, with a special thanks to Sonya Willis for her dedication to making this event happen.

IV. **Coupon Books**

- JD Snead reports there are 35 books remaining to be sold

V. **Jingle Mingle**-Dec. 12th 4:30-7:30

- Food and Beverage
 - *Stacy Ingold (plates, napkins, cups, wine, soft drinks)
 - *Stacy Ingold and Robin Anderson (determine the appetizer menu and distribute signup sheet for the committee)
- Bar Set Up
 - * Kenny Hisle and Debby Griffin will serve as bartenders (they will provide their own vests)
 - *Lynne Lynn will provide cooler and ice for the bar
- Bottle Pull
 - *Anne Favret will put a container on her front porch for those who want to donate a bottle of alcohol/wine for the Bottle Pull
 - *Robin Anderson will post on the resident Facebook page an explanation of the bottle pull
 - *Anne will purchase the wine bags and décor for the bottle pull
 - *Robin, Stacy and Ann will decorate the bottle bags
 - *Last date for donation of wine/alcohol is December 10th.
- Silent Auction
 - *Trish Thompson has now received 14 commitments for auction items
 - *Trish will create all bid sheets and set up items with bid sheets on Dec. 12
 - *Due date for auction item donations is December 5th
 - *Residents can contact Trish Thompson at 719-322-4789 if they wish to make a donation to the auction
 - *Bidding on auction items will end at Jingle Mingle at 7:00 p.m.
 - *Trish and Julie Bowlick will be responsible for collecting bid sheets, calculating monies received and noted to the individual who made the donation. Winning bids will be given out at Jingle Mingle and on Saturday, for those who have left for the evening.
- Flyers and Promotion
 - * Stacy Ingold will create the flyer
 - *Debby Griffin will have the flyers printed and distribute on Dec. 1 and 2.
 - *Robin Anderson will post the flyer on the resident FB page
 - *All committee members will post the flyer on their respective FB pages in the week before Jingle Mingle
 - *Stacy Ingold will create flyers for the tip jar, bottle pull w/price
- Entertainment/music
 - *The committee would like to have Christmas music playing in the background. They opted for no live music.

- Discussion/Next steps
*The next committee meeting will be Dec. 10, 2025. Plans will be finalized at that time.
Decorating and set-up will be determined. (Stacy and Sonya)

VI. Meeting **adjourned** at 1:50 p.m.

Respectfully submitted
Debby Griffin

**Peninsula Board of Directors
Social Committee Meeting Minutes
December 10, 2025 1:00 p.m. - Sales Office**

Present: Stacy Ingold, Gail Hisle, Trish Thompson, Tracy Marmolejo, Julie Bowlick, Sonya Willis, Leigh O'Connor, Robin Anderson, Lynne Lynn, Anne Favret, Jane Lee, Debby Griffin

I. Meeting called to order at 1:00 p.m. by Stacy Ingold

II. The committee has a balance of \$1,440.30 as of October 9, 2025

III. The committee prepared the bottles for the bottle pull, decorated the bar area and entrance, and arranged the auction items

IV. Residents who gifted items for the Silent Auction are: Shelly Croxton (3), Gail Hisle(2), Stacy Ingold(2), JD/Sara Snead(2), Ellen Rogers/Sue Buford/Debby Griffin, Robin Anderson, Julie Bowlick, Trish Thompson, Marga Lacey, Aletza Boucher(2), Anne Favret (2), Diana Parrish, Sue Buford, Deborah Kasica, Sonya Willis/Lynne Lynn/social committee

V. Hors de Oeuvres list and wine selection finalized

VI. Committee agreed that half of the money raised from the Bottle Pull and half the money from the Auction would be presented to **Gift of God**, along with all toys collected at the Jingle Mingle.

VII. Final logistics completed.

VIII. Meeting adjourned at 2:00 p.m.

This is the final meeting for the Social Committee 2025. The final event is this Friday, Dec. 12, Jingle Mingle from 4:30-7:30.

Respectfully submitted
Debby Griffin