



MARTIN DOWNS PROPERTY OWNERS ASSOCIATION, INC.
3501 SW CORPORATE PARKWAY
PALM CITY, FL 34990
(772) 283-4746
Fax: (772) 283-9894

APPROVED

EXECUTIVE COMMITTEE MEETING MINUTES

MAY 22, 2024

PRESENT:	Tim Graham	President
	Bernie Carmell	Secretary
	Laura Cardinale	Treasurer
	Patricia Brimlow	Vice President
	Jay Mahoney	Commercial Property
	Karen Bevis	East Villages
	Joe Carr	Meadows
	Bobbie Howard	Monarch
	Rose Wright	Sunset Trace
	Luis Rubio	West Village
	Jody Armstrong	Administrator, MDPOA
	Liz Bonan	Ross Earle & Bonan, PA

ABSENT: None

Call to Order: The meeting was called to order at 1:59 p.m. by President Tim Graham.

Quorum Called: President Graham stated there was a quorum.

Approval of Minutes: A Motion was made and seconded to accept the Minutes for the March 27, 2024 Executive Meeting. The Motion was unanimously approved. And a Motion was made and seconded to accept the Minutes for the April 02, 2024 Executive Meeting. The Motion was unanimously approved.

Budget Committee Report:

Financial Report – Laura Cardinale, Treasurer, reviewed and answered questions regarding the April Financial Statement. President Graham stated that the AlliedUniversal security contract renewal is being reviewed and will be approved with the budgeted 3% increase in hourly wages.

Surface Water Management Committee Report:

Jody Armstrong, Administrator distributed a summary of all pending and completed projects since the last meeting and answered questions regarding same.



Executive Committee Meeting
May 22, 2024
Page 2 of 4

Landscape Committee Report:

Jody Armstrong, Administrator, reported that summer annuals were installed. Also that she and President Graham met an Arborist at a Heronwood residence, in response to the resident's request that Martin Downs POA cut down two Pine trees, approximately 40' in height, along Osprey Creek. The resident is concerned the trees would damage his property if they fell during a storm or hurricane. The same request was made by the resident in 2023, and as was done in 2023, MDPOA contracted with an Arborist to assess and provide a written opinion as to the health of the Pine trees. They were found in 2023, and again during this meeting, to be healthy. The resident was told during the meeting that based on the opinion of the Arborist the trees were healthy therefore MDPOA would not cut them down. However, MDPOA would give the resident permission to hire a licensed and insured contractor to stump-cut (flush cut to the ground) the two Pine trees and remove all debris. In addition, MDPOA requested Yellowstone Landscaping remove all vines growing in the same landscape bed which includes various and numerous other plants, shrubs and trees, and which are starting to grow up the trunk of one of the Pine trees.

President's Report:

President Graham recommended the Executive Committee begin thinking of strengthening the requirements for Officer positions to MDPOA. He and other Committee members pointed out that the Documents currently allow a parcel owner, with or without qualifications of any kind, or any experience or knowledge of MDPOA, to run and be elected President. The Committee members were in agreement that requirements should be put in place and will submit suggestions to Jody Armstrong and Liz Bonan. In addition, it was suggested the election process be better defined and transparent, so all are aware of upcoming elections. Bonan will compile the suggestions and prepare a draft document to establish election procedures, and requirements to run for Officers, which can be discussed at the next Executive Meeting.

Old Business / New Business / Comments:

Access System Update – Richard Gunthner gave an update: Entry enhancements at Meadows are complete. The challenge now is for Meadows to get email addresses for all their residents. Moving forward with West Village, Sunset and Monarch, the push needs to be for each association to get email addresses to be ready for the data uploads to ButterflyMX. West Village will be the next to go live, and the boring work and footers are underway. Sunset Trace



Executive Committee Meeting
May 22, 2024
Page 3 of 4

Old Business / New Business / Comments:

Access System Update Continued –

is also underway, the areas marked for boring. Both gate entries should be complete by the end of June. Richard advised he has not yet heard from Monarch but was told they are communicating directly with Access Masters regarding their enhancements. Pat Brimlow said she would send the proposal they received from Access Masters to Richard, and they had decided not to add the resident trap or visitor u-turn enhancements.

Regarding the back gate at Crane Creek, along High Meadow Avenue, MDPOA currently provides barcode and access services for the CCPOA residents at their back gate. MDPOA met with some of the CCPOA Board members last year, and provided alternative options for their back gate when MDPOA no longer has a barcode system, and we use only License Plate Recognition (LPR) at the front gate. The options include CCPOA moving their entrance gate forward further into their community, to allow room for the LPR camera; or CCPOA could add their own stand-alone barcode system, compatible with the current barcode system, and continue servicing barcodes themselves for their residents using the back gate. MDPOA would provide the LPR entry at the front gate for CCPOA residents.

It was reiterated that in the future, it is MDPOA's recommendation that each of the three gated associations take over security gate access for their own communities (West Village is run by MDPOA so would continue under MDPOA). These reductions will continue to reduce MDPOA's "footprint".

Katz Update – Final Update - President Graham reported the property was sold for \$550,000 and the closing took place. The PNC loan was paid off. The special assessments were collected, and the cash part of the settlement paid. A fully executed Settlement Agreement and Agreed Order on Settlement Agreement Dismissing Case with Prejudice was received from the court. The unused portion of the collected special assessment amounted to \$14.77/unit, and a check was sent to each Member for their portion. The Katz lawsuit and settlement are now concluded.



MARTIN DOWNS PROPERTY OWNERS ASSOCIATION, INC.
3501 SW CORPORATE PARKWAY
PALM CITY, FL 34990
(772) 283-4746
Fax: (772) 283-9894

Executive Committee Meeting
May 22, 2024
Page 4 of 4

Next Meeting:

Next Executive Meeting – Wednesday, June 26, 2024, at 2:00 p.m.

Adjournment: A Motion was made and seconded to adjourn the meeting. The meeting was adjourned at 3:23 p.m.

Respectfully Submitted,

Jody Armstrong
Jody Armstrong, CAM
Administrator