

**HILTON HEAD PLANTATION PROPERTY OWNERS
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, OCTOBER 26, 2021
9:00 AM – POA SERVICE CENTER**

I. CALL TO ORDER:

President Jon Heron called the meeting to order at 9:00 AM.

Present were:

Jon Heron
Lori Schmidt
Jim Lucas
David Pollock
Jordan Berliner
Rex Garniewicz
Ann Schwab
Ed Schottland
Betsy Weppner

Staff Members:

General Manager:	Peter Kristian
Assistant General Manager:	Todd Lindstrom
Recording Secretary:	Sharon P. White

II. PRESIDENT'S REMARKS

President Jon Heron:

- Noted that he has often responded to residents' concerns without thinking that the matter should be referred to the appropriate Committee Chair or Staff member; he apologized if he stepped on anyone's toes.
- Noted that the Volunteer Party is scheduled for Friday, December 3rd.

III. APPROVE BOARD MINUTES

Rex Garniewicz made a motion to approve the September 28, 2021, Board Meeting Minutes as presented. Ed Schottland seconded, and the motion passed unanimously.

IV. FINANCIAL REPORT

Todd Lindstrom gave a brief presentation on the September Financials. He noted HHP is doing well on the revenue side \$17K to the good. He also noted that Commercial Decals, facilities, and Tennis lessons, as well as ARB are all doing well. He noted that Assessments are at an all-time best. Capital Transfer fees continue to be strong. Expenses are under budget by 27K, should close the gap on the Road/leisure projects.

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V. GENERAL MANAGER'S REPORT

- Staff is busy with preparation for winter activities including the Volunteer Appreciation party.
- Our advertising revenue for *Plantation Living*:

	<u>2020</u>	<u>2021</u>
January	\$12,950	\$12,305
February	\$13,375	10,800
March	\$14,575	\$12,675
April	\$13,035	\$12,710
May	\$11,980	\$12,050
June	\$10,655	\$14,640
July	\$12,005	\$14,845
August	\$11,600	\$14,935
September	\$12,520	\$14,190
October	\$13,375	\$15,450
November	\$14,520	\$13,190++

- The Capital Transfer fees collected thus far in 2021 total \$574,522.
- The Board will hold a joint meeting with the Finance Committee for a Pre-Audit meeting 8:30 AM on Tuesday, December 7, prior to the December Board meeting.
- *Plantation Living* advertising continues to rebound from last year's impact from COVID-19. We are presently at \$148,040 for 2021 as compared to \$140,550 for 2020 same timeframe.
- The final Coffee with Peter is scheduled for 10:00 AM, Thursday, November 18 at the Plantation House. Kyle Theodore with Wood+Partners will give a brief presentation on the Dolphin Head Recreation Area project.

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- Chrissy Kristian passed the M-206 Financial Management course. She is also registered for the final 200-level course needed before she can apply for the PCAM case study. The M-202 Association Communications Course is scheduled for Thursday, October 21, in Falls Church, VA.
- A drain project along Seabrook Drive just north of Santa Maria Drive has been completed.
- The Town of Hilton Head Island will be completing a drainage repair on Edgewood Drive in Crooked Pond Drive in the Crooked Pond area.
- Our pool contractor worked with Ryan Fowler with Savannah Leak Seekers to find why we have water issues at the Spring Lake Pool. The leak culprit has been identified as a hole in the catch basin drain for the Splash Pad. Another leak has been noted and staff is working with our pool vendor to identify the source of the leak and the potential fix.
- A new Homeowners meeting was held 7:00 PM on Tuesday, October 5, at the Plantation House. Peter gave a presentation on the services offered by the POA and lots of door prizes handed out. Hargray sponsored the event by supplying the cookies as well as giving away a huge flat-screened TV.
- Summer USTA Tennis League has begun. Spring Lake will be fielding ten (10) teams in the Mixed and the Combo Leagues.
- On Saturday, October 2, we held the annual Trash and Treasure Sale from 11:00 AM to 2:00 PM in the Plantation House parking lot area. We ended up selling 82 spots and 44 tables. It was a huge success, and the weather was perfect!
- On Saturday, October 23, we will be offering a Fall Harvest Party from 1:00-4:00 PM at the Plantation House parking lot area. The event will include inflatables from Fun Time, hayrides to Seabrook Farm and our very own pumpkin patch, musical entertainment by Deejay Don Scot, a costume parade for the kids, hot dogs, and other yummy refreshments, and a candy scavenger hunt at the end. In case of inclement weather, the event will be moved to Saturday, October 30 – at the same time. This event is free for kids 12 and younger, but we will charge a fee of \$7/adult and kids 13+. Encompass Health and Amy Aurelio and Associates are both sponsoring this event to offset some of the cost for the inflatables and pumpkin pies.
- The pool will close at sunset for the remainder of the season. The pool will close for the season on October 31 – weather permitting.

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- Our annual Halloween Pet Parade is scheduled for 5:00 PM, Friday, October 29 at the Plantation House parking lot. Residents are encouraged to bring their pets in costumes to the parade. Admission to participate is a canned good item to be distributed to a family in need at Christmas time. In addition, we will award ribbons in different categories and give out some great raffle prizes. No RSVP is required. In case of inclement weather, we will move the event inside the Plantation House.
- We will be hosting our 15th Annual HHP Veterans Day Observance Ceremony with the help of the HHI High School NJROTC Unit, 4:30 PM on Monday, November 8, at the Plantation House parking lot – across from the flagpole. We have also secured both the Hilton Head Shore Notes “Around Town Quartet” to sing for the ceremony as well as Billy Howe to play his trumpet. We have asked Congresswoman Nancy Mace to be our keynote speaker for the ceremony and are waiting for confirmation from her office. For now, keynote speaker –TBA.
- **ARB** – A final Parking Lot Plan for Fort Mitchel has been approved by the ARB.
- Work on “The Charles” on the site of the Old Fort Pub will begin when the Fort Mitchel Parking Lot has been completed.

ARB Monthly Revenue – September 2021

Building Permits Issued:	48
YTD Permits Issued:	643

There are presently thirteen new homes under construction.

ARB September

Tree Permits Issued:	19
YTD Tree Permits:	91
YTD Fees:	\$101,075

Covenants September

Covenant Fines	Residential	Commercial	Total
Fines Levied:	\$1,175	\$1,350	\$1,825
Fines Collected:	\$2,000	\$1,425	\$3,425
YTD Issued:	\$33,925		
YTD Collected:	\$26,725		

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- Staff and Wood+Partners continue to work on the approval for the Dolphin Head Renovation project. Chrissy Kristian is working on obtaining a storage location for the newly acquired playground equipment.
- David Mills is working to schedule the re-sealing of the Spring Lake parking lot, which would include parking strips and directional arrows.
- Noted first call for the Board candidates was published in the October edition of *Plantation Living*.
- As a new service, Communications Coordinator Leah Davis is reaching out to residents of HHP to ascertain if they are participating in Halloween activities; if so, we can send out an email blast denoting areas where residents will be providing candy and other goodies for Trick or Treater's.
- The Town Council voted unanimously to take over the ownership and maintenance of Main Street West with all of the adjacent sub streets at their October 19 meeting.
- Plans for a new parking area for Fort Mitchel have been approved. Construction is slated to begin on Monday, October 25, 2021.
- The Board's Volunteer Party Appreciation Party is scheduled for Friday, December 3, 2021 from 4:00-6:00 PM.
- Staff is meeting with the Construction Firm contracted to build the Waterway Place townhomes. It looks like this project may finally be moving forward.

VI. ACCEPTANCE OF ACTION LIST

Lori Schmidt made a motion to accept the Action List as presented. Jordan Berliner seconded, and the motion passed unanimously.

VII. ACTION LIST

A. Bid Item(s):

1. Consider the bids for a new vehicle for the Director of Maintenance.

Jim Lucas made a motion to approve the 2021 Repair and Replacement Fund expenditure of \$36,480 to purchase a replacement facility maintenance vehicle as presented and when the purchase has been completed to reduce the approved 2022 Repair and Replacement Fund budget by \$40,607. Jordan Berliner seconded, and the motion passed unanimously.

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2. Consider the bids for a new HHP Security Patrol vehicle.

Jim Lucas made a motion to approve the 2021 Repair and Replacement Fund expenditure of \$55,622.60 to purchase a replacement security vehicle as presented less any trade-in value received for the vehicle being replaced and when the purchase has been completed to reduce the approved 2022 Repair and Replacement Fund budget by \$52,551. Betsy Weppner seconded, and the motion passed unanimously.

B. Decision Item(s):

1. Consider the plan for a wrap around 2021-22 Pine Island Beach Renourishment to get ahead of the Dolphin Head Renovation project and to lock in a lower per ton sand cost.

Jim Lucas made a motion to approve the plan to combine the budgeted 2021 and 2022 Pine Island sand replenishment funds from all sources as presented to lock in the current sand costs and begin the project in early 2022 prior to the start of the Dolphin Head Renovation Project. Rex Garniewicz seconded, and the motion passed unanimously.

VIII. UPDATE ON DOLPHIN HEAD RENOVATION

Staff and Wood+Partners continues to work on the approval plans for Dolphin Head Renovation project. We are waiting on numbers from Mr. Nix to put the project out for bid. Wood+Partners will give a presentation on the Dolphin Head Renovation project at the November 18th Coffee with Peter.

IX. UPDATE ON HWY 278 CORRIDOR IMPROVEMENTS

The Town Council accepted the overall recommendation and they are now working with the Beaufort County Council on a unified plan to present to SCDOT.

X. COMMITTEE REPORTS

- The Committee Reports were accepted as a group.

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XI. PROPOSED NEW BUSINESS ITEMS

- Noted that the Tennis courts rejuvenation will be on the Executive Committee's November Agenda for approval.

XII. EXECUTIVE SESSION

Lori Schmidt made a motion that the Board go into Executive Session and the Dave Pollock seconded and the Board went into Executive Session to discuss legal matters at 9:45 AM.

Lori Schmidt made a motion that the Board come out of Executive Session and the Jim Lucas seconded and the Board came out of Executive Session at 9:50 AM.

XIII. ADJOURNMENT

Lori Schmidt made a motion to adjourn the Board meeting. Dave Pollock seconded, and the meeting adjourned at 9:50 AM.

Jon Heron

David Pollock