

LHC 2020-2021 HOA BOARD ORGANIZATIONAL EXECUTIVE MEETING MINUTES FOR 12/17/2020

Call to Order: Meeting called to order by President Lee Himmel at 9 am; Location: Home of President Lee Himmel

Attendees: Lee Himmel, President; Frank Ford, Vice President; Phil Mustico, Treasurer; Nina Paterno, Secretary- (joined the meeting late at 12noon); Jonathan Poole Seascope Community Manager, and Chris Nichols from Seascope Property Manager virtually attended the portion of the meeting pertaining to the Seascope contract.

Topics: Finalization of 2021 HOA Service Contracts; Agenda for next HOA Board Meeting Open Session.

I) OLD BUSINESS:

A) Detailed review of Seascope Community Management contract with Chris Nichols and Jonathan Poole and information about the HOA insurance policy.

Discussion highlights:

- 1) Expectations: Property Management roles.
- 2) Accountability: Seascope's degree of accountability as it pertains to Outcomes
- 3) Support: Depth of Seascope's professional and support resources available to the Property manager assigned to Lighthouse Crossing and the HOA board.
- 4) Financial Stewardship: Most significant concern and request for improvement among the majority of our homeowners.
- 5) Current Contract: Seascope/Lighthouse Crossing (2020/2021) - request for revision
- 6) Service Contracts: RFI's & RFP's - absence of any language pertaining to performance - management
- 7) Records and Documentation:
- 8) Level I Reserve Plan:
- 9) Developer/Builder Concerns:
 - a) Significant Homeowner Concerns regarding the developer & builder's departure without accountability and leverage.
 - b) Seascope's relationship with the Developer/Builder
 - c) Seascope's relationship with the Sussex County Soil Conservation District (SCD) and Selbyville Code Enforcement
 - d) Follow-up pertinent to "on-going" and documented concerns from homeowners became one of the first orders of business for our new Board, all involving on-lot and/or common area drainage issues.
 - e) The Board received an update from Jonathan Poole regarding the status of review of some lot drainage issues and the possible sink hole at pond 2.
- 10) Specific Notes:
 - a) The estimated cost of the lawyer to redo the bylaws is between \$5000 and \$15000.
 - b) Chris (Seascope president) will reach out to lawyer for status of Declaration.
 - c) Chris will speak to Allan Halle about status of turnover of property to HOA.
 - d) Lauren will assist Jonathan at Seascope.
 - e) Jonathan will have a team member to assist us in property management and Chris's son Tyler will fill that position.
 - f) We need to send ARC document to Jonathan and Chris. Billy Scott is our attorney. Located in Bethany Beach.
 - g) There will be a 1.5% increase every other year for Seascope beginning 01/2020.
 - h) Todd Frichtman is the president of Envirotech.
 - i) Four people did not pay dry storage fee.

- j) Chris thinks that the Developer will do an audit before leaving.
- k) Chris recommended an annual review yearly and an audit every 5th year.
- l) Jonathan will send names and contact information for his new staff to Nina.

B) 2021 Sullivan's Landscape Maintenance and Management Contract signed by Board President Lee Himmel

C) 2021 Envirotech SWM, Chemicals and Fountain Maintenance Contract signed by Board President Lee Himmel

D) Irrigation Contract remains with Sposato multi-year contract through 2022.

II) Proposed Meeting Schedule:

1) Open Board Meeting scheduled for January 21, 2021: The Board decided to reschedule the meeting for mid-February due to concerns regarding the covid-19 pandemic as the preference would be to meet with Homeowners in person.

2) Next Organizational Executive Board meeting: Scheduled for 1/21/2021 from 9 - 11 am at Lee Himmel's house to finalize February Board meeting agenda

Meeting Adjournment: Meeting adjourned by President Lee Himmel at 1:30 pm.