

MINUTES FOR ANNUAL GENERAL MEETING

SOUTH OCEAN ESTATES HOME OWNERS ASSOCIATION

DATE: Wednesday, September 25th, 2012

TIME: 6:30 p.m.

Venue: The Holy Trinity Activity Centre

Committee Present: Basillio, Dominic, Elwood, Anita, Caroline, Amanda

Home Owners Present: Mavis, Emily, Patrice, Timothy, Ramon, Kriston, Clinton, Antoine, Benjamin, Eric, Chantal, Colin

The meeting began at approximately 6:51 p.m. Items on the agenda to be discussed are as follows:

- Election of Officers
- Association Fees
- Security
- Future Park
- Lights
- General Concerns

Basilio welcomed everyone to the meeting. He introduced The Board for 2011 to new property owners attending the meeting.

The next agenda item came in the form of updates on recent developments since the last Annual General Meeting held in July 2012. These included the following::

1. The installation of an eight camera monitoring system with screen. Six cameras were installed to date at the main entrance leaving two to be installed at the service entrance. Estimated time of completion is Saturday, September 29th, 2012.
2. The Association purchased a bicycle to allow for random security checks. Currently the security patrols approximately every hour. Prior to this they were only stationed at the security gates. Mr. Christie indicated that as a result we have seen a change in the community in reference to theft and the overall operation of construction workers.
3. We are currently looking into changing the security company by the middle of October. The contract will be given to another company which will provide guards, patrol every 15 minutes and a vehicle. This

is in an effort to get better service from the officers as as well provide better service and safety to the home dweller and property owners.

As Basilio concluded this section of the meeting he invited questions, however at this time there were none. He introduced Mr. Bonimy who then discussed the Financial Highlights which included the follows:

1. Elwood encouraged homeowners to use the email address that was created (soepropertyowners@hotmail.com) to voice any concerns or questions.
2. He noted that not much has changed since the last annual general meeting, largely due to the fact that all activity is funded through the payment of association fees.
3. Persons and the developers that do pay were thanked for their contributions.
4. Mr. Bonimy began discussing the financials by reviewing the balance sheet. He indicated that at first glance some things are very glaring. He made a special mention to the accounts receivable increased from 128K to 173K over the course of one year. Also, he asked everyone to look at the note 1, of the accounts receivable as we still have a portion, 24K, that is unapplied to date. This was due to property owners who made payments but did not indicate their names. However, he noted that we are in the process of working with First Caribbean to identify these persons. He also mentioned another cause for the unapplied amounts was due, in part, to the the bank applying incomplete information.
5. After careful explanation, he proceeded by reverting to the balance sheet. He further explained that under our current assets, we are holding some \$19K 'cash at bank'.
6. Mr. Bonimy noted that we currently have over \$10K in fixed assets, increasing from last year mainly due to the fact that we have now purchased an eight camera security surveillance system.
7. He completed the review of the balance sheet by discussing the accounts payable, which amounted to 32K plus. The majority of this amount is owed to the security company. He told everyone that he is not sure how much other gated communities pay for their security services, but the amount South Ocean Estates pays is a good price. He also mentioned to the property owners that we are currently looking into changing the the current security company.
8. Next, Mr. Bonimy discussed the income statement. The main expenses are the security services and utilities. He explained that with BEC we have 4 billable meters which usually average about \$2K a month. He informed everyone that so far the Association has paid for items that were more important and critical to the daily function of the community.
9. He explained that we had to pay a consultancy fees in the amount of \$3K as we needed someone to analyze why a large portion of the street lights were off on one block and why others would come on and

go back off again. The process is still ongoing. He indicated that Colin would comment further regarding this matter later in the meeting.

10. As he concluded his discussion on the income statement, he noted that the other items are self-explanatory.
11. Mr. Bonimy pointed out that we have made some capital expenditures with the purchase of the security cameras. At this point, he also made mention of the security issues that South Ocean Estates had been dealing with including stealing, etc. and that he is hopeful that the cameras will give people a greater sense of comfort.

Mr. Bonimy ended his reporting session by inviting questions. One person inquired about whether the Association knows the percentage of persons that do contribute. Mr. Bonimy indicated that it may be around 15% contribution of property owners and the rest is the developers. Clinton asked if we made any improvements with our contact listing, at which time Mr., Bonimy ensured him that we do have a better listing now. At this point, Mr., Bonimy welcomed back Mr. Christie to the podium.

Mr. Christie then summarized and emphasized that our issues are mainly due to lack of fees and encouraged everyone to please ensure that their fees are current. He also made a special mention about the restrictive covenants and reminded everyone that there are restrictive covenants in any gated community and they are important when making decisions about building. He noted that it is important to submit plans to the Association to review and that once it is submitted it usually takes about 48 hours to get a response. He encouraged persons to abide by all of the restrictive covenants that have been put in place. Another homeowner asked about the sewer system, however, Mr. Christie responded that the developer will comment on that later in the meeting. At this point, he asked that anyone building will need to include a septic tank and soak away but that they should make connection to sewer system for when it does becomes available.

At this time, Mr. Christie welcomed Colin to the floor. Colin began by explaining that the government was to put a sewage treatment plant in place, but to date has not done so. The service for sewer ends at Old Fort Bay. The developers got the approvals necessary, paid the fee for the contribution to build the plant but it was never built. As a result, a temporary disposal well was built. The temporary disposal well would pump sewage hundreds of feet into the ground. Colin further explained that the building of this well had become quite an ordeal. At this point, it only needs electrical installation, leaving BEC to come and connect. As was previously mentioned, Colin encouraged everyone to put in septic tanks for the time being but they hope to have the well functional in a few weeks. Colin then proceeded with other developer updates as follows:

1. Signage – They are working on getting the funds to have it constructed.
2. Park – Colin suggested that we may have to tone it back a bit as once it is built it will require maintenance. The developers are concerned about building the Park and suggested that an effort first needs to be made to collect fees. He mentioned that when you sign conveyance

for property in SOE you make a commitment to pay Association Fees. He further explained that persons who own property but are not living there do not feel obligated to pay fees but this is not how it should be. Persons also have said that they were never told that fees had to be paid. Colin encouraged that there needs to be some effort in ensuring that persons are aware.

3. Street Lights – He informed everyone that the government is not responsible for maintenance of the street lights and suggested that we get insurance on the Security Booth, Lights and the Perimeter Fencing. He also mentioned that it was brought to his attention that we have had some issues with the lighting but as far as he knows the plans and installation met BEC requirements. Therefore, they would need to see a report in writing indicating otherwise before they would agree to assist in any repairs. Basilio suggested that he would contact persons to get that report.

At this time, Colin opened the floor for comments and questions. Eric questioned the set up of the sewer system and whether it would need to be pumped on a regular bases. Colin informed him that it will not need to be pumped, as it pumps down some 600 feet. Colin then explained that Water and Sewerage has no jurisdiction over this section of the West and had franchised it to New Providence Water Development. He also mentioned that as a result Albany created their own system, building what Water and Sewerage was suppose to have done but for their community only. Eric then reiterated that one of his main concerns is maintenance and questioned if we would ever have a case like Pinewood Gardens where it was over capacitated and caused an overflow. Colin informed us that we will not experience that and encouraged us that a lot of other developments use this same system. Clinton then interjected and advised that maintenance on this type of system is low.

Eric commented that it seems the main issue is collection of fees. This is the reason why a lot of issues we may experience cannot get dealt with on time. Mr. Bonimy ensured Eric that we continue to contact persons and keep our database current. However, some Property Owners have never paid their fees to date. Eric rebutted by stating that we had a recession but Mr. Bonimy updated him on the 2010 amnesty program where fees prior to this date was cancelled and written them off. It was about \$100,000 in receivables. This allowed everyone to start afresh as at 2010, but persons are still not paying their fees. Basilio commented that he feels confident that when we circulate the letters from the lawyer, we will get a good response.

Timothy questioned his statements as he claims he had not received a bill for years. We assured him that statements were being sent but will look into why he may not receive them.

Patrice had a concern regarding the restrictive covenants. She wanted to know if you can sell a portion of your land and can townhomes be sold or only rented. Colin responded that if your were to build four townhomes you would

not be able to sell portions but encouraged her to confirm with her lawyer on her rights regarding this type of transaction.

Emily wanted to know, since the fence was cut, were we going to build a boundary wall. Mr. Christie informed her that the fence will remain and that the cut was before security was able to perform patrols. He explained that the Association had the boundary cleared of bush so the security can have a better visual on that side.

Patrice inquired as to what caused the fire. She was informed that the initial cause was a normal bush fire that grew out of control. Another property owner asked if cable and the other utilities are up and running, to which Basilio confirmed these utilities are in place..

Basilio also updated everyone that the scanner is still not working at this time but it is being repaired.

Basilio then asked everyone if there be no further questions or comments we will proceed with the nominations. Nominations were carried out; persons were nominated and seconded by property owners that were present. All nominees accepted their positions. The Board Members for 2012 are as follows:

President	Basilio Christie
Vice President	Eric Strachan
Asst. Vice President	Dominic Ferguson
Treasurer	Elwood Bonimy
Asst. Treasurer	Anita Christie
Secretary	Caroline Percentie
Asst. Secretary	Amanda Ferguson

The Board Members were welcomed as a part of the team.

Basilio then motioned to adjourn the meeting. The meeting was adjourned at approximately 8:30 p.m.

Sincerely,

Caroline Percentie (Mrs.)
Secretary