

**BOD MEETING
MEETING MINUTES
February 20, 2019**

CALL TO ORDER:

Vicki – This is the February Board Business Meeting.

ATTENDANCE:

Vicki Buchheit – President
Mike Vorel – Vice President
Joe Booth - Treasurer
Kay Hunt – Secretary
Jean Lanier – Member at Large

Jim Mateka – Ameri-Tech
Karen Browder – Ameri-Tech

APPROVAL OF MINUTES FROM January 16th MEETING:

Motion to accept the January 16th meeting minutes made by Joe; 2nd by Mike; none opposed; motion passed.

MAINTENANCE REPORT -

The Pool Status - John said that everything is complete on our end. The city inspection has been done, and we are waiting for the health department to do their inspection with Pool Works.

Culvert Collapse – John said the culvert collapse is done, it was done in a day and half. We needed more fill in dirt and by taking some of the dirt out of the pond that was needed for fill in, we saved about \$5,000. The little island in the middle of the pond is dirt from the sides of pond and should not be there, neither should the cypress tree and the bridge going out to the little island. John will get a proposal on the removal of this dirt island. The pond was cleared around the back and John got them to take some of the stumps out at the same time. When we are ready to do the extra work for the pond, John will get a proposal. John said that the area around the pond will be regraded and seeded in April.

3 New Roofs – John said that the inspector just finished the inspection of the roofs. All three roofs have completed all the inspections. Building 70 the downspouts will be coming in Friday and will be installed. John said that we will be using, Fast, for the HVAC work needed for all of our roofs. The price for HVAC removal and re-install has been reduced from \$5,900 to \$3,900.

John said that we need a new HVAC system on the Clubhouse. Fast has given us a quote for \$6,800.

John said that following Phase 4, Phase 3 has had two hot water line breaks in the last 10 days.

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John said that, we will be using the Hardy board, for the carports which will last up to 50 years.

John said that we have had a need for a pallet jack and he John found one on "Let Go" on the other side of Tampa for only \$100.00.

John said that the repair to the periscope cylinder on the Boom was \$156.00 which included cross training of our maintenance staff.

John said that the 7 hot water heater closets have been re-piped to allow fresh air into the closets.

John said that on Mission Circle, we have a storm sewer cap that is sinking. John called Allen's Plumbing to take a look at it. Allen's Plumbing will supply a proposal for the repair.

John said that we will be supplying the plywood for both the roofs and carport roofs. We will save about 33% overall on the cost of the plywood by buying it ourselves.

John presented the Board with proposals for the carports and roofs that are to be done next are as follows: ABT Roofing & Restoration's proposal for carports only, #15 through #18 of their quote includes a three stall, four stall, five stall and 6 stall carport. **Motion to go ahead with the Carport proposal made by Mike; 2nd by Kay; none opposed; Motion passed.**

The proposals from Done Rite Roofing, Inc. for Bldg. 40, Bldg. 41 and Bldg. 69. Done Rite can start in April and should finish in seven weeks.

Motion to accept the Done Rite Roofing bids made by Mike, 2nd by Joe; none opposed; motion passed.

John presented the Veterans National Property Services proposal for Bldg. 34. They are available to start next week.

Motion to accept the proposal for Bldg. 34 made by Mike; 2nd by Jean; none opposed; Motion passed.

John reported to the Board that we have a resident that does not have a working air conditioner. The Board had a short discussion on the liability issue.

Vicki said that we are covered under a different general contractor's license, CDE Construction, Inc., at a cost of \$350.00 per month, which is retroactive to the first of the year. **Motion made to go ahead and back track to the first of the year with the new General Contractor by Mike; 2nd by Joe; none opposed; Motion passed.**

Finance Report – As of January 31st the revenue was over budget; expenses were under budget, we are under budget over all at the end of the first month of the year.

Review of Delinquencies – The delinquencies list has increased from last month. The addition of the assessment delinquencies is the cause of the increase.

Motion to file liens on 3/7/19 for any of the units that have not cleared their accounts up before 3/7/19 made by Mike; 2nd by Jean; none opposed; Motion passed.

Vicki said that there have been requests by residents to waive the extra costs and attorney's fees.

Motion to deny request to waive attorney fees made by Joe; 2nd by Mike; none opposed; Motion passed.

Old Business –

Compliance (Gazebos, wood deck, rear door) - Jim has sent out the 3rd and final letter to one of the units and a 2nd letter to the other unit. If no response, one of the units will have to go to legal.

Motorcycles - Jim said the he is working on a letter for the motorcycle's, he will need to get Board approval.

Hoarder - Jim said that there was nothing that code compliance can do. Vicki asked Jim to do a letter for the Board to approve.

Palm Trees - Jim said he cannot remember the address where the palm trees are.

Compliance Committee - Kay said that she gets no response from any of the members of the committee and that two members have dropped from the committee. Vicki asked if Kay will continue on the committee as the Chair. Kay said that she would.

Land Lease Agent – Cathy said that yes the title company can ask for an estoppel letter and the fee is paid usually by the seller.

Report from Nancy Morris – The enhancement committee has chosen three different color pallets. Nancy said that her team plans to do a survey of the community to see if owners want to change colors. The team will continue to meet once a month.

New Business -

AC Unit for clubhouse - Vicki said that we have bids for replacing the AC unit. The Fast quote is for \$6,800 and Fast also has the maintenance contract for the

Clubhouse units. **Motion made by Mike to accept the Fast proposal; 2nd by Joe; none opposed; motion passed.**

Roof Loan & Special Assessment Figures – Vicki said that all the assessment figures are in place. We will have a Special Assessment meeting on 2/28/19 to approve the assessment. The assessment will be only one payment. The Board continued with conversation on the loan and meeting.

Patio Extension to 10' - Joe said that we have the opportunity to increase the size to 10' maximum. Vicki said that it is in the rules book and it will need to be revised.

Vicki said that Mike Philbin has a couple of suggestions. Mike has requested more "No Parking" signs on Mission Circle.

Joe said the signs are fine the way they are, however, we have a problem with speeders and we need a speed bump from the Boulevard to Flint Drive.

Vicki said that a woman came in and asked if we would be interested in an Insurance seminar.

Motion made by Joe to move forward with the insurance seminar; 2nd by Kay; none opposed; motion passed.

Helen spoke a little on what we can do to get more interest in the Compliance Committee.

Motion to adjourn was made Joe; 2nd by Kay; none opposed; Motion passed.