

HARBOR OAKS PLACE, INC.

Board of Directors Meeting

September 3, 2024

Location: Social Room, First Floor

Call to Order – 6:33 pm

Confirmation of meeting notification: Yes, posted Saturday, August 31, 2024

Establish a Quorum: Yes – Dave Kronenwetter, Dan Golla, Carey Bowen, Lisa Conlee, Gary Ward

Also Present: Tim Hendrix from Ameri-Tech Property Management

Minutes: Motion by Carey to approve July 17, 2024 meeting minutes, second by Dave and unanimously approved

Financial Report:

Gary indicated that August was a “break even” month as we spent as much as we took in. Gary also stated that the money from the sale of 206 was in the process of being transferred from the general account to a separate account and that the balance in the general account was \$80,314. Janet Stash asked where she could find where half of our closing costs on the sale of 206 were paid by the buyer, as it was not found in our July financials nor on our closing statement. Gary stated it would be on the buyers closing statement.

Agenda Items:

1) Approve selecting a new contractor to perform Structural Integrity Reserve Study [SIRS]:

Tim indicated that Ray Engineering guaranteed SIRS report completion, prior to the December 31, 2024 deadline.

After discussion of 2 options (K7 bid of \$6500 and Ray Engineering bid of \$6250)Lisa motioned to approve Ray Engineering to complete the SIRS, Carey seconded and motion passed unanimously.

2) Approve to apply for grant money for windows and doors: My Safe Florida Condominium Pilot Program.

Tim explained the program in detail and said that he had already put us on the list to receive an application.

3) Review of HOP documents: Maintaining the HOP property

Lisa read the HOP documents that specify: the "Property is to be maintained and repaired due to ordinary wear and tear caused by usage and caused by the elements. Said areas shall be maintained in first class condition so the high standards of HARBOR OAKS PLACE can be maintained, so the property value can be upheld." Lisa brought up an example of "patchwork" as the recent painting of ceiling of the front foyer was not done according to the document standards.

It was brought to the attention of the Board that per statute 718:111 only bills that are "pre- approved by the board and reflected in the meeting minutes or the written budget are a lawful obligation of the association."

4) Setting a specific week for monthly Board meetings:

Several residents had requested that the BOD set a specific day each month to hold the Board meetings so they can plan to attend. Dave explained that on occasion board meetings are held on a different day in order to have pertinent information available to review and approve, such as a contract proposal, professional opinion or significant documentation provided by a third party. Dave stated the board needed flexibility with meeting dates to conduct the association's business. Lisa made a motion to set Board meetings for the second Tuesday of each month. There was no second and the motion failed.

5) Discuss and approve Records Request Policy:

Tim indicated that he had a few questions on the policy for legal and the item was tabled. There was a request from the floor that the residents would receive the policy for review prior to any future vote by the Board.

Old Business:

1) Hours of availability of Board members to residents:

Gary stated that the hours that Board members are available to residents will be: Monday-Friday 8 am-5pm unless an emergency.

2) Update on Pipe Task Force:

Gary stated that he wanted an engineer to oversee any pipe projects and that Ray Engineering had submitted oversight bids on all 3 projects (sewer, domestic water and cooling tower pipes). Mike Blanton and Mike Whiteman provided

status updates on the sewer project. The Board requested the committee to schedule a follow-up meeting with the Board.

3) Update on front windows, rear door and west end water intrusion:

Dave stated that silicone has been applied around the front windows and that he is getting a quote to reseal doors. Dave reported that even with new doors, "opening from the inside" will leak too.

4) Pool inspection results and testing procedures:

Dan reported that the county inspector came out based upon a complaint that the new requirements for daily testing were not being performed. The pool passed inspection. Carey stated that the pool is being tested 3 times per week.

5) Using maintenance log on the community bulletin board vs. emailing Board:

The Board asked that residents use the log instead of emailing the Board.

New Business:

1) Date for Budget Workshop: Date was set for October 16, 2024, @10:00am at the HOP.

2) Clarification on 55 + Ownership/Occupancy Rule:

Tim is seeking clarification on this item and will report at the next meeting.

3) Open to residents:

*The board was asked when the members would vote to defer proceeds from the sale of unit 206 towards any 2025 assessment in order to avoid paying a 21% capital gains tax? Dave stated he did not know.

*Fob System: Gary reported that the pool fob is not working. The back west door fob does not currently work. The existing fob system was put in several years ago by Red Wire. Dave stated that our current fob system can be fixed by Countryside Lock Smith for \$6900. No vote taken.

*Gary Reported that our Booster pump needs to be replaced and our domestic water could be shut down for up to 7 hours.

*The status of balcony tiles that failed inspection was brought up and the Board indicated that there were still 13 units that have not pulled tiles. Dave and Gary stated he would be calling those residents.

*Dave reported that Jenkins will fix a hairline crack on the west end of the building this month. There is no problem with the building foundation.

*There was a concern voiced that the cooling tower was down and residents were not notified, resulting in unnecessary service calls charged to the residents. Tim stated it was a holiday and the IT Department was not available to send out an email notification.

Adjournment: 8:03 pm

Lisa Conlee Board Secretary

Date Approved _____