

## Condo Association VII Meeting Minutes

**Date:** April 11, 2019

**Location:** Condo VII Poolside – 6:00 pm

**Attendees:**

Don Holzhammer, President - present  
Chris Capezio, VP - present  
Joshua Bradford, Treasurer - present  
Kerri Crotty, Director - present  
Susan Knight, Secretary – present  
Greg Anderson, AmeriTech - present

Meeting Called to Order: 6:20 pm

Quorum determined

Motion to accept March minutes made by Susan Knight, 2<sup>nd</sup> by Josh Bradford

Administrative:

- Legal update sent to Board on April 1, 2019
- Financials sent to Board on March 11, 2019

Fire Safety Project:

- Permit for Bldg 6 was submitted
- 46 homeowners have paid in full the Special Assessment
- Board agreed to do the installation of buildings in order of location. Begin with #6, #4, #1, #3, #2 (#5 was completed in August 2018)
- The job will stagger the buildings, will take approximately 1 week per building. Project expected to be complete August 2019 and all buildings will have new fire control systems installed.

New Business:

- The pool heat pump has gone bad and needs replacing. This pump was over 15 years old. The pool is currently usable, but not heated. The Association received 3 bids for the repair from, Pinch-A-Penny; Rick's; and Artistic Pools. The quotes run between \$3600 and \$3900, plus installation which is expected to be approximately \$300. Motion to buy new pump was put on hold until specs can be reviewed. Current pump is a 130 BTU size motor. Will discuss at next Board meeting.
- The new drainage system is working properly and has had no issues with standing water after a rain. However, the catch basin that drains to the drain pipe between Bldg's 2 & 4 gets clogged and drains slow. As a result, causes water to rush and collect close to the buildings. To find the blockage within the 3-points of pipe (behind Bldgs's 2, 4 and the road) we will need a camera to observe where the blockage might be, this cost is \$800. Drawings show this is a 15" diameter drain pipe. Motion to hire Seminole Septic to do this work made by Susan Knight, 2<sup>nd</sup> by Josh Bradford  
Vote was 3 'yes' and 2 'no'.

- 9 water shut off valves for the individual units have been replaced at a cost of approximately \$1100.
- Homeowner commented on a tree behind Bldgs 1 & 3 that needs trimming. Will get a quote for cost to trim back the dead branches.
- The Board discussed re-evaluating the maintenance duties for cost efficiency:
  - Should Brian's hours be cut ?
  - Should the Association quote out general janitorial services ?
  - Should the Association hire out Pool Service ?
 Greg will provide past work orders for review of cost vs efficiency vs quality of work, etc. To be discussed at a later date.
- The Board to make an effort to go to electronic communication with homeowners. Therefore, an email address is required for this effort. Susan Knight maintains the roster of owners, still incomplete of phone numbers and email addresses. Susan will send Greg the latest list and Greg will contact owners to request updated information.

Tree Project:

- The Association currently has the funds to move forward with planting the trees, however, the county needs to approve the species allowed for replacement. And, the county has recently revised the list of trees available to plant (good news). The Association is looking into planting more flowering/colorful trees as opposed to large oak or cypress trees. As a result, the planting has been delayed, but still moving forward.

Violations:

- No violations to report

Old Business:

- Evaluate best way to reduce the cost of document storage; per Greg, we have ~18 boxes in storage at Stevens & Stevens (a secure document facility). The cost will increase from \$25/box to \$45/box in 2019. Discussed that the Board will sort and organize the documents, destroy and consolidate. Greg will verify number of boxes and other charges and Board will decide next steps. Not discussed at this meeting.

Legal/Delinquency: *(not discussed at this meeting)*

- 3 owners with delinquency totaling \$1690
- 1 owner is delinquent \$5037 and is in foreclosure with lender
- 1 owner is delinquent \$3491 and foreclosure action has been filed. Hearing for motion summary judgement was scheduled for 3/26/2019

Committee(s) Update:

- No update to report

**Meeting Adjourned: 7:20 pm Motion made by Chris Capezio, 2<sup>nd</sup> by Josh Bradford**

**Next Board Meeting: May 9, 2019**  
**Time: 6:00 pm**  
**Location: Condo VII Poolside**