

**BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
June 23, 2017
8:30 AM Pine Run Club House
AGENDA**

- I. Call the Meeting to Order
- II. Determination of Quorum
- III. Proof of Notice of Meeting
- IV. Resignations and Appointments
- V. Meeting Protocol
- VI. Approval of Minutes of May 26, 2017
- VII. BOARD REPORTS

- VIII. OLD BUSINESS
 - a) Strom carport
 - b) Lights
 - c) Painting
 - d) Compliance Committee

- VIII. NEW BUSINESS
 - a) 700's Parking
 - b) Long- Range Rehab, Roofing, Painting Schedule
 - c) Time Clock and Hourly Pay
 - d) Letterhead

- IX. PUBLIC COMMENT

- X. ADJOURNMENT

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
FRIDAY, JUNE 23, 2017
8:30 A. M.**

Present: Keenie Bugenhagen, President, Kip Kellogg, Vice President, Owen Hodge, Treasurer, (via telephone), Peter Campanelli, Secretary Tom Foley, (via telephone), Kathleen Koski, (arriving at 8:38 A. M.), Mike Wilder, Directors, Jim Kraut for Management and owners in the audience.

The meeting was called to order by the President, Keenie Bugenhagen, at 8:30 A.M. at the clubhouse, a quorum being present. Proof of Notice of Meeting with Notice and Agenda posted at least 48 hours in advance. All motions at this meeting were unanimously passed with all Directors present voting in favor of the motion, unless otherwise noted.

Meeting Decorum: Owners were reminded to raise their hand to be recognized, address all comments to the Chair and to limit comments to 3 minutes on any agenda item.

Resignations and Appointments: None.

Reading/Approval of Minutes of Previous Meetings: MOTION was made by Mike Wilder and seconded by Kip Kellogg to approve the minutes of the Board of Directors meeting of May 26, 2017, as presented.

MOTION PASSED.

BOARD REPORTS

Secretary: Peter Campanelli reviewed his report, which is attached and made a part of these original minutes. Mr. Campanelli added that the rules and regulations revisions are a work in progress.

Maintenance: Kip Kellogg read his report, which is attached and made a part of these original minutes.

Tom Foley reported that the tennis court project is on schedule.

AGM: MOTION was made by Tom Foley and seconded by Kip Kellogg to approve the AGM for Unit # 716, for the replacement of the water heater, as presented.

MOTION PASSED.

Treasurer: Owen Hodge reviewed his report, which is attached and made a part of these original minutes. Mr. Hodge reported that there are many ongoing projects, but that all of them are in a state of manageable financing.

Directors:

Mike Wilder Reported that \$82 was earned in June, with \$250.25 to reach the breakeven point. There is still merchandise available. Thanks to Owen Hodge for paying for all shipping charges for one month.

Kate Koski: Deferred to Unfinished Business.

Keenie Bugenhagen read her report, which is attached and made a part of these original minutes.

AGM: MOTION was made by Keenie Bugenhagen and seconded by Mike Wilder to approve the AGM for Unit # 127, for new plantings behind the lanai, as presented.

MOTION PASSED.

UNFINISHED BUSINESS

- a. Strom Carport: The carport is in the process of being transferred to the owner of Unit # 712.
- b. Lights: MOTION was made by Kate Koski and seconded by Owen Hodge to accept light sample # 2 as the selected light for the light replacement project.

MOTION PASSED.

(For: Bugenhagen, Foley, Hodge, Koski. Against: Kellogg, Wilder. Abstain: Campanelli).

MOTION was made by Kate Koski and seconded by Mike Wilder to spend up to \$16,000 of Association funds for the approved lighting project, with an additional \$10,000 to be provided by the Sarasota County Grant Program.

MOTION PASSED.

- c. Painting: MOTION was made by Kip Kellogg and seconded by Kate Koski to approve the contract proposal from Juan Martinez, Painting to paint buildings G, H, 3 and 7, at a cost not to exceed \$30,000.

MOTION PASSED.

- d. Compliance Committee: Keenie Bugenhagen reviewed the findings of the Compliance Committee regarding violation information for Units # 234, 308 and 357, as presented by the Board of Directors.

MOTION was made by Kip Kellogg and seconded by Mike Wilder to accept the Compliance Committee recommendations to remove the fines against Units # 234 and Unit # 308, as the violations have been cured prior to the Compliance Committee meeting but to uphold the fine of \$1,000 against Unit # 357, as presented, because the violation has not been cured.

MOTION PASSED.

Maintenance will remove the fence to remove the trees that are the cause of the violation.

NEW BUSINESS.

- a. 700's Parking: With the transfer of ownership of the Strom carport, there are now enough bumpers on the even numbered side. There are three bumpers that are painted for Units # 708, 710 and 761, which should not be numbered. The owners will be contacted to determine future Board actions.
- b. Long Range Planning: MOTION was made by Kip Kellogg and seconded by Kate Koski to accept the proposed Long Range Plan as included in the June 2017, Treasurer's Report.

MOTION PASSED.

- c. Time Clock and Hourly Rate: After discussion, this item will be moved to an agenda for a future meeting.
- d. Letterhead: The letterhead with the Pine Run logo will be used for social and internal events. The official letterhead will be used for all official Association business.

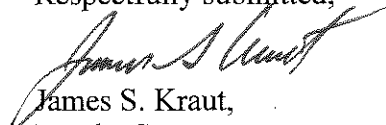
Public Comment: 1). Unfinished drywall repair is the responsibility of the owner. 2). Water intrusion in the lower track of the sliding glass door is an owner expense. 3). Roundup is a hazardous chemical that should be avoided. 4). We are providing parking for contractor laborers when they are not working in the Community. 5). The Board should consider using parking stickers and/or passes.

MOTION was made by Kip Kellogg and seconded by Mike Wilder that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:13 A. M. The next regularly scheduled Board of Directors meeting will be held on Wednesday, August 23, 2017, at 8:30 A. M., at the clubhouse.

Respectfully submitted,



James S. Kraut,
For the Secretary

Jim Kraut

From: peter campanelli <peterpinerun@gmail.com>
Sent: Tuesday, June 20, 2017 1:03 PM
To: katepinerun@gmail.com; kippinerun@gmail.com; mikepinerun@gmail.com; tompinerun@gmail.com; ; keenie bugenhagen; Owen Hodge; Jim Kraut
Subject: SEMI-ANNUAL HOUSING REPORT, JANUARY 1- JUNE 20, 2017

Following is the tally for applications approved during the first 6 months of 2017:

SALES: 9 Units.

LEASES: 12 Units.

TEMPORARY LOAN: 4 Units

The 2017 activity compares with the 2015 and 2016 comparable periods:
2015 had 19 sales and 26 leases; 2016 had 12 sales and 22 leases.

Peter

Maintenance Report June 2017

We launch into the rainy season with a full agenda of issues. Just when we worried that the drought would never end, we now find ourselves battling the rain, and the leaks, and the water that seems to find its way in somehow.

Our staff has been assisting on the total remodel of the clubhouse apartment, in addition to dealing with the endless issues of water. We have worked on dozens of water related crisis during the endless driving rainstorms. We also continue to push forward with the irrigation upgrade, knowing that this needs to be completed during the summer months.

We are ready to sign a contract for the painting of four buildings, beginning with G&H, followed by 7 and then 3. Buildings 7 & 3 are also next in line to be roofed. Both of these projects will be going on over the next 2-3 months. Summer residents will find disruption to their regular schedule in order for us to accomplish these tasks. Message boards were posted telling everyone of what's coming. We will work closely with both contractors to minimize issues.

On another issue, Pine Run installed new doors and locks to all bathrooms, clubhouse, and locker rooms with codes provided to all residents, guests, and renters. The purpose of which was to keep these doors locked between each use. We did this, in response to finding homeless people using our property for bathroom and shower time. We have also found needles, and evidence of sleep overs and partying overnight in our clubhouse. Our ability to stop this behavior does not work, if doors are propped open at night, or on weekends. Just two weeks ago, I followed a homeless woman to the small pool. She had been living out of her car in the now closed bank lot, and was on her way into our pool when I stopped her. She had just tried the door to the women's restroom, but found it locked, because I had just walked thru the pool and locked both restroom doors. You are not doing anyone a favor by leaving the doors open. Please, lock the doors behind you.

June 2017 Treasurer Report
Owen Hodge

Roofing, Building Restoration, Paint: Multi-year Schedule

Section	2017	2018	2019	2020	2021	2022	2023	2024
1	G,H	B	A	D,F	E,C			
2	3	10		2	4			
3	7	9		6			5	8

The board will vote on this schedule at the Friday association meeting. The plan is expected to be financed by assessment increases of approximately 9% in all sections for 2018 and an additional increase of approximately 7% in 2020 for section 3. Assessment rates will be evaluated year by year. The Friday vote is strictly a commitment to complete the work according to the schedule above at the latest. The vote is not about a specific financial plan.

Outdoor Light Project

The following chart presents the costs related to three outdoor light options. If approved, the grant would cover 50% of the total cost up to a maximum of \$10000

Plan	Fixture cost	Installation	Grant	Actual Cost
Plan 1 (Colonial)	\$8000	\$1700	\$4850	\$4850
Plan 2 (Modern,Simple)	\$19600	\$1700	\$10000	\$11300
Plan 3(Modern,Curved Design)	\$22100	\$1700	\$10000	\$13800

The amount each section will contribute is based on the percentage each section contributes to the Commons Budget.

Plan 1			Plan 1			Plan 1		
Section	Share	Amount	Section	Share	Amount	Section	Share	Amount
1	44.9%	\$2178	2	25.85%	\$1254	3	29.25%	\$1419
Plan 2			Plan 2			Plan 2		
Section	Share	Amount	Section	Share	Amount	Section	Share	Amount
1	44.9%	\$5074	2	25.85%	\$2921	3	29.25%	\$3305
Plan 3			Plan 3			Plan 3		
Section	Share	Amount	Section	Share	Amount	Section	Share	Amount
1	44.9%	\$6196	2	25.85%	\$3567	3	29.25%	\$4037

One possible way to pay for this project, or contribute towards payment, is the Operations Repairs and Maintenance Budget for each section. We are currently engaged in roofing and building restoration projects funded through reserves in all three sections. It is likely that some repair needs, such as stair and balcony repair, that would have been done with operations funds will now be part of the reserve expense. If so, for a single year, the operations funds could be allocated for the lighting project. See the chart below for a comparison of the Operations Repairs and Maintenance Budget (Op:R&M) with the lighting cost for each section and plan.

Section	Op:R&M	Plan 1	Plan 2	Plan 3
1	\$10000	\$2178	\$5074	\$6196
2	\$6000	\$1254	\$2921	\$3567
3	\$16500	\$1419	\$3305	\$4037

Paint

Here is the bid we are considering for painting:

Building G: \$7000 Building H: \$7000 Building 3: \$9000 Building 7: \$6000

Total \$29000.

The budget estimate for this work was \$7000 higher. There are reserve paint funds in sections 2 and 3 to cover this. Section one will need to pool reserves to cover the cost of buildings G and H. This was expected. Within 2 years the paint reserves in section 1 will accrue through normal monthly assessments to be sufficient to pay for future work. I recommend accepting this bid.

Tennis Courts

The bid for tennis court work is \$25000. As of the end of April we had over \$37000 in the tennis court reserves.

PRESIDENT'S REPORT JUNE 2017

While the number of people and the social activities at Pine Run are winding down for the summer season, we move forward with a continuation of projects started in the past year, and planning for the year ahead.

Kate and I participated in a panel for Sarasota County residents interested in applying for a grant through the Neighborhood Grants Program. Our information was well-received. Owen, Kip and I met for budget planning. Kip, Mike and I conducted a walk-through of the 100's and 200's. As a result, we compiled a list of jobs for our maintenance crew to address this summer. Three new notices were sent to owners for rule violations that need to be corrected. One owner is being sent a second notice of violation for a bird bath that has not been removed since the first notice sent in April. The Board continues to meet with residents in the 700's to look at options for termite control.

The frequent rains have propelled us into growing season. Lawns will be mowed once a week throughout the summer. While we approved planting fourteen wax myrtle along the fence on Blackburn Point Road behind the 100's, a walk of the area with Molly Summers prompted me to change the order to fourteen sea grapes because they will reach a greater height. Volunteers installed the plants, along with two live oaks in the entry area behind the 300's. Because both the sea grapes and live oaks are shorter than anticipated, Molly added in the delivery and planting of three wax myrtle behind the 100's. A volunteer assisted her, and installed a temporary drip irrigation system to the new plantings. It is on a timer to ensure that plants are adequately watered if the seasonal rains come to an end. Everything is looking extremely healthy, and new growth is already evident. GardenMasters will continue monthly inspection of turf and plants during the summer months when fertilization is not allowed. A week of gardening has me scratching from head to toe. We may have to consider asking the county about mosquito spraying. Residents are asked to be on the lookout for sources of standing water which could provide breeding grounds for mosquitoes.

I have an A/GM form to present for Unit 127.

WALK-THROUGH JUNE 2017

Revisit of all units flagged in April, as well as complete walk-through of 100's and 200's

Need 1st Notice Sent:

<u>Unit No.</u>	<u>Violation</u>
204	Trees trimmed away from fence
221	Benches and bird bath removed from behind unit, replace Rubbermaid bench
222	Remove bird bath

Need 2nd Notice Sent:

<u>Unit No.</u>	<u>Violation</u>
761	Remove bird bath from common element

Need 3rd Notice Sent:

<u>Unit No.</u>	<u>Violation</u>
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PINE RUN ASSOCIATION, INC.

Sign In Sheet and Request to Speak on an Agenda Topic. Date: 6/23/17

Name	Address/Lot #	Requesting to Speak Y/N	Topic (3 minute limit per subject)
Carol Bishop	225 - Woodland Dr		
Dennis + Sue Grove	227 Woodland Dr.		
Dore Barzlett	119 Woodlands Pt.		
Ann Stagli Winick	354 Pine Run.		
Woody Schaub	707 - 706		
Carolyn Gray	360 Pine Run		