

NOTICE
BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
THURSDAY, APRIL 23, 2020
PINE RUN CLUBHOUSE PARKING LOT
8:30 AM

AGENDA

- I. Call the Meeting to Order.
- II. Determination of Quorum.
- III. Proof of Notice of Meeting.
- IV. Meeting Decorum.
- V. Resignations and Appointments.
- VI. Approval of Minutes of March 26, 2020.
- VII. BOARD REPORTS.
- VIII. OLD BUSINESS.
 - a. Small Pool bid
 - b. North boundary work
 - c. Bldg 2 gutters
- VIII. NEW BUSINESS.
 - a. Hoskins contract
 - b. Roofing bids
 - c. Pump house electric work
 - d. Late payments
 - e. Landscaper pay schedule
 - f. A G m 's
- IX. PUBLIC COMMENT.
- X. ADJOURNMENT: Next meeting date will be May 28, 2020.

Over the last couple of months our security cameras have not worked on our phones we have made several call's to the ADT office throughout the months of March and April only to reach an answering service that we have left messages on with no response . I don't know if the problem of the phones not working is related to our electric room needing updating and getting a lot of power surges knocking out the power . The security system is working in the office as I have reviewed several incidents at the pool , the parking area and the tennis courts . I also think that ADT could be following the guide line's of the COVID-19, but they should have given some sort of response either by phone or e-mail . We have had several appointment set up with Bob's Electric to come and update the electric room but they seem to be having trouble getting the needed parts and equipment to complete the job . Bob's is coming to install all the new equipment with FPL on May 18th and hopefully after that we can things can get back on track with the security system . ADT has been out here more than a dozen times over the last year with this same problem , ADT also thinks it is caused by the power surges too.

Peter Asklipious Pine Run Maintenance .

✂ We took delivery of the speed bumps on Monday 4/21/20. Pete and Walt installed the first one at the entrance turn on Pine Run Drive where one previously existed before we repaved our roadways. It was an easy installation and seems to live up to the ratings that the manufacturer received when I purchased them. I have driven over it at our speed limit of 10 MPH and there is a minor jolt. Any speed over that would create more discomfort. The plan is to locate the others so that no one must traverse more than two, coming or going. The others locations will be:

- ✓ At the stop sign that no one obeys exiting onto Blackburn Point Road from the one and two hundreds
- ✓ At the crosswalk entering the 700s
- ✓ Approximately at the mailboxes across from the even 300s
- ✓ Between the island and the odd 100s near the mailboxes
- ✓ Two locations in the 200s yet to be determined, probably one on each side of road in the middle.

These locations were chosen after many conversations with residents in the respective areas. As I have told you, I have clocked a resident doing 25 MPH going by the even 300s and there have been quite a few near misses of dog walkers and bikers. The rest of the installation is on hold until we can find less expensive spikes. The cheaper ones we were using have **disappeared** from the shelves at Home Depot and Lowes.

✂ I have been pressed by many residents as to when we will reshell the paths beside the tennis courts. When that is done we really have to determine a way to keep the runoff from beside building 'B' from compromising the path with silt. Possibly a French drain at the opening where it seems to be worse. That coupled with some **diverting of drainpipes** might take care of much of the problem.

✂ AGMs, 307 routine, 113 owner installation?

✂ Worker's payroll problem

✂ Landscaper compensation

Operations Expenses

For the first quarter of 2020 total operations expenses are about \$1500 under budget.

Over budget:

Section 1 repairs and maintenance,
Recreation electricity,
Small pool heat.

Under budget

Legal/professional by \$2200.
Insurance \$3900

Pest Control

Our maintenance staff has been carefully monitoring pest control lately. Of course we know that individual units can't be inspected on a weekly basis as is normal. It has been brought to our attention that Hoskins, our current service, is rarely on the property and we are still being charged the same monthly amount. We need to look into this.

Insurance

Pine Run Association insurance policies start up at the end of June. The current annual expense is about \$280,000. Our policy is with Brown and Brown, our first policy with that agency. We will be contacting Brown and Brown very soon to begin to work out the details of the 2020-2021 policy. We should certainly be prepared for an increase.

Mitigation Reports

Mitigation reports have been received for buildings 2 and C. The reports are posted on the Pine Run website.

Landscaping Projects

In preparation for the 2021 budget I would strongly recommend that we establish a 2 year landscaping plan in preparation for the 2021 budget. With the work on the swale, bamboo removal, and the continuous need for trimming palms we need to plan ahead and there is a lot to be done.

2021 Budget Prep

We should try to have a draft 2021 budget ready by the end of June. That is a manageable goal. We will have at least one public input session as part of the process.

All In It Together

Even for a treasurer it is never all about the money. It has been very satisfying to see Pine Run and BPW residents maintaining a safe distance so that we can still enjoy the pool. The same goes for pickle-ball and tennis where limiting play to singles only means recreation opportunity is available while still observing the necessary guidelines. Finally, I am happy to report that Trish Hodge has generously produced and distributed 75 beautifully designed masks to the Pine Run/ BPW community. We are all in it together.

April 2020 Presidents Report

Corona, covid-19, pandemic, social distancing, shelter in place. Whatever you want to call it, 2020 has turned out to be one hell of a year. We find ourselves still trying to figure out how we move forward with this virus, while very pleased that Pine Run has remained free from any illness. We have attempted to follow the government guidelines as well as those put forward by state condo associations. We believe that the steps we put into place have helped guide us over the past 5-7 weeks. Our residents have been very patient and understanding for the most part, and everyone seems to be dealing with this new normal as best they can. Keep up the good work.

I will not encourage anyone to walk to the north boundary of our property, but we are in the middle of one of the biggest projects in regards to protecting Pine Run from future flooding. The creation of an open swale, the pulling of plastic pipes, and the installation of 80 ft. of non-ribbed larger pipes should allow for the future flow of water out of the 100's and 200's thus removing the thrill of seeing water 2-3 feet deep in the parking lots . We will begin to seed the area for grass, and begin making plans for restoring the greenery that was removed to make way for the project and equipment. We are always sorry for the disruption, but like so many projects here, this was something that should have been done decades ago.

We have seen many of our residents and renters head north in the midst of this pandemic. We wish everyone safe travels and continued health. We will continue to plug away at Pine Run and have it ready for you upon your return....Kip

UNAPPROVED
MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, APRIL 23, 2020
8:30 A. M.

Present: Kip Kellogg, President, Damon White, Vice President, Owen Hodge, Treasurer, Karen Stone, Secretary, Tom Foley, Pat Hamilton, Steve Ross, Directors, Jim Kraut for Management and two owners in the audience.

The meeting was called to order by the President, Kip Kellogg, at 8:30 A.M. in the parking lot at the clubhouse, a quorum being present. Proof of Notice and Agenda were posted at least 48 hours in advance. All motions passed at this meeting were unanimously approved 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 Karen Stone and seconded by Damon White to approve the minutes of the Board of Directors meeting of April 23, 2020, as presented.

MOTION PASSED.

BOARD REPORTS

Steve Ross: 1). He will speak with the new owner of Unit # 239 and obtain her signature on the orientation form. 2). The Maintenance Team report is attached and made a part of these original minutes. 3). There are concerns with the service provided by the new owners of Hoskins Pest Control. Management will provide alternative vendors for comparison. 4). The ADT remote access to cameras is not working and no response or service is being provided after numerous telephone calls.

MOTION was made by Steve Ross and seconded by Karen Stone that all payments to ADT be withheld until necessary repairs to the system have been completed.

MOTION PASSED.

Treasurer - Owen Hodge: 1). Read his report, which is attached and made a part of these original minutes. 2). The final payment of \$10,500, for the completion of the swale work, will be ready for pick up by John Heyrman tomorrow.

Pat Hamilton: No report but she is feeling much better.

Maintenance – Tom Foley: Read his report, which is attached and made a part of these original minutes.

Secretary - Karen Stone: 1). No report. 2). New leases were submitted yesterday.

Vice President: No report.

President's Report – Kip Kellogg: Read his report, which is attached and made a part of these original minutes.

UNFINISHED BUSINESS.

- a. Small Pool Repair Contract: MOTION was made by Damon White and seconded by Tom Foley to further amend the approval of the contract with Gettle Pools to replace the pool equipment at the small pool over the summer, at a cost of approximately \$17,985.

MOTION PASSED.

- b. North Boundary Work: Additional drainage pipe has been purchased and the project is going very well.
- c. Building # 2 Gutters: The gutters on Building # 2 are not finished and water is not be moved away from the building as intended. Main Frame will be contacted and asked to make this a priority.

NEW BUSINESS.

- a. Hoskins Contract: Covered.
- b. Building D and # 6: MOTION was made by Damon White and seconded by Owen Hodge to approve the proposals from Tioli Roofing for Buildings D, (\$39,200), and Building # 6, (\$36,500), as presented.

MOTION PASSED.

Tioli Roofing mistakenly started working on the Building A roof, so when that roof is scheduled, there should be a reduction in the roof replacement price because some of the work has already been done.

- c. Pump House Electric Work: Work on this and other projects has been delayed **because** of problems getting responses and schedules from FPL.
- d. Late Payments: 1). Unit # 238 notified the Board that payments would be delayed. A letter needs to be sent to the owner requesting a proposed payment plan. 2). Information will be updated on the payment status of Unit # 121.
- e. Landscaper Pay Schedule: The Treasurer will work with Management to clarify the payment process and current payment policy.
- f. AGMs: MOTION was made by Tom Foley and seconded by Steve Ross to approve the following AGMs, as presented:
 1. Unit # 307: Additional Kitchen Remodel.
 2. Unit # 113: New flooring, including approved sound barrier.

MOTION PASSED.

Public Comment: 1). The surplus in 2019 for insurance payments is because the policy runs through six months on both years. 2). There is an ongoing issue with the owner of unit # 364 about storage of personal property. The Association attorney will send a clarification letter to the owner. 3). Additional work needs to be done with the rules and regulations. Pat Hamilton has

volunteered to help. 4). The replacement cost for the irrigation system needs to be updated.

MOTION was made by Kip Kellogg and seconded by Steve Ross that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:12 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, May 28, 2020, at 8:30 A. M., at the clubhouse.

Respectfully submitted,



James S. Kraut,
For the Secretary