

**MINUTES OF THE ZOOM MEETING  
BOARD OF DIRECTORS  
PINE RUN ASSOCIATION, INC.  
THURSDAY, DECEMBER 31, 2020  
8:30 A. M.**

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

The Zoom meeting was called to order by the President, Kip Kellogg, at 8:30 A.M. in the clubhouse at the clubhouse, a quorum being present. Proof of Notice and Agenda were posted at least 48 hours in advance of this meeting. 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 Steve Ross and seconded by Pat Hamilton to approve the minutes of the Board of Directors meeting of November 30, 2020, as presented.

MOTION PASSED.

BOARD REPORTS.

Tom Foley: Speed bumps work where they are located but there need to be more installed to slow people down. A place that could use them is the mailboxes at the 300's.

Vice President – Damon White: 1). Read his report, which is attached and made a part of these original minutes. 2). Was asked to check the grounds around Building # 6 for moles.

Secretary - Karen Stone: 1). Read her report, which is attached and made a part of these original minutes. 2). Connie Hooks from Keys-Caldwell will send the Secretary the last 1 and ½ years of rentals.

Maintenance - Steve Ross: Deferred.

Pat Hamilton: No report.

Treasurer - Owen Hodge: 1). Read his report, which is attached and made a part of these original minutes. 2). The proposed special assessment breakdown is attached to the report.

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

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#### UNFINISHED BUSINESS.

- a. Pest Treatment: Naturzone has treated the interior of all units in December. Two treatments are scheduled for 2021 as well.
- b. Medical Marijuana Dispensary: 1). Letters written by Kip Kellogg and Pat Foley were submitted to the County Commissioners protesting the possible approval of the medical marijuana dispensary business at the old bank East of the property. 2). There was no record of those letters being read into the record of the hearing. 3). The Commissioners voted 8-0 in favor of the medical marijuana dispensary. 4). The fence along the East side of the property will need to be moved farther West but the electrical contractor needs to locate the buried electrical lines before the fence posts can be installed.
- c. Owners Meeting: The owners meeting will be held in the clubroom with a limit of 10 people in attendance, including the Board and Management. Owners are encouraged to submit their proxies well ahead of time to establish a quorum for the meeting. Owners will have the opportunity to attend the meeting via Zoom.
- d. HUD Settlement Schedule: The sound barrier material has arrived but will not be installed until after location of the tennis and pickleball courts are flipped. The Association has also paid for 187 linear feet of crack repair to be done prior to the repainting and restriping.
- e. Walkthrough Completed: 1). With the walkthrough of the # 200s all sections have been inspected. 2). The sequence will start again next week with the second inspection of the # 300s. 3). Fining for non-compliance begins with the third notice.

#### NEW BUSINESS.

- a. Large Pool Heaters/Pumps: The geothermal heaters for the large pool are not working properly and the filtration pump is also at the end of its useful life.

MOTION was made by Damon White and seconded by Karen Stone to approve the proposal from Symbiont Services of \$20,828 to replace the two pool heaters and install a new variable speed filtration pump and the large pool.

MOTION PASSED.

- b. Clubhouse Deck Rebuild: MOTION was made by Pat Hamilton and seconded by Karen Stone to approve the proposal from Main Frame Builders to remove and replace the existing clubhouse deck, including engineering and permits, at a cost of \$46,300, as presented. A special assessment will be needed to cover the costs of this project.

MOTION PASSED.

- c. New Landscaping Contractor: MOTION was made by Damon White and seconded by Karen Stone to terminate the landscape contract with John Heyrman and the fertilization contract with Garden Masters, effective January 31, 2021, and to approve the proposed landscape, fertilization and irrigation contract from Devine Design, as presented, effective February 1, 2021.

MOTION PASSED.

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- d. Termites: Tenting requires a special assessment and is only effective for one year. A company named Pest Eliminators, which was recommended by Naturzone, has provided estimates to treat the entire unit with injections into each stud inside the walls.

MOTION was made by Pat Hamilton and seconded by Damon White to accept the proposals from Pest Eliminators as follows: 1 bedroom - \$300, 2 bedrooms - \$500, 3 bedrooms - \$600.

MOTION PASSED.

Treatments will be approved and paid for by the Association unless an owner did not want to wait for the recommendation from Naturzone to use the treatment option provided by Pest Eliminators. If owners did not want to wait, then they must voluntarily pay for the treatment themselves.

- e. Speed Bumps: 1). The current speed bumps are positioned so that no vehicle should have to travel over more than two speed bumps when going to or coming from their unit. 2). The next area with a need for speed bumps is the mailbox area in the # 300 Buildings.
- f. Newsletters and Mailing Lists: Official emails are sent through the official Keys-Caldwell website. Newsletters, which are unofficial publications, can also be sent through the Pine Run, (unofficial) website. Signage and meetings for the tennis/pickleball courts, can also be placed on the message boards.
- g. AGMs: MOTION was made by Owen Hodge and seconded by Pat Hamilton to approve the following AGMs as submitted:
  - 1. Unit # 215: Folding screen door to front door.
  - 2. Unit # 105: Remodel of kitchen bathroom and flooring.
  - 3. Unit # 125: Remove existing carpet and replace with tile and soundproofing.
  - 4. Unit # 708: pavers in the rear 6 x 9 feet, and 6 x 6 feet with concrete borders.
  - 5. Unit # 139: Air conditioner replacement.

MOTION PASSED.

A request from Unit # 759 to extend the second-floor gallery by 6.5 feet and create a screened lanai. The owners will be required to provide written approval from their neighbors before the

request will be considered by the Board.

Public Comment: 1). The owner of Unit 364 stated that this was the final day to order pickleball paddles or be in violation of the HUD settlement. The Board stated that no action would be taken without working through the Association attorney. 2). Bamboo is a good sound barrier, so a landscape replacement plan needs to be put in place before any bamboo sound barrier is removed.

MOTION was made by Owen Hodge and seconded by Pat Hamilton, that the meeting be adjourned.

MOTION PASSED.

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The meeting was adjourned at 10:02 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, January 28 , 2021, at 8:30 A. M.

Respectfully submitted,

James S. Kraut,  
For the Secretary

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