
NOTICE
BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
THURSDAY, MAY 27 2021
PINE RUN CLUBHOUSE
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 April 22, 2021
- VII. BOARD REPORTS.
- VIII. OLD BUSINESS.
- VIII. NEW BUSINESS.
 - a. Deck delay/Material costs increase
 - b. Trash audit from Waste Management
 - c. Irrigation proposal
 - d. New patio rules
 - e. BPW paving project
 - f. Fence committee
- IX. PUBLIC COMMENT.
- X. ADJOURNMENT: Next meeting date will be June 24, 2021

**MINUTES OF THE ZOOM MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, MAY 27, 2021
8:30 A. M.**

Present: Kip Kellogg, President, Damon White, Vice President, Owen Hodge, Treasurer, Karen Stone, (Via Telephone), Secretary, Jim Kraut for Management and owners in the audience.
Absent: Tom Foley, Amy Grandelli and Steve Ross, Directors.

The Zoom 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 was mailed with Agenda 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 Owen Hodge and seconded by Damon White to approve the minutes of the Board of Directors meeting of April 22, 2021, as presented.

MOTION PASSED.

BOARD REPORTS.

Damon White: Read the Landscape Committee report, which is attached and made a part of these original minutes.

Treasurer - Owen Hodge: Read his report, which is attached and made a part of these original minutes.

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

UNFINISHED BUSINESS: None.

NEW BUSINESS.

- a. Deck Delay/Material Costs Increase: The material costs have increased so dramatically that the cost of the deck repair exceeds the money available. The Board will delay the project until prices stabilize.
- b. Trash Audit for Waste Management: The Association has received complaints and warnings from Waste Management that they will deny pickup of recycling if the recycling rules are not followed. Two recycling bins will be dropped off to each unit to help with the distribution of recycling.

- c. Irrigation Proposals: MOTION was made by Damon White and seconded by Owen Hodge to accept the proposal from Devine Design to upgrade the irrigation in all 17 buildings at \$900 per building, with the irrigation upgrade for Buildings A & B to be started first.

MOTION PASSED.

- d. New Patio Rules: 1). The first draft of the proposed patio rules was distributed to the Board for review. Management will provide samples of grill rules from other Associations to be incorporated in the next draft. 2) There will be a soft opening of the fire pit and grill area on June 1, at 6:00 P.M. 3). We need to make sure that insurance issues are covered.
- e. BPW: On June 4, a one-day repair will be done to the asphalt. On June 21 and June 22 BPW vehicles will be parked at Pine Run while BPW resurfacing is done.
- f. Fence Committee: Volunteers are needed to research options and come back to the Board with proposals. Interested owners should email the President. Hopefully the work can be done during the summer.
- g. AGMs: MOTION was made by Damon White and seconded by Owen Hodge to approve the AGMs for Units 220 to plant native plants out front, Unit # 308, planting of two Cordyline along the perimeter of the patio, Unit # 139, to remove and replace the tile floor and repaint the front door in an approved color, Unit # 313, door replacement, Unit # 112, kitchen remodel, as presented.


MOTION PASSED.

The request from Unit # 366, to enclose the area under the stairs will be delayed for research.

Public Comment: 1). Q: Why are we assessing for roofs when we have money in the reserves. A: The reserves are pooled reserves and we have a negative balance in the Building Restoration reserve and a positive balance in the roof reserve but when added together, the work scheduled cannot be completed without that special assessment. 2). Q: Does the Board have any recommended handymen to work on units? A: Yes, and we will provide recommendations. 3). Q: How long do we have to wait for the repair of rotted stairs? A: As soon as possible. 4). Q: Can we get a weekly list of work scheduled? A: We will work on it. 5). Q: What is the line of credit for? A: For insurance deductibles. 6). Q: Is the storage area at the end of Woodland Drive permanent. A: No, but not sure when it will come down. 7). There is construction equipment all over the place. Q: Can we have it moved to the clubhouse parking lot. A: Not at this time.

The meeting was adjourned by the President at 9:51 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, June 24, 2021, at 8:30 A. M.

Respectfully submitted,



James S. Kraut,
For the Secretary

May 2021 President's Report

Looks like we have entered the dog days of summer minus the rain and we need rain. Please. While agreeing to serve this term as President, I had no idea I would be following the futures market for board feet of lumber in regards to our building updates and deck construction. We have entered an unprecedented time of price gouging and inflated demand. In talks with our contractor, we will move forward slowly as you have heard Owen mention. Another balancing act at Pine Run.

We have been up to our Y joints in plumbing issues over the past several months, and it shows no signs of slowing down. The degrading of cast iron, throughout the property is a concern. We are opening up walls and fixing leaks as fast as we are notified.

It definitely seems a bit quieter around here these days. Most of our seasonal residents have fled for cooler climates. We trust you tightened up your units before you departed. See you in the fall.

Finally, thank you to the social committee for all the work done in regard to the new patio. It turned out even better than promised.

Pine Run Association Treasurer Report
May, 2021
Owen Hodge

Part Time Employee

Our maintenance manager, Peter Askilipious, underwent a planned surgical procedure in May. We hired a part time employee (3 days a week) at the end of April to insure that Pine Run maintenance work would proceed at the necessary level. The substitute employee had 2 weeks of getting familiar with Pine Run followed by a couple of weeks when Peter Askilipious was in therapy. When Peter came back to work we kept the part time employee on the job so Peter could avoid heavy physical labor for a few more weeks. The system has worked very well. Walton Flemming has done a good job of staying in contact with owners and contractors. The temporary employee will stay on the job until the middle of June. The maintenance budget has sufficient funds to cover the expense.

Mitigation Reports

The building 6 roof is complete. The wind mitigation inspector will be on site for building 6 this week. A mitigation report should be issued soon. We are working on the same thing for building A. It is my understanding that there is still some roof work to be done on building A.

Insurance

We do not yet have the bid for the new insurance policy from Brown and Brown that will start at the end of June. We usually get the bid in the first week of June. I may be away at that time so we will need two or three board members available to meet with Jessica Harrison of Brown and Brown. I will be in touch for sure.

Special Assessments and Material Costs

There has been a recent severe increase in the cost of wood products for building construction and repair. This seems to be a result of contractors buying up and hoarding available supplies rather than an actual shortage. If so, it might be a temporary situation. This especially affects the clubhouse deck replacement. We need to postpone that work because the assessed funds are now insufficient. I think we should also postpone the special assessments for sections 1 and 2 until we have more reliable cost information. We do not want to do a special assessment that is too low. Neither do we want one that is unnecessarily high because of a short term spike in prices. We are still committed to completing the roof project by 2022. It is not a severe problem if we postpone decision making for a few months, perhaps even until September.

Social Club Fire Pit and Patio Financial Report

I have received a complete financial report related to the social club project. It is posted on the second page of this report. Everything is in good order. This was an excellent job of fund raising and managing expenses.

Pine Run/BPW Social Club Treasurer's Report on Patio Project

Money raised

Trustco Bank Balance as of 10/31/2020	\$4600.38
Engraved Bricks Fundraiser (ngoing) as of 5/25/2021	7810.00
Carwash and Fundraiser 1/30/2021	1675.00
Ultimate 50/50 2/14/2021	2150.00
Yard Sale and donations 3/7/2021	1657.00
Cash donations	250.00
Total raised as of 5/25/2021	<u>\$18,142.38</u>

Money paid out:

Engraved Pavers (Polar)	\$1646.74
Ultimate 50/50 2/14/2021	675.00
Paradise Paving 4/28/2021	6825.85
Bullseye Plumbing 5/5/2021	4750.00
Keenie Bugenhagen for firepit insert and gas grill 5/19/2021	1814.74
Keenie Bugenhagen for lava rocks 5/26/2021	165.95
Total paid out	<u>\$15877.33</u>

Submitted 5/27/2021 by Constance Hamann (Treasurer Pine Run/
BPW Social Club)

Final copy updated May 19, 2021

From the Pine Run / BPW Social Club.

Possible guidelines and regulations regarding the Pine Run Rec / Patio. These suggestions are adapted from a list provided by Keys- Caldwell.

The Pine Run patio is a shared community space. You may not sign-up or reserve the Patio ahead of time including leaving personal items.

Operation and use of Fire Pit and Grill is limited to adults. Anyone under the age of 18 must be accompanied by an adult.

Under no circumstances may food or drink be heated using the Fire Pit. (Marshmallows / Hot Dogs)

Glass containers are not allowed on the patio or surrounding area.

No sitting on the fire pit.

Other materials may not be added to the Fire Pit. (Paper, trash, twigs or liquids)

Noise levels must comply with current established rules.

All trash, utensils, chairs must be carried out after use. Leave no trace.

Fire Pit must be covered after every use.

Follow posted instructions for proper use of the grill and fire pit.

Below are some questions for the Pine Run Board:

Times of use for Fire Pit and Grill?

Does the patio space alone need time of use posted?

May Leashed pets be allowed on the grassy area?

Can we plan a ribbon cutting event by June 1st?

Supplying every resident with a laminated copy of all rules and regulations regarding The Patios and Fire Pit and Grill use would be helpful. This way it is not posted in a public space for non-residents to view.

We believe there can be a timing system placed on the Grill.

We are still working on best practice for controlling the use of the Fire Pit.

LANDSCAPING REPORT

May 25, 2021

In attendance: Keenie Bugenhagen, Pam Williams, Chris Vann, Ann McConnachie, Stephanie Chambers, Bob and AJ McDowell

AGM's:

220 – to plant 2 blanket flower, 2 twin flower and a Maiden Hair fern outside of the unit. All are native plants. Recommend approval.

308 – 2 Cordyline fruticose, 1 dracena marginate and 1 croton within and along perimeter of patio. These are not native plants but are not invasive. Recommend approval.

Tree Removal:

Devine Design removed several trees in the last week. See original attached bid previously approved by the BOD. In addition to the trees listed, the maintenance staff brought to attention a pine in front of the clubhouse that they felt was a concern. We marked it for inspection by the county inspector. In the initial report from the inspector, he stated that the Norfolk pine on the bid did not need to be removed. He asked for the Association to submit a statement explaining why we wanted the Oak in front of 222 to be removed in order for the permit to be issued. No report was received on the clubhouse pine, despite the maintenance staff stating that an inspector had looked at it and declared that it would come down on the clubhouse sooner or later. An inquiry about the clubhouse pine resulted in the county asking us to submit a statement about why we wanted it removed, and they would then grant the permit. We declined to submit a statement on either tree, and asked for the permit to be issued minus those two trees. We hoped to remove several invasive Carrot wood trees instead of these trees. While the county accepted our decision on the Oak, they sent a second inspector out for the Clubhouse pine, who cited the proximity to the building and the timber retaining wall in front of the pine as concerns. He issued the permit for removal of the pine. The Pine was bid at \$1200. This left us room for removal of invasive trees to equal the approved bid of \$6,600. In exchange for the Oak and the Norfolk Island Pine, they removed a dead tree threatening the drainage ditch, a Carrot wood near the Pine in the 700's, the Clubhouse Pine, and 2 Carrot woods

in the 300's which were jeopardizing a stand of Cedars. They also trimmed a couple of problem trees. We are extremely pleased with their work, and their willingness to work with us. All areas are completely cleaned up, and all work was professionally done.

The owner of 220 requested that the Oak behind her unit be trimmed by Devine Design. Because the tree is neither over the building, nor threatening screens in any way, there was no justification for paying to have this tree trimmed over other trees on the property. The owner has now requested that the Landscaping Committee request a bid on trimming this tree, and that they would pay to have the tree trimmed. This is the first such request of this sort, and the Committee would like guidance as to how they should proceed, and whether an AGM for this would be approved.

We reviewed an article from the Herald-Tribune about using Epsom salts to remove tree stumps. We think this would be worth a try for some of the stumps close to buildings. A copy was given to the maintenance staff.

Planting:

There are several areas where planting needs to take place once summer rains begin. The Committee recommends the following plantings:

Southeast corner of the clubhouse: Liriope, Dracena, Ginger and Indian Hawthorne to mirror the southwest corner

West end of the tennis courts: Clusia

East end of the tennis courts: Geiger, Pineland Lantana and Gaillardia

Between Building 10 and Building C where Brazilian pepper was removed: Sea grape

Behind Building 2 where diseased Pine was removed in 2020: Sea grape

The committee will determine how many of each plant is needed and price them. We will then ask Devine Design to submit a bid for procuring and delivering the plants, and another bid including installation.

The Committee would still like to establish a plant nursery near the kayak racks once work there has been completed.

Potted plants:

In the March Landscaping Report it was stated that "...rules regarding potted plants may need to be reexamined." This statement was made in response to the multitude of potted plants on the common element, many left by owners gone for the summer, some completely grown over, and a number where the roots have grown through the pot. An owner has followed up with a letter to the Landscaping Committee citing the hazard these many pots pose in the event of a hurricane or severe storm. She has suggested that a date be chosen by which all potted plants must be removed from the common element, and that they no longer be allowed. Plants desired by residents could be planted in the ground pending BOD approval of an AGM. The letter is included as part of this report. The Committee discussed this suggestion, without coming to an agreed upon conclusion. It is assumed that if the BOD elected to not allow potted plants on the common element, that they would still be allowed on limited common elements. Rules, regulations, and liability are all BOD issues which require careful consideration, and beyond the jurisdiction of the Landscaping Committee.

Irrigation:

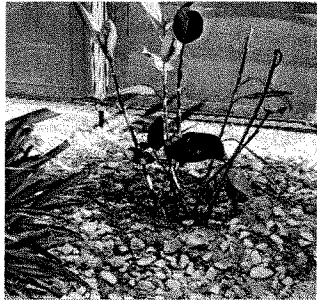
The lack of irrigation was a concern expressed by many. Very little irrigation has occurred over the last couple of months. It was explained that the BOD will be deciding this month on how to proceed with irrigation repairs. In the meantime, it is important that our maintenance staff manually irrigate or make necessary head repairs for watering to occur in the absence of rain. We are losing grass and plants in many areas.

Walk-through of 100's:

Building 10 – There is a broken irrigation head in front of Unit 124 – in the middle of the green grass. There is a broken limb lying on the roof. The gutters in the front of the building are overflowing with pine needles. There is evidence of a washout by the pine on the southeast corner of the building.

Building 4 –

A small rubber tree is planted behind Unit 108. It should be removed before it becomes overgrown.



This Corn plant is another house plant which has become very overgrown in close proximity to the building. It should be removed.



Another invasive Schefflera too close to the building:



Building 2:

Yucca plants creating a possible safety hazard:

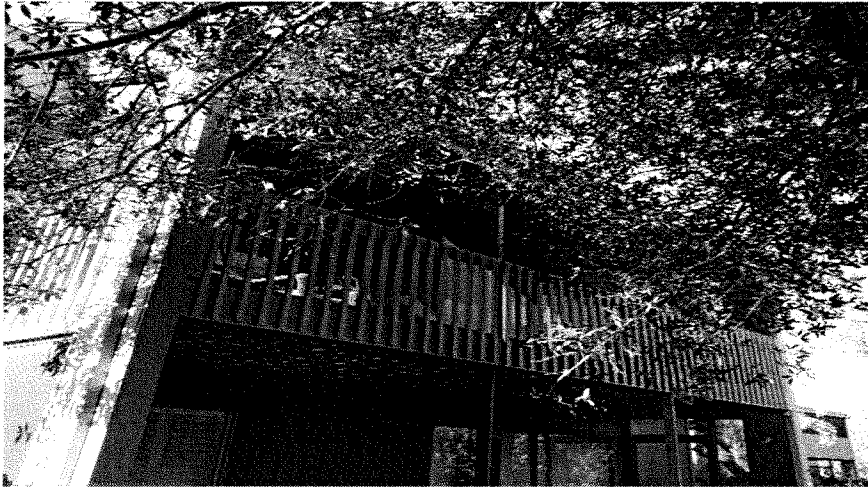


Branch down behind Building 2-3:



Building 3:

This Oak needs to be trimmed back from screens/building:



There is a broken irrigation head in Travelers palm behind Unit 131.

Thanks to the maintenance staff for their help with landscaping. In order to maintain a separate record of tree work that needs to be done, that is easily referenced, I will start a document that I will add to each month.

Architectural Review and Compliance Committee Form

Association	Pine Run Association, Inc.
Date	05/14/2021 AM
Owner Name	Brian and Ann McConnachie
Account Number	PNR3220
Address	220 Woodland Drive, Osprey, FL 34229
Home Phone	9419181845
Cell Phone	9179910362
Email Address	annmcconnachie@hotmail.com
Anticipated Project Start Date (NOTE: work cannot begin before Board I Committee approval)	5/14/2021 11:34:13 AM
Anticipated Completion Date	5/14/2021 AM
ACC Type	Landscaping
Description of changes	Plant from Sweet Bay -2Blanket Flower, 2 Ein Flower ground cover, 1 Maiden Hair fern
Contractor Name, License Number, Address and Phone NOTE: Contractor's license number online at http://www.myfloridalicense.com/dpbr Click on "Verify a license" and go from there.	
Emergency Request	False
Emergency Description	
Acknowledgements	
I have read the applicable Terms and Conditions in the Community's Declaration of Covenants, Conditions, and Restrictions.	

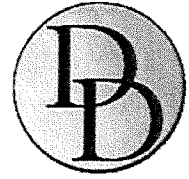
Architectural Review and Compliance Committee Form

Approve

Association	Pine Run Association, Inc.
Date	04/21/2021 3 AM
Owner Name	Linda Engstler
Account Number	PNR1308
Address	308 Pine Run Drive, Osprey, FL 34229
Home Phone	
Cell Phone	6034388911
Email Address	lindaengstler@comcast.net
Anticipated Project Start Date (NOTE: work cannot begin before Board I Committee approval)	5/1/2021 3 .5 AM
Anticipated Completion Date	5/5/2021 1 2. AM
ACC Type	Landscaping
Description of changes	I would like to plant 2 cordyline fruticosa, 1 dracena marginata, 1 croton within the patio, along the perimeter.
Contractor Name, License Number, Address and Phone NOTE: Contractor's license number online at http://www.myfloridalicense.com/dpbr Click on "Verify a license" and go from there.	Self
Emergency Request	False
Emergency Description	
Acknowledgements	
I have read the applicable Terms and Conditions in the Community's Declaration of Covenants, Conditions, and Restrictions.	

Devine Design Landscape & Lawn Maintenance, Inc

4579 Brooksdale Dr.
Sarasota, FL 34232



BILL TO

Pine Run Association
300 Blackburn Point Rd
Osprey 34229, FL 34285

QUOTE #

20204760

QUOTE DATE

02/16/2021

Quote Total

\$6,600.00

DESCRIPTION

AMOUNT

Pine tree at the end of building 700 - drop tree, dissect, load, haul away,
clean up debris (includes stump grind)

1,500.00

Fishtail Palm next to 232 - drop tree, dissect, load, haul away, clean up
debris (includes stump grind)

900.00

Dead Pine & Norfolk behind 311- drop both tree, dissect, load, haul away,
clean up debris

1,000.00

Dead Oak behind 359 & Carrotwood - drop both tree, dissect, load, haul
away, clean up debris

700.00

Oak tree at 222 - drop tree, dissect, load, haul away, clean up debris
(includes
stump grind)

2,500.00

TERMS & CONDITIONS

Devine Design Landscape
PO BOX 51181
Sarasota, FL 34232

Gmail

keenie bugenhagen <keeniepinerun@gmail.com>

Potted Plants on Common Elements

Patricia Hamilton <pathamilton22@gmail.com>

Mon, May 3, 2021 at 11:42 AM

To: keenie bugenhagen <keeniepinerun@gmail.com>

In the March Board minutes, the Landscape Committee report says, "The rules regarding potted plants may need to be reexamined."

This situation has been bothering me for a while, because I fear these containers may become dangerous projectiles in a bad storm, tornado, or hurricane.

Personally, if I hear a tornado/hurricane warning, I'm going to grab the dogs, valuables, and 'run like hell' - I don't think (loyal neighbor and rules-adherent resident that I am), that I'd be thinking about or dragging any planters inside (some of which are pretty hefty); and, putting them in carports/lanais/outdoor enclosures may not prevent some of them from becoming projectiles.

Our Rule #10.1 .d. states,

"Plant containers may be placed near the owner's building where they will not interfere with mowing or other maintenance activities. All common element placements require a Board-approved A/GM application.

and

#10.2.c. states,

"If residents leave for extended periods of time, they must remove plant containers placed on the common elements.

Staff will remove and dispose of plants and containers which interfere with grounds maintenance."

We are permitting a dangerous situation to continue to exist. I wonder if it's an insurance liability issue too - Board approval lets the owner 'off the hook' and plops it in the Association's lap.

I'd like to suggest a possible rules change for consideration -

"Effective January 1, 2022 (or whatever date), NO outdoor plant containers are permitted on the common elements. Existing containers must be removed by December 31, 2022. Permission to plant any plants on the common elements grounds near your building requires a Board-Approved A/GM application."

Thank you for listening.

RECOMMENDED TREE WORK

100's:

Building 2:

- Yucca plants

Branch down behind Buildings 2-3

Building 3:

- Trim Oak away from screens/building

Building 4:

- Remove corn plant
- Remove Schefflera