

**NOTICE**  
**BOARD OF DIRECTORS MEETING**  
**PINE RUN CONDOMINIUM ASSOCIATION, INC.**  
**THURSDAY, DECEMBER 23 2021**  
**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 November 29, 2021
- VII. BOARD REPORTS.
- VIII. OLD BUSINESS.
  - a. Clubhouse deconstruction
  - b. Kayak rack future build
- VIII. NEW BUSINESS.
  - a. Dogs
  - b. Louvers
  - c. January 2022 community wide pest service
  - d. Rule changes
  - e. Boxes
  - f. AGM's
- IX. PUBLIC COMMENT.
- X. ADJOURNMENT: Next meeting date will be January 27, 2022

**MINUTES OF THE ZOOM MEETING  
BOARD OF DIRECTORS  
PINE RUN ASSOCIATION, INC.  
THURSDAY, DECEMBER 23, 2021  
7:00 P. M.**

Present: Kip Kellogg, President, Damon White, Vice President, Owen Hodge, Treasurer, AJ McDowall, Secretary, Tom Foley, Amy Grandelli, Directors, Jim Kraut for Management and owners in the audience. Absent: Steve Ross, Director.

The meeting was called to order by the President, Kip Kellogg, at 8:30 A.M. in the Recreation parking lot, a quorum being present. Proof of Notice and Agenda was 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 Tom Foley and seconded by AJ McDowell to approve the minutes of the Board of Directors meeting of November 29, 2021, as presented.

MOTION PASSED.

**BOARD REPORTS.**

Secretary – AJ McDowell: Read her report, which is attached and made a part of these original minutes.

Vice President: Read the Landscape Report, which is attached and made a part of these original minutes.

Directors – Amy Grandelli: Kayak Renovation report will be deferred to Unfinished Business.

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

Maintenance: Tom Foley/Steve Ross: Tom Foley reported that the property survey of the Recreation Building was supposed to locate any underground piping and wiring, but once digging began, it was found that there were multiple lines that were not located and/or identified.

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

**UNFINISHED BUSINESS.**

- a. Clubhouse Deconstruction: The work is underway. There will be changes to the construction materials and methods based on new building codes. A porta-potty will be ordered to be delivered in January.

- b. Kayak Rack Future Build: 1). Amy Grandelli reported that there are eight existing kayak racks, with six in the front and two in the back. 2). There are currently 48 spots available for kayaks. 3). There should be a plan for expansion to 60 spots and consider storage of paddleboards as well. 4). She needs to know what areas will be designated for kayaks and will consult with the Landscape Committee. 5). The Board should consider an annual fee of approximately \$10, to be paid by each owner storing a kayak. 6). Management will order ID tags for the kayaks. 7). The Board should also consider creating a bicycle storage area.

#### NEW BUSINESS.

- a. Dogs: 1). There are six dog waste stations on the property, but people continue to put their dog waste bags in the regular trashcans or just leave them on the ground to be picked up by others. 2). There are also issues about dogs barking in the units. Letters will be sent to identified owners reminding them that their dogs cannot be allowed to disturb the peaceful enjoyment of their neighbors.
- b. Louvers: MOTION was made by AJ McDowell and seconded by Kip Kellogg to form a committee to present the Board with alternative replacements for the original wooden louvers. AJ McDowell has agreed to be the Board liaison.

#### MOTION PASSED.

- c. January 2022 Community Wide Pest Service: The Board is looking to schedule dates for an onsite inspection of all units and publish a list of all units treated by Pest Eliminators and the treatments made in each. The warranties for units treated have been renewed for another two years.
- d. Rule Changes: The President read the legal response from the attorney on what would be needed to amend the rules on AGM approval and the vote required to change the Association to a 55 and Older Community and limit the number of rental units to no more than 25% at any one time. The attorney will provide a proxy/ballot for the annual meeting.
- e. Boxes: Owners were reminded to please break down your boxes before putting them in the recycling bins.
- f. AGMs: MOTION was made by Damon White and seconded by Amy Grandelli to approve the following AGMs, as presented:
  - 1. 137: Replace wood flooring after treatment by Nature Zone.
  - 2. 308: Plant flowers in the center of the 300 Buildings around lamp posts and palm trees.
  - 3. 128: Trim back Palmettos and fertilize shrubs around the building.

#### MOTION PASSED.

MOTION was made by Damon White and seconded by Amy Grandelli to approve the proposal from Devine Design for tree removal and tree trimming at a cost of \$2,500, as submitted.

#### MOTION PASSED.

Public Comment: 1). There are palm tree fronds overhanging buildings that give access to rodents. A: Please submit a work order. 2). We need to address the issue with the current security system. Management will send previous contacts to the Secretary. 3). Q: What is happening with the Fence Committee? A: Nothing has been happening recently because of the focus on the buildings and because of cost. Management will provide the names of fencing contractors to provide bids for the work, which can be submitted by the Committee to the Board. 4). The Board should consider installing gates for security purposes. 5). It was recommended that Board meetings be held in a way to protect owners from the virus.

MOTION was made by Damon White and seconded by AJ McDowell that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:11 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, January 27, 2022, at 8:30 A. M.

Respectfully submitted,

  
James S. Kraut,  
For the Secretary

Secretary's Report  
For Board of Director Meeting  
December 23, 2021

Sales and Leases:

2 sales which included units 310 Pine Run Drive and 207 Woodland Drive  
2 short term leases, some extending to April 2022

Request for authorization forms to be turned in after completion of orientation with new owners. This information will be compiled to be forwarded to Dan Muss for the newsletter and bulletins, as well as for the 2022 Pine Run Association Directory. Board members, please forward your signed orientation forms to the secretary by email or hard copy.

The process continues with Keys-Caldwell in the inclusion and updating of previously Pine Run Board Member approval for the lease and sale application form and process. Information continues to be received and I plan to continue to work on these items with the request of Keys-Caldwell's assistance and guidance.

I continue to receive and process the sales and lease applications. Some applications have required phone or email follow up to verify information. I have noticed some issues with the excel program and will be working through those issues to validate all info has been saved for an accurate percentage of the long and short term rentals.

Last month the review of dry termite infestation was to be covered, however, due to the lengthy discussion on several subjects this was missed. I volunteered to research out this info and will elaborate on at the meeting. The results of that remains ready to be disclosed.

| <b>Unit</b> | <b>2021</b>                 | <b>Renters Name(s)</b>         | <b>Application<br/>Date</b> | <b>Received<br/>Date</b> | <b>Approved<br/>Date</b> | <b>Occupancy<br/>Date from</b> | <b>Occupar<br/>Date to</b> |
|-------------|-----------------------------|--------------------------------|-----------------------------|--------------------------|--------------------------|--------------------------------|----------------------------|
| 244         | Komer, Louis and Joan       | Anne Feminella & William Orr   | 1/14/2021                   | 2/18/2021                | 2/19/2021                | 2/20/2021                      | 4/5/2021                   |
| 124         | McDowell, Robert & Angela   | Jim & Carol Braband            | 1/12/2021                   | 2/18/2021                | 2/19/2021                | 2/1/2021                       | 3/7/2021                   |
| 355         | Charles & Cynthia Hodge     | D. Christina Nicholson         | 11/19/2020                  | 2/18/2021                | 2/19/2021                | 12/27/2020                     | 3/28/202                   |
| 110         | Lincoln & Josie Olsen       | Eric & Ludwina Olsen           | 2/14/2021                   | 2/18/2021                | 2/19/2021                | 3/1/2021                       | 2/28/202                   |
| 244         | Komer, Louis and Joan       | Judith Hillier                 | 6/6/2020                    | 6/10/2020                | 6/12/2020                | 4/6/2021                       | 5/5/2021                   |
| 108         | Giambruno and Serrano       | Patrick & Kathy Cody           | 2/22/2021                   | 2/24/2021                | 2/25/2021                | 3/1/2021                       | 3/31/202                   |
| 236         | Susan Burgstiner            | Trisha & Jody Smith            | 3/8/2021                    | 3/24/2021                | 3/26/2021                | 12/30/2021                     | 2/28/202                   |
| 117         | Naomi King                  | Jill Oldham                    | 2/10/2021                   | 3/24/2021                | 3/26/2021                | 2/20/2021                      | 4/15/202                   |
| 755         | Lauren & Steve Englander    | Michelle Pujol & Brent Petrini | 3/17/2021                   | 3/26/2021                | 3/28/2021                | 12/31/2020                     | 2/1/2021                   |
| 755         | Lauren & Steve Englander    | Jennifer Fruzzetti             | 1/22/2021                   | 3/26/2021                | 3/28/2021                | 2/3/2021                       | 3/8/2021                   |
| 755         | Lauren & Steve Englander    | Denny & Robi Kelly             | 3/17/2021                   | 3/26/2021                | 3/28/2021                | 3/12/2021                      | 4/13/202                   |
| 755         | Lauren & Steve Englander    | Karin Bennett                  | 3/15/2021                   | 3/26/2021                | 3/28/2021                | 4/16/2021                      | 5/16/202                   |
| 755         | Lauren & Steve Englander    | Murielle & Stephan DeWeker     | 11/16/2020                  | 3/26/2021                | 3/28/2021                | 11/29/2020                     | 12/29/20                   |
| 239         | Nancy Doll                  | Mary Ann Mailman               | 3/10/2021                   | 4/1/2021                 | 4/2/2021                 | 3/1/2022                       | 3/31/202                   |
| 239         | Nancy Doll                  | James and Carol Braband        | 3/8/2021                    | 4/1/2021                 | 4/2/2021                 | 1/23/2022                      | 3/1/2022                   |
| 117         | Naomi King--Tawny Owl, Inc. | Patricia Lukas                 | 3/26/2021                   | 4/13/2021                | 4/14/2021                | 5/1/2021                       | 4/30/202                   |
| 205         | Denise & Bernie Fowler      | Chris & Pamela Bartlett        | 02/23/21                    | 04/23/21                 | 04/24/21                 | 12/26/21                       | 03/31/22                   |
| 236         | Susan Burgstiner            | Debra & Frank Cicerello        | 04/12/21                    | 04/21/21                 | 04/21/21                 | 07/01/21                       | 12/26/21                   |
| 703         | Belinda Maclurg             | Joseph Audeh & Nadia Shareef   | 06/01/21                    | 06/01/21                 | 06/01/21                 | 06/02/21                       | 08/02/21                   |
| 233         | Joseph Milutis              | Pat Hamilton                   | 06/29/21                    | 06/25/21                 | 06/28/21                 | 06/22/21                       | 07/06/21                   |
| 233         | Joseph Milutis              | Pat Hamilton                   | 06/29/21                    | 07/01/21                 | 07/01/21                 | 07/07/21                       | 07/21/21                   |
| 761         | Mary Ann Spencer            | Lee & Olga Traeger             | 06/30/21                    | 07/07/21                 | 07/14/21                 | 07/01/21                       | 11/30/21                   |
| 239         | Nancy Doll                  | Ann Landay                     | 06/28/21                    | 07/08/21                 | 07/14/21                 | 12/01/21                       | 12/31/21                   |
| 236         | Susan Burgstiner            | Rosemary O'Lone                | 7/8/2021                    | 7/19/2021                | 8/10/2021                | 3/5/2022                       | 5/4/2022                   |
| 761         | Mary Ann Spencer            | Juan Arrascue & Kari Holly     | 8/11/2021                   | 8/17/2021                | 8/21/2021                | 8/20/2021                      | 10/1/202                   |
| 107         | Kavesery Kirshnan           | Liliane Lykes                  | 6/2/2021                    | 8/2/2021                 | 8/11/2021                | 7/1/2021                       | 6/30/202                   |
| 223         | Joyce McKenzie              | Marilyn Santarelli             | 4/28/2021                   | 10/8/2021                | 10/10/2021               | 1/1/2022                       | 3/31/202                   |
| 244         | Judith Hallett              | Steven & Patricia Larson       | 9/24/2021                   | 9/30/2021                | 10/10/2021               | 1/1/2022                       | 4/30/202                   |
| 122         | Suzanne Andelora            | Francis & Linda Markott        | 9/23/2021                   | 10/4/2021                | 10/10/2021               | 1/23/2022                      | 2/27/202                   |
| 313         | Jim & Rene Orahoad          | Jeanne Laga                    | 6/2/2021                    | 10/14/2021               | 10/19/2021               | 1/1/2022                       | 2/15/202                   |

|     |                           |                                  |            |            |            |           |          |
|-----|---------------------------|----------------------------------|------------|------------|------------|-----------|----------|
| 108 | A Giambruno & J. Serrano  | Patrick and Kathy Cody           | 9/7/2021   | 10/14/2021 | 10/19/2021 | 1/3/2022  | 4/1/2022 |
| 207 | Schurch Laurent           | Jack & Carol Carra               | 10/19/2021 | 10/27/2021 | 11/12/2021 | 1/12/2022 | 4/12/202 |
| 755 | Lauren & Steven Englander | William & Haylna Conticchio      | 10/15/2021 | 11/4/2021  | 11/12/2021 | 1/1/2022  | 4/1/2022 |
| 755 | Lauren & Steven Englander | William & Michele Olson          | 10/15/2021 | 11/4/2021  | 11/12/2021 | 12/1/2021 | 12/30/20 |
| 122 | Susanne Andelosa          | Dottie Laettner & Duane Scheuer  | 10/22/2021 | 11/18/2021 | 11/23/2021 | 3/1/2022  | 4/10/202 |
| 128 | Linda Dellatorre          | Tracy Gaudrean & Maurreen Runkle | 11/4/2021  | 11/30/2021 | 12/2/2021  | 12/1/2021 | 2/28/202 |
| 202 | Loyd&Linda Christiansen   | Joseph&Deborah Avicelli          | 10/25/2021 | 11/30/2021 | 12/2/2021  | 1/14/2022 | 3/31/202 |

December 2021 Board Meeting

|       |                                | 2021                               | Application<br>Date | Received<br>Date | Approved<br>Date | Settlement<br>Date |
|-------|--------------------------------|------------------------------------|---------------------|------------------|------------------|--------------------|
| 3-222 | Ted Arnstein & Eliz. Jamison   | Stephanie Chambers                 | 1/20/2021           | 2/5/2021         | 2/6/2021         | 2/19/2021          |
| 1-361 | Charles Kenney                 | Laurel Van Horn                    | 2/4/2021            | 2/5/2021         | 2/6/2021         | 3/10/2021          |
| 1-366 | Olivia Stultz                  | Holly Macario                      | 1/6/2021            | 2/8/2021         | 2/8/2021         | 2/2/2021           |
| 2-114 | George and Marlene Hookey      | David and Ann Ferraro              | 2/15/2021           | 2/15/2021        | 2/16/2021        | 2/16/2021          |
| 3-223 | Melissa Steg                   | Joyce McKenzie                     | 2/9/2021            | 2/18/2021        | 2/19/2021        | 3/1/2021           |
| 3-244 | Louis & Joan Komer             | Judith Hallett                     | 2/16/2021           | 3/1/2021         | 3/1/2021         | 3/1/2021           |
| 2-139 | Clyde J. Wells                 | Alfred Joseph DeFeo                | 4/1/2021            | 4/6/2021         | 4/7/2021         | 5/1/2021           |
| 2-103 | Larry & Shirley Trautman       | Shannon East, Eric and Sarah Dill  | 4/7/2021            | 4/13/2021        | 4/14/2021        | P                  |
| 354   | Terry Marks & Anastasia Wirick | Bruce Maffeo & Suzanne Mondo 1-354 | 04/21/21            | 04/23/21         | 04/24/21         | 05/11/21           |
| 111   | Delores Morgan                 | Anne Caprini 2-111                 | 04/22/21            | 04/23/21         | 04/24/21         | 05/19/21           |
| 228   | David and Mary Bond            | Paul and Mary Badeau & sons (2)    | 03/26/21            | 04/29/21         | 04/29/21         | 04/30/21           |
| 233   | Pat Hamilton                   | Joseph Milutis                     | 06/04/21            | 06/07/21         | 06/08/21         | 06/21/21           |
| 311   | Karen Stone                    | Julie Hallett                      | 7/8/2021            | 7/9/2021         | 7/19/2021        | 7/23/2021          |
| 221   | Robert J Jones                 | Terrance Joyce & Michelle Bruno    | 6/29/2021           | 6/30/2021        | 7/21/2021        | 8/10/2021          |
| 137   | Wesley J & Marilyn Westrom     | Christine A Bergeron               | 6/26/2021           | 7/30/2021        | 7/1/2021         | 7/30/2021          |
| 703   | Belinda J McClurg              | Marc Eric & Kiyomi Young           | 7/30/2021           | 8/3/2021         | 8/11/2021        | 8/13/2021          |
| 118   | Janet H Smith                  | Elizabeth Smith & Aaron Sartinsky  | 8/2/2021            | 8/13/2021        | 8/21/2021        | 8/25/2021          |
| 102   | Marlene Rance                  | Lauren & David Gray                | 8/29/2021           | 9/3/2021         | 9/7/2021         | 10/14/2021         |
| 221   | Terrance Joyce & Michele Bruno | Sandra Warlick                     | 10/6/2021           | 10/11/2021       | 10/19/2021       | 10/29/2021         |



|     |                                   |                                 |            |            |            |            |
|-----|-----------------------------------|---------------------------------|------------|------------|------------|------------|
| 304 | Richard Bacchiocchi&D Nightingale | Scott and Gayle Adler           | 11/12/2021 | 11/15/2021 | 11/16/2021 | 11/18/2021 |
| 705 | Patricia Hargis                   | Brennen McConnell&Anh Luong     | 11/3/2021  | 11/17/2021 | 11/23/2021 | 12/1/2021  |
| 207 | Laurent Schurch                   | Scott Richardson & Robert Varga | 12/10/2021 | 12/17/2021 | 12/14/2021 | 1/6/2022   |
| 310 | Marcum & Bridwell                 | Benjamin & Alissa Hall          | 11/26/2021 | 12/10/2021 | 12/15/2021 | 12/31/2021 |

Pine Run Osprey  
Action Items  
December 23, 2021

Items discussed at the December 23, 2021 Board of Directors Meeting with Action Items are as follows:

Kip Kellogg:

Fence Committee has been formed, research to begin to gather information and estimated costs for the project.

Amy Grandelli:

Kayak Racks Project

Formulate a committee and suggested plan of action

AJ McDowell

Shutter research project

Formulate a committee, available shutter products, and a suggested plan of action

Board Member needed

Security System research, bids, recommendations, and suggested plan of action

Since security system was in place previously, there must be some allocated funds already in the budget for continuing services, but not necessarily the initiation of a new system.

## **LANDSCAPING REPORT**

**December 21, 2021**

### **In Attendance:**

Committee members – Keenie Bugenhagen, Pam Williams, Bob McDowell, Ruth Schroeder, Stephanie Chambers, Mary Badeau

### **AGM's: (attached)**

124 – Trim back palmetto on south side of building, apply fertilizer to turf in front of Building 10, fertilize various shrubs around building. Recommend BOD approval.

308 – To plant blanket flower around lamppost and palms in center median in 300's. The Association has not had good luck with blanket flower and will confer with Linda on native plant to be used. Recommend BOD approval for native plants to be installed in median.

### **Bids Received: (attached)**

\$2500 from Devine Design to remove Norfolk Pine and Queen palms from Bldg 3, Carrotwood and 4 Queen Palms from Building 7. Queen palms are invasive and dropping berries on sidewalks – also causing drunken behavior amongst the critters eating the fermented berries! We will consult with residents about need for new plantings. Recommend approval.

### **Irrigation:**

Much of the work approved last month has been done. The pump problems in Section 1 and at the Clubhouse leave us with no water in those areas. Section 1 irrigation cannot be tested or completed until the pump is working. It is hoped that the Association has that work done soon.

### **Plant/Tree Installation:**

The turf on the west side of the tennis courts was graded. 13 Clusia were installed. 15 Mrs. Schillers Walters Viburnum have been ordered, and we are awaiting delivery and installation. Pine Bark will then be spread in this area.

The Orange geiger was moved from the island in front of the clubhouse to the east side of the tennis courts. It has not done well, and we are hoping the new location will be more suitable. The root bound Adonidia was removed. 15 Rockland Lantana are on order. Once they are installed, pine bark will be spread in this area.

### **Volunteers:**

Robert and AJ McDowell have volunteered to “adopt” the front, rear, and side of Building 10 up to the stop sign. Waivers attached.

Volunteers continue to work Thursday mornings.

### **Policies:**

The decision was made to continue to use large chunk pine bark instead of mulch for Association plantings. We will investigate having a truckload of bark delivered next year for resident use in common areas. Right now, the rule is that residents must use dark brown mulch. We are recommending that the rule be changed to require residents use pine bark in the future to create a more uniform appearance. We chose the pine bark because it is more durable.

We would also like to establish an edging material. We will research and come with ideas next month.

### **Other Discussion:**

The priorities for next year:

- The center courtyard in the clubhouse. Members will come back next month with ideas for a plan.
- The main entryway to Pine Run needs to be updated.
- The hedge on the east side of the clubhouse parking lot needs to be removed and new bushes introduced. At the same time, the Brazilian peppers between there and Building C could be removed.

A price for palm trimming will be obtained from Devine Design for reference. At this point, we would like to reserve most of our budget for updating plantings and removing invasives rather than trimming palms.

When pump issues are resolved, we will schedule fertilization with Devine Design.

**Walk-through:**

A walk-through was done of the 300's.

Building B: There are 2 Areka palms that need to be removed. A resident has requested that one of them be trimmed, as they fear it is providing rat access to the building. It is far too big for the space and growing onto the building, so it will be a continuous problem. We recommend removal. Another resident came out to report to us that she was advised by pest control that the Areka should be removed outside her unit. Orange ribbon was tied around both so that the maintenance staff can let us know if they are able to take them down or if we should get a bid.

Building C: There is a small Brazilian pepper coming up behind the building that we will remove. A 2<sup>nd</sup> floor unit owner pointed out 2 Areka palms in the fenced in courtyards of the unit below that are now tall enough that they obstruct their views. The palms are behind fences, so they are the responsibility of the unit owner.

Building D: A dead Bay tree fell in the storm. It will need to be removed. A work order was submitted.

Other work: A unit owner in Building 2 stopped to ask that a Schefflera next to her unit be removed. A ribbon was put around it to determine if it can be done in-house or contracted.

Devine Design Landscape & Lawn Maintenance Inc.

P.O. Box 51181  
Sarasota, FL 34232

# Invoice

| Date       | Invoice # |
|------------|-----------|
| 12/15/2021 | 2021-4768 |

|  |
|--|
| Bill To  |
| Pine Run Association<br>300 Blackburn Point Rd<br>Osprey, FL 34239 |

| P.O. No. | Terms | Project |
|----------|-------|---------|
|          |       |         |

| Quantity   | Description                                       | Rate         | Amount     |
|--|---|--------------|------------|
|  | Tree Removal Norfolk Pine labor and dump fee      | 800.00       | 800.00     |
|  | Tree Removal Carot wood labo and dump fee         | 300.00       | 300.00     |
|  | Tree Removal of #6 Palm Trees labor and dump fees | 1,400.00     | 1,400.00   |
| ,Thank you for your business:You are truly Devine! |   | <b>Total</b> | \$2,500.00 |

Pine Run Association Treasurer Report  
December 23, 2021

Yearend Overview of the Three Sections

**Section 1**

**Operations**

The deficit for operations repairs and maintenance in section 1 now comes to \$50,000. As I have previously reported, \$38,000 of the section 1 special assessment will be allocated to repairs and maintenance to address this deficit. Fortunately section 1 operations expenses are in good shape for other categories. The total operations deficit is currently about \$34,000. The special assessment should pretty much balance the section one operations budget.

**Reserves**

Section 1 reserves are seriously low. A recent contributing factor is that on December 10, \$11,000 in payments were made to Devine Design for upgrading section 1 irrigation. For sure the work needs to be done. The irrigation reserves for section 1 easily cover these expenses. Nevertheless, the total of section 1 available reserves decreases at a time when the reserves were already quite low. The remaining roof replacements in section 1 will be funded by the special assessment. The last roof to be done will be building E in April or May. We will need to be very careful with regard to section 1 reserves in the next few months.

**Section 2**

**Operations**

Section 2 also has a deficit for operations repairs and maintenance, although not as serious as section 1. The current deficit for repairs and maintenance is \$13,000. It looks like there might be an overall yearend operations deficit of about \$5000, out of a \$200,000 annual budget. That is a manageable situation.

**Reserves**

Section 2 reserves are in good shape. The roof replacement work on building 4 will be funded partly by reserves and partly by special assessment. That will complete the roof project in section 2. There will be sufficient reserves remaining to build on for coming years as well as to be available if something comes up.

**Section 3**

**Operations**

Unlike the other 2 sections, section 3 has a \$10,000 surplus for operations repairs and maintenance. There is a healthy \$14,000 surplus for the overall operations budget.

**Reserves**

Section 3 reserves are in reasonably good shape. The remaining roof replacements will be funded by the section 3 special assessment. The last roof will be building 5, probably to be done in April or May. There are funds in the reserves to handle cost overruns or unexpected expenses at a moderate level.

## December 2021 Presidents Report

Let's keep this short and seasonal...I hope that all our residents and guests enjoy a happy and healthy holiday season. Let's hope that 2022 begins to bring us back to some notion of normal.