

**FLORENCIA AT THE COLONY CONDOMINIUM ASSOCIATION  
BOARD MEETING MINUTES**

**October 20, 2016**

**Approved**

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**BOARD MEMBERS IN ATTENDANCE**

Harry Boghigian      President  
George Bauernfeind      Secretary  
Wayne Fisher      Director

**BOARD MEMBERS ATTENDING VIA TELEPHONE**

Harry Short      Treasurer

**BOARD MEMBERS NOT IN ATTENDANCE**

James Lamb      Vice President

**OTHERS PRESENT IN PERSON**

Lyn Haars, Community Association Manager  
Jamie Kennedy, Administrative Assistant  
Association Members

**I. CALL TO ORDER**

Mr. Boghigian called the meeting to order at 9:00 a.m. in the Florencia at the Colony Social Room at 23850 Via Italia Circle, Bonita Springs, Florida on the above date.

**II. PROOF OF NOTICE OF MEETING**

Mr. Boghigian announced that the notice for this meeting was posted in accordance with bylaws and statutory requirements.

**III. VERIFICATION OF A QUORUM**

Mr. Boghigian confirmed that a quorum was present.

**IV. APPROVAL OF MINUTES**

*A motion was made by Mr. Fisher to approve the September 18, 2016 Board Meeting Minutes. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

**V. TREASURER'S REPORT**

- A. **Financials** – Mr. Short reported the financials look excellent. The Operating Fund Surplus after (9) months are \$55,000 positive. Mr. Short explained the \$90,000 reported for the operating surplus is an error. An insurance check was received in the amount of \$26,000 for the recovery of the expenses to replace the driveway pavers. This deposit was recorded as revenue however the corresponding expense was not recorded. Revenues for the first nine (9) months of the year are \$6,000 favorable variance due to higher guest suite income. Expenses are below plan at \$60,000 favorable variance. There are four (4) major categories driving the financials which include insurance, utilities, payroll, legal expenses and administration cost. For the month of September there are no major surprises at this time. Assessments are current. Mr. Short gave a brief outline of the 2016 remaining projects. It is anticipated that for the full year 2016 Florencia will have an Operating surplus of around \$50,000.

*A motion was made by Mr. Fisher to approve the September 2016 financial reports. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

**VI. UOC/CRC UPDATE**

- ❖ A report was presented by Dr. Bisker regarding the Pelican Landing Election. Mr. Boghigian spoke on behalf of Bill Prakash for CRC. For additional information and a copy of the UOC/CRC minutes, please visit [www.pelicanlanding.org](http://www.pelicanlanding.org).

## VII. MANAGER'S REPORT

### A. UPDATES

- a) A new Precor treadmill has been installed.
- b) Driveway Pavers - Pavers have been ordered and once they arrive, the driveway will be scheduled to be repaired. In the process, we will use some of the pavers taken up during this project to install a walking path alongside the garage dog door.
- c) Spa work to install the helical piles is in process.
- d) Use of Amenities – A situation arose recently where an owner's guest was using Florencia amenities while the owner was not in residence. Ms. Haars communicated with both the Owner and guest that unless a resident is in residence; a guest not staying in the building (even if on the permanent guest log) is not allowed to use the building amenities. The situation is understood and the guest will no longer be using the amenities.

### B. NEW BUSINESS

- a) **Hotwire** - PLCA has signed a 10-year contract with Hotwire for TV/internet service. The billing for this contract will begin in mid-2018. Hotwire did an inspection of the building on Tuesday, October 18th.
- b) **Sewer Lines** – Ms. Haars gave an extensive report on the main sewer line backup which occurred in unit 1406. Fire Service Restoration as well as plumbers immediately arrived on scene with a cleanup crew. The cleanup and restoration remains in progress. The majority of the work is the responsibility of the owner per Florida statutes, however there is a portion which belongs to Florencia. After review by Wells Fargo Insurance, it was determined that sewer backups are excluded from the building policy. Florencia's total repair cost is approximately \$12,000 and the homeowner's responsibility is approximately \$50,000. An inspection was completed by the owner's insurance company along with a bacterial hygienist test. In an effort to prevent any future backups from occurring, we attempted to hydro-jet the remaining main sewer lines in the building. This procedure was unsuccessful due to the construction and design of the building sole vents in each sewer line at each floor. The jet line hoses continued to get caught on the vents' baffle. Three (3) units were entered in order to cut holes in the wall to free the hoses. Cost of these repairs is approximately \$1,400.

*A motion was made by Mr. Short to approve \$1,400 funding from the Operating Fund for the 02 stack repairs as well as the Associations portion in the amount of \$12,000 as a result from the sewer backup. The motion was seconded by Mr. Fisher and passed unanimously.*

- c) **Insurance** - Upon contractor insurance review, it was realized that Florencia is only listed as "Certificate Holder" on most of our Florencia contractor's insurance. Florencia Association contractors' insurance must list Florencia as "Additional Insured". A letter will be sent to all Florencia Contractors notifying them of the requirement.
- d) **Screens and Railings** - Altaira will be using Mullet's Aluminum Products for installation of railings and screens. A meeting has been scheduled October 25<sup>th</sup> to meet with a Mullet's representative. Once approved, production of the railings can take sixteen (16) weeks. The Florencia project will be entirely different from that of Altaira as ours is a replacement project.
- e) **Building Cleaning** - After Thanksgiving, the entire Florencia building and pavilion will be power washed at a cost of approximately \$8,000. This will be paid by WCI and Suffolk Construction.
- f) **Possible projects** – Ms. Haars presented and discussed two (2) summaries to the Board for questions, comments, and or discussion to include the Updated Board of Director's Walk Report & the 2016 Maintenance Projects. These projects are dependent upon operating cash available.

*A motion was made by Mr. Short to approve \$24,580 funding from the Operating Fund to proceed with the six (6) remaining 2016 Florencia Projects presented to the Board by Ms. Haars. These are to be completed by December 2016. The motion was seconded by Mr. Fisher and passed unanimously.*

- g) **Trees** – Ms. Haars informed the board of three (3) trees that died on the south side of the garage. The replacement cost is \$800. The two (2) options discussed were to install grass in the area or to install new trees at a cost of \$800. Mr. Short gave Ms. Haars the directive to select the solution she deems best appropriate. Included in this discussion was the idea of establishing a landscape architect to design a plan for the entire property.

*A motion was made by Mr. Short to give Ms. Haars the authority to research landscape architects to develop a design plan for the entire Florencia building landscaping to be submitted and reevaluate by the Board. The motion was seconded by Mr. Fisher and passed unanimously.*

- h) **Pools pump replacement** - Due to some recent issues it was determined to explore an alternative pump.

*A motion was made by Mr. Short to approve \$3,545 funding from the Replacement Reserve to replace the existing Pool Pump with the proposal from Tri-city Pools. The motion was seconded by Mr. Fisher and passed unanimously.*

**X. BOARD MEETING DATE – Thursday, November 20, 2016 at 9:00AM**

**ADJOURNMENT**

*Mr. Boghigian made a motion to adjourn at 10:30a.m. The motion was seconded by Mr. Short and passed unanimously.*

Respectfully submitted,  
George Bauernfeind, Secretary