

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

May 17, 2017

Approved

BOARD MEMBERS IN ATTENDANCE

Jim Lamb	President
George Bauernfeind	Treasurer
Darrell Cates	Secretary
Harry Short	Vice President

BOARD MEMBERS ATTENDING VIA TELEPHONE

Wayne Fisher	Director
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OTHERS PRESENT IN PERSON

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

I. CALL TO ORDER

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

III. VERIFICATION OF A QUORUM

Mr. Lamb confirmed that a quorum was present.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Cates to approve the April 19, 2017 Board Meeting Minutes. The motion was seconded by Mr. Fisher and passed unanimously.

V. TREASURER'S REPORT

- a) **Financials** – Mr. Bauernfeind reported that revenues for the first (4) months of the year January through April are on plan. No major surprises at this time. Operating Expenses are below plan. The major categories driving the lower expenses are insurance, utilities, payroll and landscaping and timing.

A motion was made by Mr. Bauernfeind to approve the April 2017 financial reports. The motion was seconded by Mr. Cates and passed unanimously.

VI. CRC UPDATE

Mr. Lamb spoke on behalf of Bill Prapak for CRC. For additional information and a copy of the CRC minutes, please visit www.pelicanlanding.org.

VII. MANAGER'S REPORT

A. UPDATES

- a) Brown & Brown Insurance presented an option to handle our Personnel HR and payroll services as an additional service. The comparison of TriNet and the HR/ payroll services offered by Brown and Brown continues to be reviewed.
- b) A cancellation letter for the Reserve Study sent to GAB Robins was given to the Board. Relative to the upcoming Reserve Study an RFP (Request for Proposal) was sent to three

(3) companies. Mr. Brubaker from GAB Robins offered to do the Reserve Study for us next year at no charge.

- c) The combining of Rules and Regulations is a time-consuming project. The revised edition will be provided to the Board by September.
- d) Research is still ongoing on vehicle trickle charges/vehicle plug-in electric charges. We learned Altaira has a large enough electrical panel to accommodate this service; however it is not currently being offered.

B. OLD BUSINESS

- a) The Board authorized \$50,000 to BlueWorks to clean the kitchen and master bath sewer lines. The total amount for these two (2) stacks came to \$62,500. Therefore, an additional \$12,500 is needed from the Board. At the time BlueWorks is here, they will “camera” the rest of the lines (at no additional charge) so we know the condition of all of them.

There was a lengthy discussion by the Board in relation to funding the sewer line cleaning through Replacement Reserves and the guidelines set forth within the Reserve Study. The Board discussed the advantages of using a deferred maintenance approach in order to save costs, meet budget funding levels, or realign available budget monies. This will be considered upon evaluation of the current conditions and recommendations by Blueworks.

A motion was made by Mr. Bauernfeind to amend last month’s motion to approve the \$50,000 and increase to \$62,500 funding from the Operating Fund at this time to clean the sewer/Drain Lines in the Kitchen and Master bathrooms throughout the building with the proposal from Blueworks. The motion was seconded by Mr. Short and passed unanimously.

C. NEW BUSINESS

- a) Recent maintenance on the fitness equipment revealed that one (1) of the original treadmills elevation motors is not functioning properly. Currently the two (2) treadmills have 26K and 22K miles on them. These will be monitored throughout the year.
- b) A quarterly building inspection was completed on May 4 and a summary was given to the Board. Most of these items will be completed by the Florencia staff.
- c) Recently the Florencia office staff took a tour of Altaira. We explored the common areas as well as the “back of the house” and discovered details in the construction and layout of the building.
- d) Condee proposed work to be completed on the cooling towers and pumps. This was sent to the Board as an emergency situation since if replacements were not done there was a possibility the systems could shut down.

A motion was made by Mr. Bauernfeind to approve \$11,535 funding from the Replacement Reserve for the work done by Condee on the cooling tower and pump. The motion was seconded by Mr. Short and passed unanimously.

- e) The first phase of Landscaping at Florencia has begun which includes landscape enhancements. The cost was approximately \$7200 in a budget of \$25,000, leaving a remaining balance of \$17,800. An RFP (Request for Proposal) was sent out for Phase 2 of landscape work and the cost came in at approximately \$7000. Ms. Haars requested approval for Phase 2, \$7000 work as well as the remaining \$10,000 budgeted for the upcoming Phase 3 work. Replacements will not be installed until we start to get some rain. Phase 2 and 3 work consists of front fountain additional work as well as plant material installation of the area where the front hedge was removed.

A motion was made by Mr. Short to approve \$17,000 funding from the Operating Fund to begin the phase two (2) and three (3) of the landscape work proposed by Greenscapes Landscaping. The motion was seconded by Mr. Bauernfeind and passed unanimously.

- f) Ms. Haars requested approval for approximately \$4527 in tree additions leaving a balance of \$1000 in the tree budget. These trees will not be installed until we get some rain. These new additions will include two (2) Coconut Palms, two (2) Pygmy Date Palms, and one (1) Floss Silk Tree.

A motion was made by Mr. Short to approve \$4527 funding from the Operating Fund for the tree additions. The motion was seconded by Mr. Fisher and passed unanimously.

- g) It was discovered that the annual flowers which continue to die early is due to high chlorides found in the water used for irrigation. Several years ago the switch was made from Bonita Springs water to Bayside Development pond water for cost savings. The cost was \$23,626 and was taken out of the Reserves in 2012 to make the switch.
- h) The June Board meeting will be held as planned. A decision will be made as to whether or not to hold July and/or August Board meetings as the summer progresses.

VII. AGENDA ITEMS FOR FUTURE BOARD MEETINGS – A list of items was presented to the Board for review.

IX. ALTAIRA /DECORATING UPDATE – Florencia office staff and Board Members were invited to take a tour of Altaira. Mr. Short gave a brief report based on observations made as well as thoughts on exploring new ideas Florencia aims to accomplish. While touring Altaira a discussion arose regarding their social room flooring. It was recommended by the developer Dwight Thomas, V.P. of Lennar/WCI, that in a room such as a social room carpet be used versus tile/planks. This is due to the use and noise factor.

X. BOARD MEETING DATE – Wednesday, June 21, 2017 at 9:00AM

XII. LANDSCAPE IMPROVEMENTS WALK OF BUILDING – Ms. Haars, Ms. Kennedy and the attending Board Members walked the building grounds to make recommendations for improvements and review of the ongoing landscape projects. Due to the exposure by the sun, the pool deck chairs, lounges, and umbrellas are starting to fade. The board discussed option to replace the entire chair or repair the slings. Discussions were held on color options.

A motion was made by Mr. Short to approve up to \$4000 funding from the Operating Fund for replacement of the slings on the chairs and lounges as part of a two (2) step phase project. The motion was seconded by Mr. Lamb and passed unanimously.

XIII. ADJOURNMENT

Mr. Lamb made a motion to adjourn at 11:00a.m. The motion was seconded by Mr. Short and passed unanimously.

Respectfully submitted,

Darrell Cates, Secretary