

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

**April 19, 2017**

**Approved**

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**BOARD MEMBERS IN ATTENDANCE**

Jim Lamb	President
George Bauernfeind	Treasurer
Darrell Cates	Secretary
Wayne Fisher	Director

**BOARD MEMBERS NOT IN ATTENDANCE**

Harry Short	Vice President
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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. Fisher to approve the March 15, 2017 Board Meeting Minutes. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

**V. TREASURER'S REPORT**

- a) **Financials** – Mr. Bauernfeind reported that revenues for the first (3) months of the year January through March are on plan. Net Income is \$54,000. All assessments are current. No major surprises at this time. Operating Expenses are below plan. The major categories driving the lower expenses are insurance, utilities, payroll and landscaping.

**December 31, 2016 Annual Audit Results** – Mr. Bauernfeind reported that Stroemer & Company, a local CPA firm conducted the Audit and the results were received by the Florencia office March 31, 2017. The Draft report was received and endorsed.

*A motion was made by Mr. Fisher to approve the March 2017 financial reports. The motion was seconded by Mr. Cates and passed unanimously.*

**VI. CRC UPDATE**

Mr. Prapak gave a brief CRC update. For additional information and a copy of the CRC minutes, please visit [www.pelicanlanding.org](http://www.pelicanlanding.org).

- VII. ANNUAL INSURANCE REVIEW-** Insurance Program- Mr. Fisher reported on the 2017-2018 renewal on the Insurance Program for the Florencia and reported that the insurance premiums will be decreasing approximately \$55K from \$220K to \$165K. As a responsibility

to the home owners, it was initially thought that, in the best interest of the community, different brokers should be investigated. After research and interviewing three (3) companies, two (2) companies were asked to submit proposals. Both companies submitted comparable bids each with a significant decrease in premiums.

In addition to the insurance quotes, Brown & Brown Insurance has also presented an option to handle our HR and payroll services. Due to these involving personnel, the discussion about this continued into executive session.

Lengthy insurance discussion continued around renewal terms and the windstorm deductible. This included two (2) related elements; the % deductible and whether the deductible is on an annual, aggregate basis or a per occurrence basis. Currently, we have a 3% annual deductible. For the same premium we could have a 2% per year calendar year deductible. This decision would place Florencia in a good position and coverage compared to other Colony high rises.

## **VIII. MANAGER'S REPORT**

### **A. UPDATES**

- a) Hotwire installations have been continuing. No major problems have occurred. All residents are being advised to be present for installation.
- b) All assessments are current and paid.
- c) The combined Rules and Regulations will be provided to the Board at a future Board meeting.
- d) Ms. Haars presented an updated Florencia Reserve Funds Investment Ladder to the Board.

### **B. OLD BUSINESS**

- a) Vehicle Slow Trickle Charger – As a result of increasing inquiries concerning vehicle trickle charge and also “plug-in electric vehicle” charges Ms. Haars was to determine and facilitate the immediate needs of the Owners by means of alternative options. There was a lengthy discussion on the demand, installation and cost. Most condominiums do not charge for a trickle charge. Owners who request this are responsible for the cost of installation of the conduit on a post; however this could then be shared by others. Outdoor charging stations for “plug-in electric” vehicles continue to be explored and can be paid for by a credit card. Research to be continued.

### **C. NEW BUSINESS**

- a) Ms. Haars presented some future projects to the Board that will be revisited at a later time.
- b) We have spoken previously about sewer line cleanup. Recently a resident lost a “snake” down a line by trying to clear it himself. Repairs were made and did cost the resident a substantial amount.
- c) Sewer/Drain Line Maintenance –A proposal has been presented by Blueworks to clean the sewer/drain lines throughout the building. This is preventative maintenance for the sewer/drain lines and is recommended to be done every five (5) years on an ongoing basis. The Board considered this matter a major priority in 2017.

*A motion was made by Mr. Fisher to approve up to \$50,000 funding from the Operating Fund 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. Bauernfeind and passed unanimously.*

- d) Service Hall Painting – The service hallways have never been painted since the building opened. The Reserve Study has \$56,000 allocated for 2019. Ms. Haars received proposals to include just the walls and door frames. Cost would be approximately \$30,000 - \$35,000. Ms. Haars recommended MCG. This company has previously done work in Florencia.

*A motion was made by Mr. Fisher to approve up to \$35,000 funding from the Replacement Reserve to paint the service hallways with the proposal from MCG. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

- e) Landscape Project – Ms. Haars presented the RFP for the phase one (1) landscape work to be done throughout the property. Quotes were received and Ms. Haars recommended Greenscape Landscaping for this work at a cost of approximately \$7,100.

Ms. Haars provide a summary from the recent walk on April 11, 2017 taken with our landscape architect, Jack Lieber, along with a drawing of recommended plantings to be installed between Florencia and Altaira. This summary and tree recommendations would be phase two (2) of summer landscape work.

*A motion was made by Mr. Fisher to approve \$7,100 funding from the Operating Fund to begin the phase one (1) of the landscape work proposed by Greenscapes Landscaping. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

**IX. BOARD MEETING DATE – Wednesday, May 17, 2017 at 9:00AM**

**X. EXECUTIVE SESSION**

Mr. Lamb announced that the Board would be moving into executive session to discuss personnel matters.

**XI. BOARD RETURNED TO REGULAR SESSION**

*A motion was made by Mr. Fisher to change Florencia Insurance broker from Wells Fargo Insurance Services to Brown and Brown Insurance. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

*A motion was made by Mr. Cates to adopt and incorporate into the Florencia Employee handbook the recommended proposal by Ms. Haars to revise allotted vacation times for full time employees. The motion was seconded by Mr. Fisher and passed unanimously.*

**XII. ADJOURNMENT**

*Mr. Lamb made a motion to adjourn at 11:10a.m. The motion was seconded by Mr. Bauernfeind and passed unanimously.*

Respectfully submitted,

Darrell Cates, Secretary