

Carrington at Stonebridge Condominium Association, Inc.

Draft Board of Directors Meeting Minutes

The Board of Directors meeting of the Carrington at Stonebridge Condominium Association, Inc. was held on September 30, 2021 via Virtual Meeting/ Conference Call.

Directors present via Zoom Virtual:

- Jake Broncato
- Mike Weigensberg
- Jim Penterman
- Cathy Allen
- Keith Brown

Also present via Zoom Virtual:

- Michaela Neumann from Vesta Property Services.

1.– 3. Call to order, determination of quorum, and proof of due notice:

The meeting was called to order by President Jake Broncato at 10:00 a.m. Central time

It was determined that a quorum was present and proof of due notice was accepted

4. Approval of Minutes:

A motion made by Keith Brown to accept August 26th meeting minutes and study session minutes September 20th, with the following changes Any corrections Jake was absent. Section 4 new business item B currently 3% was seconded by Jim Penterman and approved by all. Mike and Keith

5. Unit Owner Comments:

No comments

6. Board reports:

a. Treasurer's Report: Keith Brown provided the report:

- August Financials look good
- Items that stand out are application fees and background fees which shows a lot of activities
- Maintenance is down from budget

- Emergency safety is over, repairs were not included in the 2021 budget
- Additional Landscape replacement will take place which money is in the budget
- Contingency has not been used as of yet
- All owners are current with their Assessments

A motion was made by Jim Penterman to approve Treasures reports, seconded by Jake Broncato and approved by all.

b. Landscape Report: Ernie Taylor provided overview:

- All of Carrington Ct have been completed
- Next project is buildings on Harmony Lane, wait until Jake Broncato and Ernie Tylor will return to review, middle of October, and meet with Jesus to go over the projects. Last 2 buildings will have to be carefully looked at due to the flooding issue in the back of the buildings.
- Good feedback from owners have been received.
- Annuals should be installed mid. October and some entrance enhancements are looked at.
- Some areas on Carrington Ct. show wash outs by the down spouts which might require install of piping underground like some other buildings have currently in place.

c. Building and Carport Report: Michael Neumann provided overview:

- Northern Contracting to come out to do all repairs as needed. Not to exceed amount based on 2020 repair cost.
- Down spouts paint, Carport power washing to remove stains and corner bead bleeds were completed. Some additional areas were found that need to be repaired.
- Power washing of walk ways, back lanai concrete slabs, carport gutters and roofs, curbs and street gutters

d. Ombudsman Report: Cathy Allen provided overview:

- Jake Broncato was contacted by the owner from 2350 -203 Carrington Ct. with the request to add new fountain by the t-box on hole #14. Cathy Allen to reach out to the owner and assist the owner to place the request with the Golf Course. This would calm the noise down from Airport pulling road. Cathy suggested to add a small water feature placed on their lanai.

e. Lease & Sales Report: Mike Weigensberg provided overview:

- Unfortunately due to demand to housing increase leasing requirements are found. This caused that such units showed to many tenants listed on units. Board was getting questioned about the required documents by the rental agent. Lease agreement needs to be provided so the owner is protected.

f. Socials Affairs report: Jake Broncato provided overview

- Survey done to find out what other neighborhoods are planning to do.

- g. **Pool Report:** Mike Weigensberg provided overview:
 - The Permit is with Aloha Pools, good for 1 year if Aloha was doing the work, which he declined the project since he has not availability to do the work. New Permit has to be applied for and the format from Aloha can be used to get same approval. Existing pool renovation done only, estimated cost \$90K-100K due to increase of labor and material due to COVID.
 - Establish a pool committee to assist Mike Weigensberg with the project.

- h. **Presidents Report:** Jake Broncato provided overview
 - Add to new items under new business:
 - 1. New presidents group
 - 2. Stonebridge is looking for nominations from Carrington to join their Master Board.
 - 3. November board meeting was scheduled for the 25th which is Thanksgiving, suggested new date November 22nd and get September financials provided by September 11th.
 - Michaela to develop a calendar for Annual, Budget and Board meetings for 2022.

- i. **Website Report:** Jim Penterman provided overview:
 - Carrington website has changes which requires owners to set up a new passwords, as well as board member access.

7. **Manager's Report**

- a. Sealcoating update: one more section to be completed by October 6th. Some areas need touch ups and final inspection will be done after the work has been completed.
- a. All gutters on Carrington Ct have been completed, this week back splashes have been installed. Final inspection to be done.
- b. Powers washing quote of \$7,900 for walkways, carport parking area, gutters and roofs, back lanai concrete slab, street gutters and curbs quote of \$7,900. Cathy Allen requested to have wording added not to walk onto the carports during the cleaning.
- c. Michaela to check with Ken Casey for availability to supervise projects for Carrington.

A motion was made by Keith Brown to approve estimate for power washing by Michael's cleaning , seconded by Cathy Allen Penterman and approved by all.

A motion was made by Jim Penterman to approve Board reports and Managers Report, seconded by Jake Broncato and approved by all.

Keith provided update on the discussions from the President's group for the Condo associations in Stonebridge which got together to look at Reserves and review of statute and rules, Document updates, Fire safety systems review and other items.

8. New Business

a. Additional fountain request:

- this was covered with the Ombudsman Report.

b. Priority Project report: Jay McGuire and Jim Penterman provided overview:

- Identify projects and its priority to get completed. New projects can be added to the list and added to the budget as needed over time.
- High listed Projects were rodent control, flooding control by 2 buildings on Harmony Lane and Fire system upgrade.
- Due diligence on building inspections and railings as a safety issue.
- Due to delays on material and increase cost Pool renovation is not listed as a high priority.
- Water heaters, keys for units are being monitored and every year inspected. Gathering areas and storage units added as would like to see.
- 1-3 items list to be looked at budgeted for in 2022.
- Suggested Engineering evaluation to be done, identify items such as structure, electric and plumbing concerns.
- A process needs to be establish.
- Keith Brown will get with the presidents group to see what was done for other communities and cost associated.

c. Additional Assessment Insurance for homeowners: Mike Weigensberg provided overview:

- Homeowners liability insurance should carry a minimum Hurricane insurance of \$3000 for Hurricane damage coverage. Owners can purchase more coverage which would be recommended. This would not fall under a loss claim. If Stonebridge or Carrington would have a special assessment for hurricane damages, this coverage can than be used. This should be communicated to all owners.

d. Railing Replacement Program:

- Keith provided overview of what was done in the past such as secure the railings, top railing replacement and railing caps. Have areas inspected by Ken Casey to identify cosmetic repair.

9. Unit owner comment:

No comments

Next Board meeting scheduled for October 28th, 10 am Eastern Time

10. Adjournment.

There being no further business to discuss, the meeting was adjourned at 12:36 a.m.

Respectfully submitted by,

Michaela Neumann.
Property Manager, CAM