

LAKE PLACE CONDOMINIUM, INC – BOARD OF DIRECTORS MEETING MINUTES

DATE: Wednesday, September 13, 2023 Time: 6:30 P.M

Location: Town 'n country Public Library 7606 Paula Drive Suite 120, Tampa Florida 33615

Minutes of meeting provided by Luis

- A. CERTIFY QUORUM – CALL TO ORDER: A board quorum was established with all board members present. The meeting was held in person with a majority of homeowners/residents present via Zoom meeting software. Director of Training, Keith Phillips was present along with Property Manager Quan Vo. The meeting was called to order at 6:30 P.M with a Zoom meeting option afforded to residents unable to show up in person.
- B. PROOF OF NOTICE: It was confirmed that the notice was posted on the community board and community email within the required timeframe.
- C. APPROVAL OF BOARD MEETING MINUTES: Previous board meeting minutes were approved by the board.
- D. PRESIDENT’S REPORT: The association continues to primarily focus on unit repairs and maintenance following recently encountered weather conditions. Two units reported water intrusion with repairs approved by the board along with a repair to a joint exterior wall in Lake Place 1. Lake Place 1 is looking good in its condition in comparison to earlier this year. The board plans to direct their attention towards requests made in Lake Place 2. Bids for pressure washing the community have been reviewed with further information requested to make a final decision. The board voted to consider a budget of \$10,000 max (Exempt Fences and Pool area) to have pressure washing services rendered. Three quotes reviewed thus far with no final decision made as of this date.
- E. TREASURES REPORT: Cynthia/Keith provided a synopsis of the financials from the month of September. Phase one and two reserves continue to go up as expected, things look to be in good shape. A balance sheet was distributed to board members displaying current operating costs and delinquent accounts. A budget meeting will be held at a future date.

F. **MANAGERS REPORT:** Quan provided a summary of the managers' report. Current contracts and new bids being reviewed as pre-existing contracts expire or renew. Yellow colored bollards at front entrance of community have been replaced. Naturezone sales rep was informed of recent complaints made by residents who have made mention to poor quality and lack of services provided by technicians. The representative advised he will be present for the next meeting. The contract is due to expire on 9/1/2023 with the last visit documented on 8/16/2023. Ted Williams will provide estimate on the trimming of tree roots determined to be an issue in the future. Violation notices were sent out for recent violations observed. A budget meeting appointment was set with a future date of 10/10/2023, via, Zoom.

G. **OLD/NEW BUSINESS:**

1. Community board located next to the mailboxes is significantly weathered and expected to be replaced in the future. Options are being reviewed, however, the association plans to keep the replacement on stand-by pending a review of finances.
2. Resident verification forms have been created and approved by the board for future distribution. An explanation was provided detailing the purpose of the request. The association hopes to establish an updated list of occupants and contact information for emergency purposes as well as to ensure the safety and accountability of the community.

H. **OPEN FORUM:**

1. A guest representing Riptide pressure washing was present and provided a bid for pressure washing services to resident driveways. See bulletin board for further details.
2. Some residents are concerned about tree roots growing near or into sewage pipes. Matter already addressed.
3. Parking violations mentioned by resident. Quan reminded residents that any complaint should be addressed to his email with images preferred verifying the occurrence.
4. Exterior paint applied to newly repaired units have a different hue from the original beige color. This is to be expected with newly applied paint, however, the issue will be remedied in the future once the community receives a new paint job.
5. Road resurfacing will be addressed once a budget meeting is completed.
6. Fire extinguisher seem to be expired and due for a replacement. Quan will look into making the request.

I. **MEETING ADJOURNMENT:** Meeting was adjourned at 7:26 P.M.

Next meeting date: October 25th, 2023 with Zoom meeting option available.
Location: Town and Country Regional Public Library – 7606 Paula Dr. #120, Tampa, FL 33615.