

LAKE PLACE CONDOMINIUM, INC – BOARD OF DIRECTORS MEETING MINUTES

DATE: Wednesday, January 17, 2024. Time: 6:30 P.M

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

Minutes of meeting provided by Mickey McCommons

- A. CERTIFY QUORUM – CALL TO ORDER: A board quorum was established with all board members present. The meeting was held in person with a mix of homeowners/residents present via Zoom meeting software and in person. Property Manager Quan Vo was present. The meeting was called to order at 6:34 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 for monthly meeting was emailed to homeowners and posted on bulletin board and website within the required timeframe.
- C. APPROVAL OF BOARD MEETING MINUTES: Previous board meeting minutes were approved by the board.
- D. PRESIDENT’S REPORT:
 - 1) Kimberly asked for more information on unit going to Lien in LP1 before the Board approves. Quan researching.
 - 2) We thanked those who turned in proxies so far. However, we still need 10 more from LP1 and 5 from LP2. We have until February. Board members will visit units to get signatures.
 - 3) Visitor Parking. We are seeing renters who are allowing visitors to park in grass. Kimberly clarified the locations for visitors to park by the pool when they do not have space in the unit they are visiting. This is important, as having cars park on the curb/grass causes problems if emergency vehicles need to come through and need a clear road to drive through. Also, irrigation can be damaged.
 - 4) Several areas in community were not maintained optimally. We are pleased with Bay Area work. We have begun work on the first eight units in LP2 on balcony cleaning. A reminder that balcony repairs are not paid by Board for LP2 units. They will be supplied a quote from vendor and must pay themselves after submitting an ARC request.
 - 5) Bollard which was recently replaced has been damaged again. We are looking how to replace it with cement to more securely hold it in place. Current damaged bollard was removed while replacement decision is finalized.
 - 6) Shed by mailboxes includes boxes of records as there is no longer offsite storage. Kimberly and Mickey will be going through it to clean it up as you currently cannot walk in it due to the mess. Also, shed is not in good shape and will be reviewed to ensure it is still safe to use.

- 7) We are still working on reserves and allocations so we know what money we have and what money is stagnant.
- 8) Homeowner Bob said he is working on his sliding glass door water intrusion. ARC request will be needed for this work.

E. TREASURERS REPORT:

- 1) Analysis of funds and how it's allocated to be done by Cori. Some of the funding categories may not make the most of sense and will be reviewed. Also to confirm that funds are applied to the correct categories.
- 2) Question was raised if we have budget for replacing bulletin board. Cori says we have General Maintenance available which can cover it until we get our reserves in order.
- 3) Cori questioned why a check bounced from estoppel fee for homeowner moving out. There needs to be a process to keep this from happening. She will follow up with Estoppel group to get more details.
- 4) In May the bank changed our interest rate. This is great but why wasn't this done before. Cori asked Quan to confirm that for all properties and see if the bank owes us money because of this. We need Ameritech to follow up with the bank to make us whole during the months they did not pay us the correct 3% rate. If that goes back since we've been banking with them, that will add up.

F. MANAGERS REPORT:

- 1) Financials supplied to Board. Balances of Master and both phases supplied.
- 2) Collections current status announced. Cori to confirm completeness of collections numbers. There is a need to be more specific and thorough with tracking assessment fees. Quan and Cori to confirm.
- 3) Cori asked more details on how delinquency and attorney notices are tracked. There's a discrepancy in the attorney fees (the # of delinquencies vs what they charge). We would like to know what services are provided given what we paid this year and the attorney should provide a status. We would also like to understand that process and the service provided that warrants a charge of \$4 per instance/per month, especially when the month of Oct they charged us for 22 instances, and in Dec they charged the Master for 9, but on his managers report my count for both properties is 7. For attorney's fees – we would all like to know what services are provided given what we've paid this year, and the attorney should provide a status.
- 4) Pristine Ponds stated that recommended plants are all that we really need to help with erosion. Kimberly felt that other projects have higher priority, and this matter will be tabled. Also holding off on gutters for the time being.

- 5) Quan to confirm the status of maintenance being done on the fire extinguishers and when they expire. Cori confirmed we last paid the vendor in June 2023. This means the next annual inspection needs to be in June 2024.

G. OLD/NEW BUSINESS:

- 1) We received estimates on gutters. We don't have a line item for gutters in the budget. Because of this we need to decide on what gutters need fixing and what need replaced. Right now we will only proceed with just cleaning until funds to repair/replace are determined. This matter will be tabled.
- 2) We are still looking at budget to ensure we can handle water intrusion. Currently we have water intrusion at 6921 Lake Place Ct. We have an estimate. Kimberly raised a motion to approve repairs. Board passed motion.
- 3) Emergency contact forms are still needed to be completed and returned by a large number of units. We need to ensure we have an up-to-date contact list so we can notify people with any emergency or time sensitive situation. Kimberly will be asking homeowners to volunteer to go door to door to deliver the contact forms.
- 4) Priority is tree trimming and removal of trees once funding is confirmed. We have two estimates for this work. We need to get more details on costs of stump grinding and are working on exactly what needs removed. First priority will be on LP1 as they are the oldest.
- 5) As discussed before, Bulletin Board needs replaced. We want it to be something interactive so homeowners can pick up items and put in items. Estimate is \$800. It is aluminum and spray painted to keep from getting hot. Website is also being revamped to be much more useful to homeowners.
- 6) A whole section of fence in LP1 was knocked down. Handyman was able to replace next day.

H) OPEN FORUM:

- 1) Homeowner asked our policy on mosquito control and that the county has a program for fish they can supply to help with mosquitos. Kimberly will look into this.
- 2) Homeowner said landscaping crew has been over-spraying insecticide around trees and other areas, so they don't need to cut weeds causing big areas with no grass. Kimberly stated this same issue has been addressed already with vendor and she will continue to work with them to see the status.
- 3) Homeowner questioned about the spraying the lilies in the lake. They asked if we still paying to spray regularly when it really isn't needed at the moment or move to just coming out every few months. Kimberly stated that they are highly invasive, and

lilies keep growing so we do want to keep the lily population in control. She said she will confirm the frequency of servicing.

- 4) Question about wood needing replaced. They stated wood is rotting out in front of house. They asked is there a list to report any issues of this. Kimberly confirmed there is a list and people should let Board know if something needs to be added.
- 5) Homeowner confirmed question that there is an exception for pets weight policy if it is a service pet.
- 6) Concern brought up about holiday decorations in yards and placing lights on awnings. Kimberly said if they are damaging property then the Board should address it. If not, we should not be policing people on this type of thing.
- 7) Cori asked what the procedures were if there is a unit sale. Do they have to notify Board if they are selling. Quan confirmed we only need to be noticed if it is sold.

I) MEETING ADJOURNMENT: Meeting was adjourned at 8:02 P.M.

Next meeting date: February 21, 2024, with Zoom meeting option available. Location: Town and Country Regional Public Library – 7606 Paula Dr. #120, Tampa, FL 33615.