

 THE
HAMPTONS
C O N D O M I N I U M

Second Quarter Meeting Minutes for November 2, 2018

Board Members present:

- Ben Brown – President
- Bruno Pittini – Vice President
- Eli Caraballo-Tirado - Treasurer
- Balan Nair - Director

Absent:

- James McPeak – Secretary

Condo owners present:

- Sign in sheet on file in the COA Office

Staff present:

- Tonia Bascom

Others present:

John Nunes – Bay Area DKI

Billy Martin – Comegys Insurance

The meeting was called to order at 6:35pm by B. Brown. Brown asked if we had reached a quorum of the Proxies. Bascom confirmed that a quorum had been reached.

Brown called the Proof of Meeting Notice.

The 2019 Board was seated and established their positions:

- Ben Brown – President
- Bruno Pittini - Vice President
- Eli Caraballo-Tirado - Treasurer
- Charlie Commons - Secretary
- Balan Nair – Director

Reports of Officers – None were given.

New Business –

Bay Area DKI – John Nunes gave a final report on building 8; sharing that the building is completed and that it has been turned over to the association. Nunes asked if there were any questions, but none were asked.

2019 Budget & Association Dues – Brown shared that he had reviewed the proposed budget for 2019. He shared that there are some cost that will always be there such as Attorney Fees, Gates, Insurance, Payroll and Tree Work. The Board reviewed the 2019 Budget and voted to pass the budget with no change to the monthly assessments.

- One Bedroom \$182.70
- Two Bedroom \$250.29
- Three Bedroom \$327.75

Vote to Fund or Wave Reserve – Proxy count as follows:

1. Should any common surplus (excess of Association Revenue over Association expenses) from this year be applied to next year's budget for Revenue Rule 70-604 purpose?

#1. Passed **Votes: 149 Yes** **2 No**

2. Should reserves required by section 718.112(2)(f), Florida Statutes, be waived for the next fiscal year? **The Board recommends a no vote on waving the reserves.**

#2 Passed **Votes: 13 Yes** **138 No**

Based on the votes, the Board will fund the reserves.

Insurance Update – Billy Martin – Stated that he has notified our insurance provider and that building 8 has been completed. The builders risk policy has also been canceled and the building has been included back into our insurance policy.

Martin stated that once the association has completed the replacement of the six roofs, that the insurance provider would reevaluate our deductible. The question was asked, what is the possibility of an increase in premium next year? B. Martin stated that with the Association replacing all of the roofs that we should be fine.

Website Compliance Update – Brown asked Bascom for an update on the website compliance. Bascom shared that the association has moved from QuickBooks to AppFolio for all accounting purposes. Bascom stated that AppFolio is up and running and that she has tested the site. She was able to make her October COA payment by e-check through AppFolio. Since making her payment, 10 owners have been sent the link to join AppFolio. Bascom shared that by December 31, 2018, all owners would have been sent the link to access AppFolio. All Owners will need to grant permission for The Hamptons at Brandon Condominium Association to contact them electronically. Once permission is granted, each owner will need to add The Hamptons at Brandon to their safe list.

Bascom stated that owners who choose to make their payment via e-check through AppFolio will not be charged, as this service is free. However, owners who choose to make their payment via credit card through AppFolio will be charged 2.9% in addition to their payment.

Roof Replacement & Funding – Brown shared that the COA has replaced the roofs on buildings 2, 14 & 23. B. Martin stated that the association was informed by its insurance carrier that that it must update and repair the condominiums building roofs in order to maintain insurance.

The Board voted five (5) to zero (0) to levy a “**Special Assessment**” to fund the repayment of the loan to Regions Bank for the replacement of all roofs.

The Association aims to structure the special assessment as payable over an extended period. This will limit the financial impact to the unit owners. The Board of Directors levies a special assessment against all units in the Hamptons at Brandon Condominium in the amount of \$582,000.00 and payable over 60 months as follows:

Total Assessment per Unit	Total	Monthly
Unit A	\$2,054.46	\$34.24
Unit B	\$2,816.88	\$46.95
Unit C	\$3,684.06	\$61.40

For unit owners who desire to pay the special assessment in full to avoid the costs of paying for interest on the loan, the special assessment shall be payable as follows:

Total Assessment per Unit	Total
Unit A	\$1,765.00
Unit B	\$2,419.90
Unit C	\$3,164.87

The special assessment shall be due beginning on December 1, 2018. For any unit owner who does not pay the special assessment in full by December 10, 2018, they will automatically be placed into the 60-month installment payment option. The sale of a unit shall require the satisfaction of the entire remaining outstanding balance of the special assessment in full by the unit owner and the Association shall issue an estoppel that lists the outstanding balance of the special assessment as a charge due to the Association by the unit owner.

Road Resurfacing / Paving - Brown shared that Bascom has been in contact with the paving company. The paving company’s goal is to begin paving after the first of the year within the first quarter. Both owners and tenants will be notified once the dates have been set.

Proposed Amendments to the Declaration of Condominium -

1. Are you in favor of the proposed Amendment to the Declaration of Condominium, Article XII, Section A that adds a process for the Association to require unit owners to obtain insurance for their unit?

#1. Passed Votes: 133 Yes 15 No

2. Are you in favor of the proposed Amendment to the Declaration of Condominium, article XV, Section P that requires coordination moving in and out with the Association?

#2. Passed

Votes: 137 Yes

10 No

Staff Recognitions – Brown shared that the staff has worked hard all year and should be recognized for their work. The board voted to provide a gift card to each staff member.

Open Forum –

- B. Nair asked if the paving is included in the Special Assessment. Brown stated that it is not. Brown explained that we had already paid the deposit on the paving and that the balance of the paving remains in the reserve account. The Special Assessment is strictly for the replacement the roofs.
- B. Nair asked if there are any additional large ticket items that we will need to do a Special Assessment for? Brown explained as far as a special assessment, there are none at this time. He shared that we are changing out the external meter bank at each building. Bascom explained that we budget to change out one external meter bank per year. B. Pittini asked if we could schedule more. To date, the external meter banks have been changed for buildings 15, 17 and 20. Bascom shared that the external meter bank for building 2 is scheduled to be changed out this year. Bascom explained that the reason for the change is because the current external meter banks are obsolete and that parts are no longer available.
- B, Nair asked when the roofing replacements would begin. Bascom shared that Urethane Roofing's goal is to begin after Thanksgiving.
- M. Ramos asked about pressure washing the sidewalk between buildings 11 & 12. Bascom shared that pressure washing is done twice a year and that the next round of pressure washing would begin after the first of the year.
- Bascom shared that the guys are currently painting the handrails and guardrails. They are also replacing the base of any handrails as needed.

Adjourned – The meeting adjourned at 7:50pm.