



3rd Quarter Meeting Minutes for Friday, September 15, 2017

The meeting was called to order at 6:36pm, by B. Brown

Board Members present:

- Ben Brown – President – via phone
- Bruno Pittini – Vice President
- James McPeak – Secretary
- Charlie Commons - Director

Absent:

- Eli Caraballo– Treasurer

Condo owners present:

- Sign in sheet on file in the COA Office

Staff present:

- Tonia Bascom

Minutes of the Emergency Meeting were read by James McPeak and approved.

The Treasurer Report was given by Ramona Anderson. Ramona reviewed the Balance Sheet & Profit & and Lost Statement, she asked if anyone had questions. None were asked.

Unfinished Business:

Paving – Bascom shared that the Association’s Insurance Company requested that the paving be postponed until the rebuild of building eight (8) is completed, due to the heavy equipment that will be needed. Parking Lot Services is aware of the fire and will be ready to move forward once building eight (8) is completed.

Tree Removal at Building nine (9) – Bascom shared that Parking Lot Services will be doing the repairs to the road way, at the completion of building eight (8).

Second floor banister replacement and repair – Bascom shared that the maintenance staff is working to paint all second-floor banisters. She shared that some of the banister are in need of repair and/or need to be replaced. Residents are given a notice a week in advance to clear the balcony so that the maintenance staff can have access. Once the balcony work is completed the residents are asked not to put any items such as plants or planter pots on the balcony ledge as doing so can cause damage to the wood.

New Business:

2016 Audit – Brown shared that the audit has not been completed. He shared, that after months of working with company that one of the Auditor’s resigned and that our audit was assigned to another Auditor. The new Auditor had concerns with how items were recorded by Affordable Bookkeeping. He was clear that there was no misappropriation of funds it was strictly how the items were recorded.

Ben stated that although the Auditor was halfway through with the audit, that there was some back and forth with he and Affordable Bookkeeping, during this process, the auditor chose to recuse himself.

Brown shared that the Auditor’s handling of the audit was reported to The Department of Business and Professional Regulations. He stated, that The Department of Business and Professional Regulation said that it would be up to the board to forgo the 2016 audit; but it was not recommended.

Bascom shared that The Hamptons at Brandon Condominiums Association has now contracted with Raulerson, Catillo, Westlake CPA Consultants to complete the 2016. She shared that the financials have been turned over to them and that their goal is to have the 2016 Audit completed by the first week of October.

Brown stated that he is very thankful for the work that had been done by Affordable Bookkeeping; but decided that it was in the Association best interest to replace them. Therefore, The Hamptons at Brandon Condominium Association has retained the services of Ramona Anderson. Anderson will handle the services that were previously provided by Affordable Bookkeeping.

Bay Area DKI update on building 8 – John Nunez was present at the meeting and gave an update, sharing that all of the personal items have been removed from the building and that the demo has been completed. Now they are working on the structural. He shared that an inspection was done by the engineers and the association’s insurance provider. It has been determined that due to the inclement weather, that additional demolition is needed. Nunez, shared that the plumbing and electrical would be replaced from the ground up to the current code.

Brown suggested that now is a good time for the owners of building 8 to consider adding the connections for the washer/dryer. Nunez, shared that if it is added it must be done correctly; he shared that adding the washer to the tub drain is not correct and does not meet code.

M. Surujbali asked about the mold damage. J. Nunez shared the drywall will be removed. Surujbali asked who is responsible for replacing the hot water heater. Nunez shared that it’s the owner’s responsibility.

J. McPeak asked what is the price for the build out. Nunez said \$25,000 to \$30,000.

Back Laundry Room – Bascom shared that the plumbing system for the back-laundry room had failed. Due to the, water lines being in the ceiling, that the ceiling collapsed causing extensive water damage to the ceiling and the supporting wall. Because of the mold damage the walls had to be replaced. Alvarez Plumbing was contracted to replace the plumbing system for the washers.

After a few months of being out of service the back-laundry room is schedule to reopen once the machines are inspected by CSC.

Lift Station – Bascom shared that the motor at the lift station had to be replaced. After four emergency calls in a week, that we had no choice. Bascom stated that Star Environmental shared that on one visit that 17 bags of trash was removed from the lift station. The trash included items such as condoms, female items, baby wipes, grease, children toys, etc. Star Environmental stated that these items should never be put down the drain lines. Bascom, stated that this information is shared ongoing with all residents through memo and the community newsletters. Therefore, she is asking that all owners speak with their residents about what items they should not put down the drain line.

Proposal for Roofing – Brown shared that we have received two updated proposal for roofing, He shared that while we don't want to have a special assessment. That the Association is looking at obtaining a loan or a line of credit to cover the coast of the roofs, painting and some other much needed repairs.

He shared that our current banker, has suggested that we apply for a credit card, to help us build credit; because we currently pay our bills in full each month.

After discussion, the Board voted 4 to 1 to move forward with applying for a bank credit card that would be used to assist the association with building credit but it would be paid in full when used.

Open Forum – Brown shared that The Hamptons at Brandon dodge the brunt of Hurricane Irma. He said while we had some minor damages, such as tree branches down, shutters, and fences there was nothing major.

Brown said that he “encourages every owner to take the responsibility of insuring their property seriously”. He also said that every owner should require that their tenant(s) have rental insurance.

The meeting was adjourned at 8:52pm.