



Second Quarter Meeting Minutes for September 23, 2016

The meeting was called to order at 6:40pm.

Board Members present:

- Ben Brown – President
- Bruno Pittini – Vice President

Condo owners present:

- Sign in sheet on file in the COA Office

Staff present:

- Tonia Bascom

Minutes from the 1st Quarter Meeting were read by B. Brown and approved as read by B. Pittini.

Treasurer's Report – B. Brown asked Sherrie Slom to review the Profit & Loss Statement as there was discussion centered around it. Brown shared that as a result of the housing market's collapse, the association lost \$750,000 to 1 million dollars. While we are finally starting to recover, it will take time.

Old Business:

Board Openings – Ben shared that three owners had submitted a Letter of Interest to join the board.

- Balan Nair
- Eli Caraballo
- Sherrie Slom

Annual Fire Inspection – Annual Fire Inspection for Fire Extinguishers, Fire Alarm Panels & Hydrants – Completed.

Haskell Termite Pest Control – Completed. Brown shared that the total cost for tenting totaled \$61,002 and that Haskell Termite and Pest Control worked out a payment plan which would give the association up to one year to pay cost of tenting in full.

Power Electric Lighting:

- ✓ A new bank of power meters at building 17 were installed at a cost of \$7,579.
- ✓ Power Electric also added additional lighting in areas that were previously identified at a cost of \$5,970.

2016 Insurance Renewal – Completed. Brown shared the insurance was renewed in May 2016 at a savings of \$10,000 with the same coverage. He also shared that the association updated its insurance coverage 2015.

Valley Crest Landscape – Presented their new 3-Year Tree Care Service Plans for 2017 through 2019. Bascom shared that ValleyCrest Landscape has been acquired by new investors who purchased the top two Landscaping companies and has changed its name to Bright View Landscaping. BrightView will continue to provide us with the full services that we currently receive (landscaping maintenance, irrigation and tree care services).

Lift Station Motor – Completed. Brown shared that the motor had to be replaced at a cost of \$4,000.

Back Pool Motor – Completed. The pump motor at the back pool was replaced at a cost of \$525.00.

Massey Pest Control – Brown shared since the last board meeting, a few more residents have allowed access to their unit. All owners are encouraged to speak with their tenants and ask them to allow for pest control services to be completed quarterly.

Fence Update – Bascom shared that the new apartment community has installed their new fence so the association will remove the fence located on the back half of the property. Cottle asked when the old fence would be removed and Bascom shared that removal is scheduled for October after the maintenance staff complete the balconies.

2016 Spring Fling – Completed. It was a success! A resident wrote a letter of thanks to the board to compliment the staff for a job well done.

New Business:

- 2015 Financial Audit – Brown shared that the 2015 Financial Audit was completed by Accell Audit & Compliance, P.A., and a summary of the audit will be posted to the association's web page for the owners to review.
- Fire Inspection – Brown shared that we passed the Fire Marshall's inspection for the common areas; the club house, gym, both pools, maintenance shop and both laundry rooms. The inspection was done without warning. Bascom shared that the Fire Marshall said that he or someone from his office would return at a later date to complete the inspection of the units at that time. Their goal is to inspect 75% (153) units. The Fire Marshall shared with Bascom they will be checking to ensure that each unit is equipped with a valid, up to date fire extinguisher, that the GFCI's are updated in the wet areas (bathroom(s) and kitchen) and that each unit has a hard-wired smoke detector.
- Compactor Replacement – Bascom shared that after months of working with Diamond Rental they've replaced the compactor's container and repaired and painted the dog house (free standing component). The container was riddled with holes on the bottom and sides and allowing trash to spill during compacting causing a bad smell. When Diamond The repair technician stated that the container was beyond repair and that it had to be replaced.

➤ Ground Floor & Top Balconies – Bascom shared that the maintenance staff has either painted or replaced 99% of the ground floor balcony enclosures and ledges and will be completed in the next two weeks. Bascom shared that a scaffolding will need to be purchased before the maintenance staff can begin painting the second-floor balconies and ledges. Brown led the discussion on the purchase price for scaffolding; is it cost effective to purchase the scaffolding or rent the scaffolding? Brown asked long would we need the scaffolding? Bascom shared that it could take the maintenance staff several months to complete all of the balcony ledges. Bascom shared that purchasing the scaffolding from Harbor Freight would be cheaper than renting. The Board approved purchase the scaffolding.

➤ Roofing Bids – Brown shared that we requested bids from four roofing companies, but as of now we had received bids from two companies. Brown shared that with the bids we received from both roofing companies that it will cost the association an average of \$16,000.00 to 17,000.00 per building; and that we have already spent approximately \$32,000 in roof repairs this year from damage(s) left behind by the raccoons, possums and squirrels and that when you think about it, we could have replaced two roofs for the cost of the repairs.

○ Quality Roofing	25-Year 3 Tab \$426,930.00	30-Year Dimensional \$441,910.00
○ TRW, LLC	\$419,850.00	

➤ **A Cleaner and Greener Florida Community (PooPrints)** – Brown asked Bascom to explain the program. Bascom shared that the purpose of this program is aimed of ensuring residents with pets (dogs) clean up pet waste. PooPrints is the only DNA dog waste management program for apartments, condominiums and HOA’s and is used in over 42 states and Canada. Bascom explained that the resident will simply swab their pet’s cheek (in the presence of the Community Association Manager or designee) and the swab is sent to the lab for processing of the dog’s DNA. If pet waste is found on the grounds, a sample is collected and sent to the lab for identification of pet. Bascom shared that the PooPrints Program has been successful in communities utilizing this program. It was stated PooPrints is a benefit to all residents.

The discussion then centered on how to implement this program at The Hamptons. Bascom shared that PooPrints would assist the association and she shared that some of the current communities had a pet friendly event aimed at educating and getting pet owners in compliance. Randall, of Phillip Scott Management Investments, shared that he manages two other communities that uses the PooPrints Program and that it has resulted in pet owners cleaning up and disposing of their pet’s waste properly.

Bascom shared that many of the owners charge their tenants a pet deposit but the deposit only covers the unit, not the outdoors. It was shared that there are approximately 180 dogs on the property and that some residents have more than one pet. J. Cottle stated that the condominium documents only allow for one pet (one dog, one cat, one bird, one fish and no reptiles), and the owners are responsible for ensuring their tenants follow the rules.

Bascom shared that this program will help to ensure that **all** dog owners are in compliance. The Hamptons at Brandon Condominium Association will be registered as a “Cleaner Green Community” through PooPrints. The Board asked about the cost of the PooPrints Program and Bascom gave the breakdown:

- **PooPrints Registration \$39.95 (per dog)**
 - **DNA Lab Results \$65.00 (per dog)**
 - **Waste Collection Kit \$15 (per dog)**
- Total Cost per dog owner is \$119.95

Bascom stated that dog owners are responsible for registration costs but the association would make an initial investment for the pet day event. It was asked, how the association would compensate current residents and Bascom stated that would receive a 50% discount during the soft roll out and reduce the discount gradually. Bascom shared the goal is to get every dog in The Hamptons registered and every owner in compliance. All new residents would pay the full price of \$119.95.

The PooPrints Program was approved by the board and a soft roll is planned for mid-October to early November and fully implemented on January 1, 2017.

- Insurance Audit – Brown shared that our new insurance company performed an audit of the property and noted changes that had to be made in order to pass the insurance inspection. We were required to do the following:
 - Replace both bathroom doors and toilet at the back pool
 - Replace the office maintenance shop door
- Board Openings – Brown appointed three new members who will serve until the 2016 Annual Meeting at which time they will need to be reelected by the owners to continue serving on the board in 2017. The new Board Members are: Balan Nair, Eli Caraballo and Sherrie Slom. Their positions have yet to be defined.
- Open forum – 2 minutes per homeowner:
 - J. Cottle asked about the timeline for resurfacing the roads. Brown shared we have received a bid that is currently under review. J. Cottle asked the Board to consider adding the resurfacing and the roof replacement added to the next agenda. Cottle also asked about doing a special assessment for these two items only. Slom shared that special assessments are complicated and Bascom shared that the state frowns upon special assessments which must be done by legal counsel and that the majority of the owners must approve.
 - M. M Moreau requested permission to add a screen door to her unit. The board approved with the condition that M. Moreau choose from one of the two doors previously approved by the board.
- Adjournment – The meeting was adjourned at 8:40pm