

## Second Quarter Meeting Minutes for August 10, 2018

Board Members present:

- Ben Brown – President
- Bruno Pittini – Vice President
- Eli Caraballo-Tirado - Treasurer
- James McPeak – Secretary

Absent:

- Balan Nair - Director

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 – Comgey's Insurance

The meeting was called to order at 6:35pm by B. Brown.

The Treasurer's Report was reviewed.

### **Unfinished Business:**

Paving – Parking Lot Service (PLS) has remained in contact with T. Bascom and are waiting for the project at building 8 to be completed. Once the building is completed, we will be able to schedule with PLS to do the paving.

Bay Area DKI – J. Nunes provided an update on building 8. He shared that building eight (8) is in its final stages of completion so that Bay Area DKI can close its permit for The Hamptons at Brandon Condominium Association. Nunes stated that once the Association's Permit is closed by Hillsborough County Building Department, then the Bay Area DKI will file for the permits for the units that they will be completing and at the same time, the owners can file for a permit for their unit(s).

Nunes stated that the warranty of the work done, will be given to the Association. Nunes shared that all the electric, plumbing, windows and venting are completely upgraded to meet Hillsborough County Current Fire Code Requirements. He stated that because of the Hillsborough County new Fire Codes, no one will be able to drill or puncture a wall in any of the eight units in building eight. Doing so, could cause serious damage to the wiring and void the warranty for the work that they performed.

At the time of the Board Meeting the drywall was being installed and the hardy board is scheduled to begin the week of August 13, 2018. The building lights must be installed to close out the association's permit. The electrical, plumbing and mechanical must be done in each of the

eight units.

J. Nunes shared that he will continue to keep building eight owners updated via email.

Website Compliance – Bascom shared that the State of Florida changed its compliance date to January 1, 2019. The Hamptons at Brandon has met the State of Florida requirements. We changed from QuickBooks to AppFolio Property Management Software. Owner will be able to log into AppFolio to view their account(s) and they will also have the options of paying by Debit/Credit Card for a fee of 2.9% of their monthly assessment. Owners can do this by setting up an ACH through their bank or you can mail us by check / money order. Owners that are currently set up to pay by credit /debit card through The Hamptons at Brandon may choose to continue to do so for the flat fee of \$5.00 per month.

Bascom shared that a small number of owners will be invited to log into AppFolio over the next month with everyone being invited by year end.

Right to Access Records – Brown shared that The Hamptons has complied and that the required records are listed on the Association’s website.

**New Business:**

**Insurance Renewal** – B. Martin shared that The Hamptons at Brandon Condominium Association recently renewed its insurance. Shortly after the renewal, the Insurance Carrier did an inspection and we failed. Because we failed the inspection, the Insurance Carrier contacted B. Martin to cancel the Association’s Insurance Policies. Martin was able to renegotiate with the Insurance Provider not to cancel, with the understanding that the Board of Directors had received bids to replace the roofs.

However, the Insurance Carrier changed the terms to a 20% wind deductible contingent upon the association replacing all the roofs, starting with the worst roofs first. The Insurance Carrier states that once those roofs are done, they would revisit the Association’s policy and renegotiate the terms of the wind deductible. B. Martin shared that he reached out to other Insurance Carriers, but that they declined also. This leaves The Hamptons at Brandon Condominium Association no choice but to replace the roofs.

Martin shared that a 20% wind deductible could be catastrophic for any association and could leave The Hamptons at Brandon as being under insured, example if three (3) buildings were to lose a roof during this hurricane season and each building was valued at a \$100,000,000.00 with the wind deductible of 20%, that the association’s deductible would be \$200,000.00 per building. This does **not** include what the owners of those buildings would be personally liable for and if the owners don’t have insurance on their units, the cost would be higher.

Martin stated that this is a huge change for the association, because our prior deductible was \$2,500.00 per occurrence.

**Loan Update for Roof Replacement** – The board voted “**YES**” to move forward with applying for a loan. Instead of a Special Assessment the Board voted “**YES**” to amend the current budget to include the cost of the loan and once the loan is paid in full, that the monthly assessment will be reduced by the amended amount to cover the cost of the loan. Bascom was asked to contact

another bank to check their terms for a loan.

**Roof Replacement Buildings 14 & 23** – Brown shared that association has contracted with Urethane Systems Inc to replace the roofs at buildings 14 & 23 due to the ongoing roof leaks. Urethane Systems is the same company that was used to replace the roof at building 8. We are currently waiting on the permit and once the permit is received, then the Urethane will contact the association to schedule the job. At this time, the owners and residents will be notified.

**Special Assessment** – Instead of a Special Assessment the Board voted “**YES**” to amend the current budget to include the cost of the loan and once the loan is paid in full, the monthly assessment will be reduced by the amended amount to cover the cost of the loan.

**Lease for copier** – Bascom shared that current copier is coming to the end of its lease and that we have a copier on trail bases. The current copiers cost per sheet is .01598 black & white images and .11979 for color images. Upgrading to the new machine would drop our rate to .0079 for black & white images and .059 for color images. Bascom explained that we make two payments monthly, one is for the lease payment and the other is for the cost for copies. Lease payment covers the cost of maintenance and supplies. The upgraded contract would be one payment that would cover the maintenance, supplies and include the cost of copies, black & white and color images.

Over the past six months our cost has averaged (lease & copies) \$635.80 and on the new copier, our cost would be fixed. It will be \$349.20 per month and this would be a savings of \$286.60.

Annual Meeting – The board voted to hold the annual meeting on Friday, November 2, 2018.

**Open Forum -**

- M. Ramos suggested that the Association holds off on paving until the roofs are done. B. Brown shared that the roads are too bad to wait and the paving would have been completed, but it was delayed because of the fire at building 8. Also, the reason for replacing the roofs now rather than later is because of the insurance carrier. They stated that for them to provide insurance coverage to The Hamptons at Brandon Condominium, the roofs must be replaced now. B. Brown stated that we will do our best to work with both the pavers and roofers at the same time.

**Adjournment** – The meeting adjourned at 8:20pm.