

# APPROVED

November 12, 2014

Dunedin Palms Homeowner's Association, Inc.

130 Patricia Avenue, #19

Dunedin, Florida 34698

Board of Director's Meeting, April 9, 2014

President Lessard called the meeting to order on Wednesday, April 9, 2014 at 9:20am in the Dunedin Palms Clubhouse at 130 Patricia Avenue, Dunedin, FL 34698.

**Roll Call of Officers and Directors:** Present were Don Lessard, President, Roe Bongo, Vice President, Don Butterfield, Treasurer, Terri Tarozzi, Secretary, Joe Carideo, Director, Tollie Holtzclaw, Director, Don Wallace, Director by telephone and Stephanie Lopez, Community Mgr. Proof of Notice was placed on Sunday, April 6th at the 2 locations, clubhouse and office.

## **Reading of Minutes of March 12, 2004 Board minutes:**

**Motion:** Roe Bongo, Vice President made a motion to approve the minutes as written and dispense with the reading of the Board Minutes of March 12<sup>th</sup> and was 2<sup>nd</sup> by Joe Carideo, Director . All in attendance were in favor of the motion, therefore the motion was approved.

**Financial/Social/Coffee reports:** Don Butterfield, Treasurer presented the reports as of the end of the month March 31, 2014; Social Balance: \$5,459.75; Coffee Balance: \$273.57. Financial report –March 31, 2014, Revenues: \$17,233.19, Expenses: \$28,442.45, Net Total: (\$12,420.51). YTD Total Assets: \$2,023,070.18 Total Liabilities: \$280,640.85, Total Liabilities and Equity: \$2,023,070.18.

**Motion:** Tollie Holtzclaw, Director made a motion to accept and approve the Financial Statement from the Management Co. and a copy of said report of the Operating Statement and Balance Sheet be included in the Minutes and was 2<sup>nd</sup> by Don Wallace, Director. All in attendance were in favor of the motion, therefore the motion was approved.

**Presidents Report:** The phone service in clubhouse has been restored. Cox Engineering has recharged our air conditioners, both at the clubhouse and the office. Zinzow Law has been paid and the transfer of files should commence. Bug-Off has installed rodent traps. In my absence thru the end of December, Roe Bongo our Vice President will act as President. I will be attending meetings via telephone. Should Roe be away for an extended period of time, then Joe Carideo the senior director, will act as President.

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**Motion:** Tollie Holtzclaw made a motion that in the absence of Don Lessard, Roe Bongo, Vice President will act as President. Should Roe be away for an extended period of time, then Joe Carideo will act as President. It was 2<sup>nd</sup> by Don Wallace, Director. All in attendance were in favor of the motion, therefore the motion was approved. Don Lessard will be attending meetings by telephone.

Lastly, Margaret Lessor, Don Butterfield and Don Lessard met with John Gary from our insurance agency, Vermost last month to review our insurance policies. He suggested we take steps to have a wind mitigation expert sign a document relative to our new roof with the purpose of the reduction from Citizens on our insurance policy. Mr. Gay notified us that as a result of the mitigation Citizens reduced our property policy renewal by \$1,003. We are prepared to submit an insurance request to Citizens to add the pool and shuffleboard shelter for around extra \$500 and request a decrease in the laundry/garage building and the storage shed to match their appraisal that was done last year. This would develop a reduced premium of approx \$600 therefore resulting in a total net of \$100 premium reductions.

**Motion:** A motion was made by Roe Bongo, Vice President to reduce the coverage of insurance on the garage/laundry room and storage shed to the appraised value which would save \$600 while adding coverage to the pool and shuffleboard for \$500, thus a savings of net \$100. The motion was 2<sup>nd</sup> by Tollie Holtzclaw, Director. All in attendance were in favor of the motion, therefore the motion was approved.

### Old Business:

- a. **Investment Policy:** All members of the Board were recommended to complete a questionnaire forwarded to us by Raymond James. Once this is completed, we will consolidate our answers in consensus form and forward them to Raymond James. Don Butterfield was asked to take the lead in ensuring a policy is finalized.
- b. **Tax Deed Sales:** The back taxes on Unit #73 have been paid. On Unit #7 we could participate in the bidding process which takes place on May 14<sup>th</sup>. There is a tax lien of \$3,600, a bank lien of \$50,000 and a lien of \$9,000, mostly legal fees from Dunedin Palms.

**MOTION:** Roe Bongo, Vice President made a motion that the Association pass, on bidding for the purchase of Unit #7, it was 2<sup>nd</sup> by Tollie Holtzclaw, Director. All in attendance were in favor of the motion, therefore the motion was approved.

- c. **New manufactured home on Unit #39 by Mr. & Mrs. Munroe:** The board approved this on 4 conditions: 1. meets Town of Dunedin approval, 2. Mr. & Mrs. Munroe are responsible for any expenses incurred from any needed relocation of water pipes, sewer lines or power poles. 3. Mr. & Mrs. Munroe and/or the manufactured home installer are responsible for

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contacting DigSafe, 4. Mr. & Mrs. Munroe and/or the manufactured home installer are responsible to ensure the manufactured home supports or tie downs are not installed directly above any water or sewer lines.

- d. **Resolving of water issues behind Units #112 thru #116:** Back 6 years ago, President Oertle told Gordon Mills, who in the process of buying #114 that there was water issues behind the property and yes, the Park would fix it. In November of 2008 the Park hired a contractor to fix the problem. Upon starting, the contractor encountered a difficult reception from an adjoining owner, so bad that he walked away from the job. Four years later, the Park asked the City of Dunedin engineer to look into the problems of water from the condos behind these units. The engineer stated 4 recommendations that needed to be done: 3 were to the Condo association and 1 was to the Park to construct the swales behind the units. The Condo association completed their 3 recommendations, the Park did not. In 2012, the public works director in a memo to the City of Dunedin engineer "stated specifically on the swales, that when properly maintained, rain water from Dunedin Palms properties would flow East thru our swales and then into the pond. It is a lack of effective maintenance that has caused this problem." The estimates received for the work on the 7 swales was \$6,300, which was considered too high. It was suggested that the Park complete 3 swales, only at this time, **where the water is damaging the units**. Between Units #116 (Bird) and #115 (Morgan), between #115 and #114 and between #114 (Mills) and #113 (Wallace). We will need a cap on bids for completing the construction.

**Motion:** A motion was made by Roe Bongo, Vice President to fix the 3 swales between #116/#115 and #115/#114 and #114/#113, with a cap of \$1,500 for the construction of the swales and \$500 for sod. **Amended Motion:** by Roe Bongo, Vice President to the "best estimate from 3 contractors for 3 swales only". The motion was 2<sup>nd</sup> by Tollie Holtzclaw, Director. A Roll Call vote was called for. Don Lessard, Yes; Roe Bongo, Yes; Don Butterfield, Yes; Terri Tarozzi, Yes; Joe Carideo Yes; Tollie Holtzclaw Yes. Don Wallace Director did not vote because he was disconnected from the telephone. All in attendance were in favor of the motion, therefore the motion was approved.

Don Lessard asked Stephanie from AmeriTech to obtain 3 estimates from contractors for the construction of the 3 swales.

**Motion:** A motion was made by Roe Bongo, Vice President that this be completed within three months. It was 2<sup>nd</sup> by Don Butterfield. All in attendance were in favor of the motion, therefore the motion was approved.

- e. **Lakeside Erosion:** Findings from the engineers report stated that the erosion on the west side of the canal is somewhat a result of the steep slope. Three possible solutions were given: install a vinyl or concrete sheet pile on west edge, install a box culvert at the top of the slope to extend to one of the 54 inch culverts, leave condition as is. As a result of the

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engineer's report and ongoing with the former Nielsen property, consideration was given to wait and see if further erosion is happening.

**Motion:** A motion was made by Joe Carideo, Director to get estimates for at least one truck full of appropriate sized rocks on the west side bank within 30 days. Don Butterfield, Treasurer 2<sup>nd</sup> the motion. **Amended Motion:** by Roe Bongo, Vice President, to read to get proposals for at least 1 truck full as recommended by contractor. Don Butterfield, Treasurer 2<sup>nd</sup> the motion. A Roll Call vote was called for. Don Lessard, yes; Roe Bongo, Vice President yes; Don Butterfield, yes; Terri Tarozzi, yes; Joe Carideo, Director yes; Don Wallace, Director Yes; Tollie Holtzclaw yes. Don Wallace, Director reconvened the telephone conference. All in attendance were in favor of the motion, therefore the motion was approved.

## New Business:

- a. **Trimming of Palm trees:** We have estimates to trim our palm trees from amounts \$4,500 to \$1,750. The \$1,750 bid is from our present contractor Danny's Tree Service. He has made a recommendation to remove three trees due to illness.

**Motion:** A motion was made by Joe Carideo, Director to accept the bid by Danny's Tree Service for \$1,750 and cutting down a tree on #93 and behind #75 for an additional amount of \$250. The motion was 2<sup>nd</sup> by Terri Tarozzi, Secretary. All in attendance were in favor of the motion, therefore the motion was approved.

- b. **Approval of Julia McLafferty to rent Unit #8 for one year April, 2014 thru April, 2015**

**Motion:** A motion was made by Roe Bongo, Vice President and 2<sup>nd</sup> by Terri Tarozzi, Secretary to approve the renting of Unit #8 to Julia McLafferty from April, 2014 to April, 2015. All in attendance were in favor of the motion, therefore the motion was approved.

- c. **Approval to paint driveway to Unit #35**

**Motion:** A motion was made by Don Lessard, President and 2<sup>nd</sup> by Roe Bongo, Vice President to approve the painting of the driveway to Rose Pickett #35. All in attendance were in favor of the motion, therefore the motion was approved.

- d. **Approval to paint exterior of Unit #69 a light yellow called Kira Caramel with white trim and black shutters:**

**Motion:** A motion was made by Don Lessard, President and 2<sup>nd</sup> by Don Wallace, Director to approve the color change to Unit #69 to a light yellow called Kira Caramel

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with white trim and black shutters. All in attendance were in favor of the motion, therefore the motion

**e. Approval of patio behind Unit#90:**

**Motion:** A motion was made by Don Lessard, President and 2<sup>nd</sup> by Don Butterfield, Treasurer to approve a small patio behind his Florida room. All in attendance were in favor of the motion, therefore the motion was approved.

**f. Approval of #92 to paint trim:**

**Motion:** A motion was made by Don Lessard, President and 2<sup>nd</sup> by Tollie Holtzclaw, Director to approve painting the trim of #92 a dark turquoise All in attendance were in favor of the motion with the exception of Don Butterfield, Treasurer who abstained, therefore the motion was approved.

**g. Conditions of Unoccupied Units:** Letter from Ann & Al Daigle asking what can be done to units in the Park that are deteriorating from mold and neglect. It was felt that the Park should have standards for unoccupied units. Stephanie Lopez, AmeriTech will check with other Park managers as to how they handle these situations in their Parks. Also, Don Lessard asked Stephanie to check as to our rights within the Park.

**h. Water issues behind Units #92 and #93:** Upon inspection of Units #92 & #93 it was obvious that water running from neighboring land diverts onto our park and accumulates behind those units. Don Butterfield, Treasurer Unit #92, is putting in a sump pump to take care of his problem to his property.

**Revision to Previous Motion:** Joe Carideo, Director asked for a revision to the motion under Old Business, section D "to add up to two more swales, if needed." The motion was 2<sup>nd</sup> by Don Butterfield, Treasurer. A Roll Call vote as called for: Don Lessard, Yes; Roe Bongo, No; Don Butterfield, Yes; Terri Tarozzi, No; Joe Carideo, Yes; Don Wallace, Yes; Tollie Holtzclaw, No. The tally was four (4) yes and three (3) no. Motion was carried by majority vote and motion was approved.

**MOTION:** A motion was made by Roe Bongo, Vice President to adjourn the meeting at 11:15am and was 2<sup>nd</sup> by Joe Carideo, Director. All in attendance were in favor of the motion, therefore the motion to adjourn was approved.

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Respectfully submitted,

Theresa A. Tarozzi, Secretary