

**Casa del Sol Association, Inc.**  
**Board Meeting Minutes Wednesday, August 15, 2018**

- Meeting called to order by President, Ed Curran at 6:00PM in the Ameri-Tech Main Business Office.
- Quorum was met. Directors present: Ed Curran, Kevin Connolly, Travis Herbert, Debora Bickel, Glenda Workman, Ameri-Tech Community Management: Jenny Schoenfeld/Property Manager and Janice Sofia.
- Proof of Notice posted on all bulletin boards on 8/10/2018 at 7:05 PM by Kevin Connolly.
- Motion made by Ed Curran to waive the reading of the 5/16/2018 Board Meeting minutes. Travis Herbert agreed they be waived and approved, was seconded by Glenda Workman and passed unanimously by board members present.
- **Treasurer's report** given by Travis Herbert along with 2019 Budget Proposals via displayed overheads:
  - **Alhambra** end date August 15, 2018 with \$16,489.61 in operating and \$49,281.45 in reserves. The 2018 budget has an operating cost of \$7,455 per month for this building.
  - **Barcelona** end date August 15, 2018 with \$30,778.13 in operating and \$14,167.87 in reserves. The 2018 budget has an operating cost of \$8,520 per month for this building.
  - **Cadiz** end date August 15, 2018 with \$16,796.75 in operating and \$12,985.75 in reserves. The 2018 budget has an operating cost of \$8,141 per month for this building.
  - **Madrid** end date August 15, 2018 with \$27,381.71 in operating and \$69,470.51 in reserves. The 2018 budget has an operating cost of \$7,161 per month for this building.
  - **Master** end date August 15, 2018 with \$78,890.31 in operating and \$26,398.66 in reserves. The 2018 budget has an operating cost of \$16,705 per month.
- **Manager's report** given by Jenny Schoenfeld:
  - **Financial/Administrative:**
    - Financials
      - Financials were emailed to the Board on Friday, August 10<sup>th</sup>.
    - Collections
      - Madrid 101 . Death Certificate was filed with the Court.
    - Sales/Leases
      - 205B Lease - applicant was interviewed and approved 5/12/18
      - 301B Lease - applicant was interviewed and approved 5/31/18
      - 201M Lease - applicant was interviewed and approved 6/27/18
      - 207A Lease - applicant was interviewed and approved 6/27/18
      - 209B Sale - applicant was interviewed and approved 6/28/18
      - 306B Lease - applicant was interviewed and approved 7/20/18
      - 107B Sale - applicant was interviewed and approved 8/2/18
    - Correspondence

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- Newsletter was emailed to all residents with an email on file and posted at the property.
- Report of wasps at Barcelona building. Pest control treated.
- Spoke to various residents about Barcelona elevator.
- **Meeting Minutes:**
  - Board Packets completed
- **Bids/Proposals:**
  - The Gutter Man of Tampa Bay
  - A #1 Seamless Gutters
  - Suncoast Paving
  - Asphalt Maintenance and Repair Company (Striping and Seal Coating)
  - Parking Lot Services
  - Strip-A-Lot of America
- **Maintenance:**
  - Tree trimming and removal completed.
  - Repairs to the back fence have been completed.
  - Wind Mitigation report is in progress for Barcelona and Cadiz.
  - Flickering street lights have been repair by Duke Energy.
  - The maintenance person at the Fountains has been trimming the tree limbs off the fence.
  - Stucco work completed at both the Barcelona and Alhambra buildings.
  - State mandated Suction Limiting Vent work was completed on the Spa.
- **Violations:**
  - 101A . Pet
  - 108A . Parking
  - 305A . Rental
  - 101B . Grilling
  - 105B . Patio Disrepair
  - 202B . Pet
  - 208B . Items in Common Area
  - 206C . Screen door needs painted
  - 207C . Electrical Repair
  - 304C . Screens in Disrepair
  - 107M . Parking and Items in Common Area
  - 109M . Pool Rules
  - 211M . Maintain Unit
  - 212M . Noise
- **Open Issues:**
  - 107C - Architectural Control Request (ACR) Form pending review.
  - Barcelona and Cadiz Elevator Certificates have not yet been received. Contacted DBPR.
- **Future Planning:**

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- Annual and Budget meeting will be held November 28<sup>th</sup>.
- **Old Business:**
  - Roofing will continue for Madrid building in November and Alhambra building will be last. All work to be completed by year-end.
  - Gutter proposals review by the Board. A #1 Seamless Gutter Solutions was selected. Kevin Connolly made a motion to accept their bid, was seconded by Debora Bickel and passed unanimously by board members present. Ed Curran will contact the company and obtain a start date. The work is to be completed in two (2) phases.
    - Kevin Connolly would like to obtain some bids to have the gutter in front of 106A, 206A, and 306A repaired due to the amount of water falling over each time it rains. He doesn't want to wait until the new roof and gutter is installed at the end of the year. Ed Curran asked that he please obtain some bids for the Board to review.
  - Seat Coat proposals review by the Board. Asphalt Maintenance and Repair Company was selected. Ed Curran made a motion to accept their bid, was seconded by Glenda Workman and passed unanimously by board members present. Ed Curran will contact the company and obtain a start date. The work is to be completed in two (2) phases
- **New Business:**
  - 2019 Budget discussion and workshop was conducted earlier by Travis Herbert and audience questions were addressed.
  - Petty Cash line item needs to be moved to the Master Operating Budget. Ed Curran made a motion to have it moved as requested, was seconded by Kevin Connolly and passed unanimously by board members present.
  - Number of Directors for 2019 Board? Ed Curran made a motion to leave the number at five (5) was seconded by Debora Bickel and passed unanimously by board members present.
  - Spectrum Contract was discussed at great length. The Board is considering dropping the cable contract that expires March 2019 and putting those dollars (\$46,464) back into each building. Spectrum is looking to increase our current contract by 8%. This item was tabled until our next Board meeting.
  - 107 Cadiz Architectural Control Request form needs to be reviewed and voted on by the Board. Several pictures taken by Management for the Boards review and the work appears to be already completed by the Owner and the description on the ACR does NOT match what was constructed. There are several violations seen and noted from the pictures. A motion was made by Ed Curran to Disapproved this ACR form, was seconded by Kevin Connolly and passed unanimously by board members present. Signatures for the disapproval was completed by both Ed Curran and Kevin Connolly and given to Jenny Schoenfeld to mail back to the Owner.
- Floor opened for questions and concerns.

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- Motion to adjourn made by Ed Curran at 7:50PM, Kevin Connolly seconded and the motion was passed unanimously by board members present.