

PARK BLOOMINGDALE CONDOMINIUM ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING
October 11, 2017

The Board of Directors meeting of the Park Bloomingdale Condominium Association was held on Wednesday, October 11, 2017 at the Park Bloomingdale Condominium Clubhouse. S. Elmore called the meeting to order at 6:00 p.m.

Attendance: Present:

Gale Jenkins
Chris Leon
Gina Damore
Jim Ciaffara
Steve Elmore (EPI)

Absent: Joe Butera

Approval of Minutes –

Motion – Motion by J. Ciaffara to approve the August 9, 2017 minutes with the corrections of changing the name for the seconded approval for last month's minutes from J. Butera to C. Leon. Also, with the added change on the last bullet on page five to state that it was Building 213. Seconded by G. Damore. Unanimously approved. Motion carried.

Guests – No Guests were scheduled.

Treasurer's Report –

- C. Leon presented the Treasurer's Report as of September 30, 2017:

Current Assets –	
Checking Account	\$ 101,590.06
Accounts Receivable -	\$ 62,716.54
Other Assets -	\$ -494.49
Total Current Assets -	\$ 163,812.11

Other Assets -	\$ 99,985.08
Total All Assets -	\$263,797.19

Current Liabilities -	
Accounts Payable -	\$ 19,130.11
Other Liabilities -	\$ 30,872.86
Total Current Liabilities	\$ 50,002.97

Equity –	
Replacement Reserve	\$-122,790.47
Net Income -	\$ 89,440.64
Total Equity	\$ 213,794.22
Total Liabilities & Equity	\$ 263,797.19

	<u>Total</u>	<u>Budget</u>	
Gross profit	\$563,612.48	\$538,322.22	over \$25,290.26
Administrative Expenses	\$2,653.60	\$1,875.06	over \$778.54
Professional Services	\$28,490.00	\$32,179.28	under \$3,689.28
Taxes and Insurance	\$28,347.82	\$36,015.03	under \$7,667.21
Utilities	\$180,528.55	\$183,347.00	under \$2,818.45
Contracts	\$82,545.36	\$95,259.19	under \$12,713.83
Repair and Maintenance	\$139,739.19	\$250,674.94	over \$9,064.25
Recreation Expenses	\$11,885.32	\$8,350.03	over \$3,535.29
Net Income	\$89,440.64	\$28,369.87	over \$117,810.51

Motion- Motion made by J. Ciaffara to approve Treasure Report as of September 30, 2017. Seconded by G. Damore. Unanimously approved. Motion Carried.

Committee Reports:

- There were no Committee Reports.

Management Report – S. Elmore (EPI Management Co.) reported on the following items

- **2018 Proposed Budget-** S. Elmore stated the Board has agreed to approve the preliminary draft of the 2018 Budget which will be sent out to all unit owners and will be reviewed at the next meeting. There is an increase 1.82% per month for 2018.
- **Package Policy Insurance Proposals** - S. Elmore advised the Board that the package policy expires in October 2018 and he presented to the Board with four proposals for package policy insurance.

<u>Insurance Carrier</u>	<u>Package Policy</u>	<u>D&O</u>	<u>Bond</u>	<u>Umbrella</u>	<u>W/C</u>	<u>Totals</u>
State Farm	\$35,520	Incl	\$1,089	\$968	\$750	\$38,327
Hollinger/Nationwide	\$39,405	Incl	Incl	\$2,250	\$601	\$42,461
Farmers	\$79,538	Incl	Incl	\$2,607	\$758	\$82,903
Jordon/CAU	\$52,434	Incl	Incl	\$2,000	\$601	\$55,035

State Farm had a limit for coverage of \$30,000,000 and also their deductible was increased to \$20,000 versus the \$10,000 deductible on the other three quotes.

Motion- Motion made by C. Leon to retain Hollinger/Nationwide to secure the annual package insurance policy in the dollar amount not to exceed \$42,461 and a \$10,000 deductible. Seconded by G. Jenkins. Unanimously approved. Motion Carried.

- **Summer Help** - S. Elmore advised the Board that the two laborers hired for the summer have completed the balcony repairs and building repairs for trim boards, rear entry pavers, and the berm along Butterfield. Not all of the buildings scheduled to be painted were done by the end of the summer.
- **Special Projects 2018-** S. Elmore stated to the Board there is still painting that will need to be done and anything else the Board sees relative to improvements. The Board stated that they will get together and discuss what needed to be done. The hallway carpeting is scheduled to be cleaned a week before thanksgiving. After this is done the Board will discuss if they want to replace it and replace it with a different

material than carpet. S. Elmore stated he is going to have more outside landscaping done at the front of the buildings and mulch will also be done next year.

- **Asphalt Settlement Status** - S. Elmore stated they would discuss this in executive session.
- **Tree Trimming**- S. Elmore presented to the Board with two proposals for the replacement of the pool fence. This will need to be relooked at for next year.

<u>Company</u>	<u>Bid Price</u>
First Fence	\$11,790.00
Arena Fence Company	\$13,950.00

- **Garbage Corral** - S. Elmore presented to the Board with three bids to add the rear portion of the fence for all garbage corrals (7 total). S. Elmore stated there were complaints that came in that you can see the garbage from the units due to the lack of a rear fence and they wanted to close those corrals in. The Board will take a look at all the corrals and see which corrals this is needed for.

<u>Company</u>	<u>Bid Price per Corral Rear Section</u>
Construction Concepts	\$890.00
SMS	\$935.00
RCH	\$955.00

- **Clubhouse East Door Replacement Bids** - S. Elmore presented the Board with three bids for the replacement and removal of five east side doors. S. Elmore stated the doors will have the same size glass, the casement will be removed and replaced with concrete board. The appearance will be the same as the kitchen from the outside.

<u>Company</u>	<u>Bid Price – 5 doors/windows</u>
RCH	\$12,458.36
SMS	\$11,256.00
Construction Concepts	\$6,690.00

Motion- Motion made by C. Leon to retain Construction Concepts to complete the 5 door/window replacements in the clubhouse area and the for a dollar amount not to exceed \$6,690.00. Seconded by J. Ciaffara. Unanimously approved. Motion carried.

- **Motorized Pool Cover**- S. Elmore stated to the Board that four pool companies have denied bid requests for a motorized pool cover due to the size of pool it is not considered a commercial pool. S. Elmore stated they are still looking to find home pool firms that will offer a motorized pool cover. The pool is currently winterized for the season therefore they can address this issue in 2018.

Rule Violation Appeals- Appeals will be addressed in Executive Session.

Miscellaneous Correspondence-

- **Provido-** S. Elmore presented to the Board with a copy of letter relative to the Association's offers to seal the drywall stains with Kilz or Association will remit a check in the amount of \$50 so the owner can have work done herself. The Board is advised that the owner declined both offers.
- **Village of Bloomingdale** S. Elmore presented the Board with a copy of the violation notice from the Village stating the pool gate doors were locked shut and they must be left open all the time.

Sales-

<u>Unit Address</u>	<u>Sale Price</u>
125-101	\$150,000
212-206	\$118,000
212-307	\$99,900
102-203	\$107,000
124-101	\$152,000

Inspection Report- S. Elmore reviewed the inspection report with the Board.

- **Dead Plant Material** - S. Elmore stated to the Board that the dead plant material will be addressed in the spring due to the drought.
- **Exercise Equipment** – S. Elmore stated to the Board that C. Leon will have to review the exercise equipment to make sure they are all functioning properly as three of them currently are not working properly.
- **Security Door Scratches** – S. Elmore stated to the Board the security door keeps getting scratched from keys and he recommend installing a plate on the door to prevent scratching. Bid proposals will be obtained for this work in 2018.
- **Front entry-** S. Elmore stated the bricks should of had coping stones and that is why they are having issues. If coping stones are installed it will help with the maintenance of these bricks. This will be a project for 2018.

Open Forum-

- **Owner in 212 Building-** Owner stated he just moved in in June and wanted to know if he had a hot water tank. The Board advised owner he does not have a hot water tank and the building has a hot water boiler system and the hot water is communal and that the unit furnaces are individual metered. Owner stated his water pressure throughout his unit is low.
- **Building 209 unit 304-** Owner stated she had emailed about skunk issues and wanted to know if anything was being done about it. S. Elmore stated traps were set out and two skunks were caught. Owner stated she saw skunks again the other night. S. Elmore stated he will put a call in and have three traps set up again. Owner stated the carpet has been looking great in the building, however the tile in the entry way

looks terrible. The Board stated they will inspect it and they already talked about replacing the carpet next year and will consider removing the tile and just have one continuous floor.

- **Owner-** Owner stated it has been very dark around clubhouse. S. Elmore stated he will take a walk after meeting and inspect those lights.
- **Owner Building 107 unit101-** Owner stated his hot water heater just recently was replaced because the old one was leaking water and right by the boiler room there is a horrible odor. S. Elmore stated the carpet is stained right by the boiler room door. The carpet is set to be cleaned a week before thanksgiving and Board will consider this issue when discussing first floor replacement of the carpeting floor next year.

Adjournment-

Motion – Motion by C. Leon to approve adjournment of the regular meeting to executive session at 8:09 p.m. Seconded by J. Ciaffara. Unanimously approved. Motion carried.

Meeting was called to order from Executive Session at 8:28PM

Motion made to approve all of management's recommendations as outlined in the October management report pertaining to the rule violation appeals. Approved.

G. Damore moved to adjourn the meeting at 8:35 PM. Approved.

*Respectfully Submitted –
EPI Management Company, LLC*