

PARK BLOOMINGDALE CONDOMINIUM ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING
February 22, 2018

The Board of Directors meeting of the Park Bloomingdale Condominium Association was held on Wednesday, February 22, 2018 at the Park Bloomingdale Condominium Clubhouse. S. Elmore called the meeting to order at 7:00 P.M.

Attendance: Present:

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

Absent:

Approval of Minutes –

Motion – Motion by C. Leon to approve the December 13, 2018 minutes. Seconded by G. Damore. Motion carried.

Guests – No Guests were scheduled.

Treasurer's Report –

- C. Leon presented the Treasurer's Report as of January 31, 2018:

Current Assets –	
Checking Account	\$120,703.42
Accounts Receivable -	\$ 18,306.94
Other Assets -	\$ -494.49
Total Current Assets -	\$138,515.87

Other Assets -	\$ 99,988.39
Total All Assets -	\$238,504.26

Current Liabilities -	
Accounts Payable -	\$ 14,883.24
Other Liabilities -	\$ -7,551.52
Total Current Liabilities	\$ 7,331.72

Equity –	
Replacement Reserve	\$-113,596.14
Net Income -	\$ -17,113.44
Total Equity	\$231,172.54
Total Liabilities & Equity	\$238,504.26

	<u>Total</u>	<u>Budget</u>	
Gross profit	\$59,024.57	\$60,828.05	under \$1,803.48
Administrative Expenses	\$220.09	\$208.32	over \$11.77
Professional Services	\$2,961.25	\$3,377.66	under \$416.41
Taxes and Insurance	\$6,835.82	\$ 7,778.00	under \$942.18
Utilities	\$30,365.17	\$34,461.49	under \$4,096.32

Contracts	\$16,593.18	\$14,280.75	over \$2,312.43
Repair and Maintenance	\$7,285.97	\$11,430.77	under \$4,144.80
Recreation Expenses	\$2,682.20	\$2,500.00	over \$182.20
Net Income	\$-17,113.44	\$-22,736.60	under \$5,623.16

Motion- Motion made by C. Leon to approve the financials that was prepared by management for the period ending January 31, 2018. Seconded by G. Damore. Motion unanimously approved.

Committee Reports-

- There were no Committee Reports.

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

- **Asphalt Settlement Status** - S. Elmore presented the Board with a copy of an email for correction of asphalt sent to Black Diamond Asphalt. The Association will keep the \$10,000 retention until all the corrective work has been completed. Mr. Elmore indicated that he doubted that Black Diamond would return to do the corrective work.
- **Pool Attendant**- S. Elmore presented to the Board with a copy of the proposed letter of Intent for the 2018 pool Attendant services, Vicki. The dollar amount is within \$40.00 of the 2018 budget. Based on prior performance management recommended renewing this letter for 2018.

Motion-Motion made by J. Butera to approve the proposal letter from Vicki, pool attendant for the 2018 pool season. Seconded by C. Leon. Motion unanimously approved.

- **Census Reminders**- S. Elmore stated to the Board that management sent out census reminders on October 2, 2017, November 2, 2017, and December 2, 2018, along with a copy of the 2018 census card.
- **Beary Landscaping**- S. Elmore presented to the Board a copy of the revised landscaping renewal proposal with Beary Landscaping. After negotiations the proposed landscaping contract is in the amount of \$24,272.00 which reflects a 2% increase compared to 2017 contract of \$23,800.00. This is only a one year term with an accelerated cancelation provision of 15 days. The 2018 budget was set at \$35,700.00 of which the overage can go to pay for cost for mulch and replacement of plant material.

Motion-Motion made by J. Ciaffara to approve Beary landscaping contract for 2018 with a 2% increase cost not to exceed \$24,272.00. Seconded by C. Leon. Motion unanimously approved.

- **Pool Cover**- S. Elmore presented to the Board with a copy of a proposal from Poolside for the installation of a pool cover. A picture was included to show what the apparatus actually looks like installed. The Pool attendant would have to return each night to cover the pool and each morning reel in the cover. Management recommends this cover to help with safety issues, especially people sneaking into pool at night.

Motion- Motion made by J. Butera to approve the pool cover proposal form Poolside Inc. for the amount not to exceed \$3,575.69. Seconded by J. Ciaffara. Motion approved 4 in favor 1 against.

- **Clubhouse East Door Replacement-** S. Elmore presented the Board with a copy of the clubhouse replacement doors contract for their review. The doors will be available in about two weeks, but will not be installed until the first part of April due to the weather.
- **Carpet Cleaning-** S. Elmore stated to the Board that the next carpet cleaning is scheduled for May of 2018.
- **Light Post-** S. Elmore presented to the Board with proposals for the installation of a light post by the old gazebo that was removed. The proposals for Construction Concepts and RCH Construction does not include the permit as the Association would be responsible for obtaining that.

<u>Company Name</u>	<u>Bid Price</u>
Volt Electric	\$3,995.00
Construction Concepts	\$950.00
RCH Construction	\$1,875.00

Motion- Motion made by C. Leon to approve Construction Concepts to install the light post that was removed by the old gazebo at a dollar amount not to exceed \$950.00. Seconded by G. Damore. Motion unanimously approved.

- **Neighborhood Watch Program-** S. Elmore presented the Board with a copy of an email from Ms. Dopp for the Board records.
- **Exercise Room-** S. Elmore stated to the Board that a treadmill and bike have been ordered and should arrive within 10 days.
- **2018 Projects-** S. Elmore stated to the Board the follow projects are scheduled for 2018:
 1. Complete Stone Beds along Butterfield Drive
 2. Repair/Replacement of Concrete entry sidewalks – Out for bids.
 3. Finishing exterior painting
 4. Re-Painting of Garbage Gondolas
 5. Replacement of exercise equipment
 6. Replacement of entry coach lights
 7. Re-landscaping of front entry (flowers, etc.)
 8. Plant material replacement at entries to all buildings
 9. Installation of scratch plates at all front entry building doors
 10. Painting of all high parking lot and pathway lamp posts

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

Miscellaneous Correspondence-

- **Commercial Vehicle Parking-** S. Elmore stated to the Board that the issue of commercial parking has come up however there is nothing in the rules that prohibits commercial vehicles from parking in the reserved spaces of

the property. S. Elmore recommended to the Board that they should review all the rules in 2018 and allow anyone to email suggestions for them to review and bring the rules up to date.

- **Rear Building Doors-** S. Elmore presented to the Board with a copy of email from the Village stating that if the rear entry doors are replaced they must have windows in them.
- **Rear Hallways-** S. Elmore stated to the Board that the majority of the rear hallways are still in good shape so he does not recommend doing any painting this year.

Sales-

<u>Unit Address</u>	<u>Sale Price</u>
105-306	\$125,000

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

New Business-

- **Sauna-** C. Leon brought up the possibility of reopening the sauna. There was prior vandalism done to the unit in the past. The Board decided to table this issue right now but would like S. Elmore to see what the cost would be to install a camera outside of the sauna.
- J. Butera wanted to know if the Village offered a check to see if there is water consistently running in units. S. Elmore will contact the Village and ask.

Open Forum-

- **John Uveges, 125103-** Owner stated they updated their census cards but received no email blast regarding the census. They received the email blast about the meeting date change but nothing on census. They also have not received any information about changing the door locks. S. Elmore stated they have two email addresses listed on file he will look into the email blast. He stated that if they have a problem and cannot get it resolved you can email him.
- **Kristen Hoffman, 209304-** Owner stated she came at 6:00 per the post on the bulletin board. S. Elmore apologized and stated that was an error and he will make sure all the post will get changed and he will send out an email blast. Owner stated that people that live on the first floor are shoveling through the grass so they can walk out their patio. The Board stated that technically the patio is not supposed to be used for ingress or egress. The Board stated that if you see this occurring then report the unit to management and they will take care of it. S. Elmore stated he will watch out for it. Owner also wanted to know if it was legal to be sending mail to all the residents about selling your parking space. The Board stated it is a mass mailing and only to current residents and is allowed.
- **Leo Mukahirn, 124301-** Owner stated that he also never received the email blast about the door lock change. The Board stated they would discuss the lock issue in executive session.
- **Magda Showron, 120112-** Owner stated that when someone does laundry he has water back up in his kitchen sink. S. Elmore stated he will have Agua come out and rod the main lines and laundry room lines.

Adjournment-

Motion – Motion by G Jenkins to approve adjournment of the regular meeting to executive session at 8:25 p.m. Seconded by G. Damore. Unanimously approved. Motion carried.

Respectfully Submitted – EPI Management Company, LLC