

TREVI AT THE GARDENS HOMEOWNERS ASSOCIATION INC.
BOARD OF DIRECTOR'S MEETING MINUTES

Friday, December 13th, 2019 at 6:30pm

Bill Abelkop Residence – 4589 Mediterranean Circle

Call meeting to order: Bill Abelkop called the meeting to order at 6:37pm.

Establish a Quorum of the Board: Those Board Members present to constitute a quorum where: President, Bill Abelkop; Vice President, Jeffrey Gorfido; Treasurer, Pamela Metz; Secretary, Mohammed Haji; and Director, Andrew Filipowski. Andrea McMinn, LCAM, Property Manager with Advantage Property Management was also in attendance. Approximately 5 members of the community were in attendance.

Review prior Minutes and approval: Prior meeting minutes were not reviewed or approved.

Financial Report:

- The Board reviewed the 2020 Adopted Budget. One item under review is the security contract for approximately \$14k. Jeff and Management didn't think it was an obligation for the HOA to provide the service since it wasn't in the Trevi documents. The Board and members present discussed potential insurance rate increases if there isn't a security system.
- Pam asked about Janitorial and Bill explained it included the pool area, dog stations, etc. Bill discussed going through all the contract and putting together a schedule of dates.
- Assessment payment frequency was brought up as a concern to the board due to the delinquencies in the Association. Management explained that the documents allowed quarterly or monthly but didn't recommend allowing both to the community. One suggestion was to keep quarterly assessments but allow those who may struggle with this payment to pay monthly as a payment plan with approval from the Board. This would be on a case by case basis. Bill asked about the attorney's fees for collections and management explained that the late letter includes verbiage to the homeowners that they are attorney's fees if they do not comply.

Old Business:

- Open Task List
 - Illuminations had an outstanding bill for work done at the entrance. The prior board, prior to the annual meeting, agreed to pay the past due balance and then follow up with the city/county regarding the damage done when they were working on the drainage.

- Fountain motor replacement – Bill spoke with Andy from Allstate Resource Management. He noted that there is a recharge well that was installed in the past that was supposed to fill the lakes when they are low. The Board reviewed proposals for repairs/replacement for the fountains. One was to replace the motor and clean the jets in the north fountain and the second was to clean the jets in the south fountain only. Andy discounted the cleaning of the jets in the north fountain if it was done during the motor replacement. Bill made a motion to approve the proposal of approximately \$3200 for the motor replacement and jet cleaning of the north fountain. Mohammed seconded the motion and all approved.
- Bathroom latches – Kathy (prior board member) explained that there needs to be latches inside the bathroom doors because anyone can walk in at anytime if they have a key. Bill stated he would purchase and install the two latches.
- Concrete at bridge area – Management is obtaining proposals for replacement and asking contractors to evaluate the situation regarding the erosion under the bridge.
- Decals for gates – Royce integrated can now program the window stickers for the gate. Bill spoke to a representative at Royce and they explained that Trevi will need a new system because if the reader breaks it cannot be replaced.
- Refurbishment of Pool furniture – umbrellas and tables need to be replaced soon. This is a reserve item and will need to be addressed in the near future.
- Property Appraisal – Bill asked that I obtain a quote for the property appraisal.
- Roof Replacement – Bill provided a spreadsheet of estimated roof replacement cost. I recommended to update the reserve study to get the costs of roof replacement and painting the buildings. I explained how they could partially fund the reserves if they were to raise significantly.

New business:

- Jeff suggested that we revise the Sale/Lease application because there is too much information on the application that could lead to identity theft.
- Jeff suggested that our documents be amended to add restrictions such as background checks and have the ability to deny applicants for specific reasons.

Adjournment of meeting: There being no further business to discuss, Jeff made a motion to adjourn at 8:37pm; Pam seconded; all in favor.

Next Board Meeting: The next Board meeting is tentatively scheduled for Thursday, January 16th at 6:30pm at Bill's home.