

Chelsea Oaks Homeowners Association Inc

Board Meeting Minutes

July 20, 2022

Opening

The regular meeting of the Chelsea Oaks Homeowners Association Inc was called to order at 7:10 pm on July 20, 2022 by President of the Board Nancy Craig. A proof of notice was completed previous to the start of the meeting and the board established a quorum for the meeting.

Present

Board Members that were in attendance were: Nancy Craig, Bryan Bishop, Teri Martin. Christina Kelly from Ameritech was also present.

Approval of Minutes

The minutes of the previous meetings were talked about and then a motion to waive the reading of the Board Meeting and approve the minutes that took place on June 15, 2022 minutes was made by Bryan. Teri seconded the motion. A vote was called, motion was voted on and passed 3-0.

Legal Update

Dan stated the reply brief was filed and waiting for the court to set a date for oral argument. Mr. Pilka did speak with COM's lawyer Mr. Miller several times and did submit a counteroffer back to Cassidy to review. If offer gets accepted, a meeting would have to be called and the majority of the homeowners would have to approve the offer and amend the articles. Dan stated that there are still ongoing discussions taking place. (Chelsea Oaks Management Company, et al. v. Chelsea Oaks Townhomes Case No: 2018CA-003149-0000-00). If anyone has any further questions to reach out to Dan Pilka by phone. His Brandon office number is (813) 653-3800 and his Lakeland office number

is (863) 687-0780. You can also email Christina Coffey at Ccoffey@pilka.com or call and ask to speak to Shirley.

Financial Update

There is petty cash of \$300.00 being held on the property to be used to pay for minor bills that come up during the month.

The Operating Account currently stands at \$166,598.21. The Reserves currently has a balance of \$163,974.34. A check has been made to Lowes for \$26,437.00 for the last of painting that was completed. Once that payment clears the bank we will be left with \$137,536.00 at the end of the month. Still pending payments are sprinkler head work, sprinkler monitoring, pothole repair, and storm drain repair. Those will come out at a later date.

The audit company is waiting on more information so they can conduct the full audit.

There were four roofs called in and all of the work has been completed on them. The invoices are pending and will come out of the operating fund.

Old Business-

a) General Maintenance

1) Building Paint Project # 3-

The project was completed last week. There are a few little issues that need to be corrected. Chris will contact Jim to see when all of the corrections will be completed. The final payment has not been sent out for this project yet. The payment will be paid toward the end of the month.

2) Treadmill-

The new treadmill has been placed into the clubhouse.

3) Storm Drains

Scott Hood will be providing the board with a quote on the fence posts that need to be added to the concrete. This secures the hole.

4) Vents

The vents still have not been corrected yet. Chris will contact Lowes to find out when they will complete this work.

5) Tree Service Additional Quotes-

The board received two quotes for the tree trimming. The board now has a total of three quotes to compare. There was a discussion about the quotes. A motion was made by Bryan to **approve** the quote provided by Florida Green Lawn and Tree Service do the yearly tree service. The motion was seconded by Teri. The motion was voted on and passed 3-0.

6) Irrigation Maintenance

There is no update to provide at this time. Florlawn is currently working on the pending issues that have already been identified and put in motion to repair. Once this work is completed, they will be reached out to for quotes for lawncare issues such as mulch and other items.

7) Clubhouse Access upgrade

The cost for the upgrade will be \$3,830.00. Chris contacted Gate Tech Inc to go over the quote and get additional questions addressed. The project will move forward. A form will go out to confirm how many cards they have. This was approved last month.

8) Cincweb

This was approved last month. This project will take two week to complete once we want start moving ahead with the project. The plan is to have a little overlap from shutting down the old system and the start of the new system. We will wait for Bernadette to return so all of us have a chance

to talk about how to move forward with the upcoming system change over.
By January 2023, the old site that we currently use will no longer be used.

New Business-

1) Paint Project #4

29 Buildings completed

24 Buildings remaining

There was discussion about having another round of painting. Also spoke about possibility of doing some roofs. A motion was made by Bryan tabled this project until next month so that more board members could provide some feedback on the projects. The motion was seconded by Teri. The motion was called for a vote and passed 3-0.

Open Discussion

There was discussion that took place about lawn maintenance and other items.

Adjournment

Bryan made a motion to adjourn the meeting. Teri seconded the motion. The meeting was adjourned at 8:07 pm by Nancy Craig. The next board meeting will be on August 17, 2022. They occur every month on the third Wednesday.

Minutes submitted by: Karl Miller

Secretary

Chelsea Oaks HOA Board of Directors

Approved by: Name