

# **PINESTONE AT PALMER RANCH ASSOCIATION, INC.**

## **BOARD WORKSHOP MEETING MINUTES**

**April 9, 2019**

### **CALL TO ORDER MEETING:**

Sandy Keir called the workshop to order at 10:00 a.m. in the Pinestone at Palmer Ranch Clubhouse, 4255 Players Place, Sarasota, Florida. 34238. Debbie Fulton, CAM, CMCA, AMS, PCAM, Association Manager, kept the record of the meeting.

It was announced that notice of the meeting was properly made to all parties and notice was properly posted in advance of the meeting. Directors present at the meeting were Sandra Keir, President; Suellen Coito, Treasurer; Paul Bourassa, Director; Janet Herbert, Secretary, Rocco Longo, Director; Bob Collister, Director and Bob Packee, Vice President. There was a quorum of the authorized number of Directors of Pinestone at Palmer Ranch Association. Also present were 27 owners and Debbie Fulton, CAM, CMCA, AMS, PCAM, Association Manager.

### **CONFIRMATION OF A PROPER MEETING NOTICE**

The notice for the workshop meeting was posted and delivered to each member of the Board in accordance with the Bylaws of the Association and the requirements of the Florida Statutes.

### **New Business:**

#### **Discussion Items:**

**Discussion of Additional Lane at Front Entry** – There was extensive discussions of the addition of an additional entry lane. The discussions included the costs to add the lane as well as safety factors.

Bob P, presented how we got here, with the analysis of two alternatives being safety service and costs. After looking at the high bids to pave last year it was determined we had to do something. The final bid this year had items to lower the overall costs. Many owners had requested the second lane. At the September 11<sup>th</sup>, 2018 workshop there was discussion and at the September 29<sup>th</sup>, 2018 workshop the Board met with Rapid Security, Ralph from Karins Engineering. Gary Engelgau, led the meeting where RSS came with alternatives for the additional lane as well Ralph from Karins had one alternative. There was coordination and Ralph drew up a proposal for the new entry. The board has had these plans since November of 2018. On December 18<sup>th</sup>, 2018 the Board approved the engineering and in February of this year the paving bids were received, including the additional lane and cut out for the turn around. The bid chose was below the budget numbers. Ralph from Karins Engineering is currently working on contract. Earlier this month, Gary Engelgau, had comments, and the board appreciates them but not the timing. The Facilities Committee met last Friday, and in the afternoon there was an email forwarded by Debbie from RSS to Gary and myself. So the alternatives at this point are to do nothing or to mill and resurface the interior portion of the paving. We will have vehicle backups at call box as there is no other alternative to the entry. Backups will continue. If lane is added, it would take away McIntosh vehicle backups, though there could still be backups at the call box. With the addition of the second lane the Owners would have their own entry lane. This is a plan that was requested by owners, designed by Karins and coordinated by myself. Unfortunately Pinestone's is stuck with a retrofit, which will never be perfect.

Analysis.... Safety, do nothing and traffic will still back up McIntosh at the right and left turn lanes. Traffic will continue to grow. Adding a lane you could possibly have a 5-10 mile per hour accident. The level of service would be increased if the second lane is added. Costs... do nothing, \$15,000 increase in the paving costs; add the lane for approximately \$45,000, which is approximately a \$30,000 difference.

Paul thanked Bob P for his work and presentation. Everyone on the board concurs on the work and proposal to add the additional lane. Rocco feels there now is a discrepancy as to where the project was 3-4 months ago and where we are now, as there is now disagreement of residents for the addition of the lane. Rocco feels there is a third alternative; we can do the paving, then take a wait and see approach on the additional lane at the gate. The price could be doubled to do the lane at a later time. Would like solutions from owners as well, or do nothing and wait. Paul advised he was originally skeptical but now would vote in favor of the lane. Janet agreed. Rocco residents to the right others would come in at call box. Gate arm at call box would hinder the turn around.

Gary E explained that what Bob P outlined was true, and he was a member when the gate project started and the determined not to run again for the Board and had health issues in January. He was the only member on the Securities committee in 2018 and again in 2019 he is also the only member. He had reviewed with RSS in preparation of the install on January 11<sup>th</sup> and was told by RSS the choke point will also be a dicey proposition unless there were a way to hinder traffic until the gate was free. On April 5<sup>th</sup>, we were told they would have to be sure the headlamp stickers only open the gate after the car had pulled into single lane. He emailed Shannon from RSS and inquired if any other clients have a set up like ours. He still recommended a second lane and a response was sent to the office. Gary now feels the Association should hold on the new lane but keep the turn around cut out at the exit.

There was further discussion of having a second gate arm device at the call box to delay visitors entry if there was an owner using the seconded lane to enter.

Rocco proposed the gate box be installed ASAP. Once online on there should be a One Call to all owners. Should meet with RSS and discuss the concerns of doing nothing, staggered lanes as well as an additional gate arm. We can't delay the paving. Schedule a meeting next week and get install scheduled.

**Update of Fencing and Lighting at the Pool** - Debbie explained the standings with the vendors. There was discussion of the workers compensation (w/c) issue. Jim Tamblyn advised that when we found the vendor had no w/c he spoke to the 2<sup>nd</sup> vendor choice that also does not have w/c. Small companies have exemptions not w/c insurance. Ed Green requested that the install of pool lighting, the pool not be closed the week of April 15<sup>th</sup>, Rob Hoerner advised the pool would not need to be closed as most of the work will be outside the fence.

**Discussion of Change of Landscape Company per Beautification Committee Recommendation** – It was outlined that the committee has the quotes as outlined and distributed in the spreadsheet. The committee would like to wait until the contract with Landwise expires to minimize any issues. The proposed contract from Bloomings is less expensive, will avoid the 3% annual increase and provides additional services. The committee as well has their proposed 2020 budget for the finance committee as well. It was requested that Debbie send Landwise a letter of non renewal 30 days prior to the auto renewal of their contract. Add to the agenda for Tuesday's meeting to vote to cancel Landwise and sign with Bloomings.

**Approval of Committee Charters** – Already approved.

**Discussion Fire Sprinkler Costs** – Sandy advised there was an article in the Patter as well a letter went out to owners (copies on table). There were questions on process. It was noted that for clarification, we cannot take funds out of the reserves as there is/ was not a line for fire sprinklers in the budgets. The special assessment was done to have cash to do the project. Per the attorney determinations, the assessments must be charged as outline in the documents. There was a decision made for all lanais to be done that were enclosed at the same pro-rata share. Had no way of knowing the issues that came with the work. Have to now determine what to access for the overages.

It was requested that the future spreadsheets be dated.

**Update on Patio Sub-committee** – It was noted they have not met again. One unit in building fourteen has uneven blocks and they should be removed. Unit 110 has six blocks and the committee recommends removing and replacing with two smooth stones. There should be a letter sent to advise when stones are going to be removed. Will approve the draft patio guidelines at the next meeting. Should add "or as directed by the board." The Association will also clean annually or as needed. Have cleaned this year and then start annual cleaning in October.

**Discussion of No Meetings in June and August** – There was discussion of Bob P's proposal to not have meetings in the months of June through August. Some felt the meeting should still be kept on the schedule and if there was no business the meeting could be cancelled at that time. There is no forum for members if there is no meeting. Suellen advised that only in the past 4 years were there summer meetings. Consensus was to schedule and then cancel if need be. Add to the agenda to vote at the meeting Tuesday.

**Discussion of Parking Passes** – Bob P felt that when the guard is gone not sure what purpose the parking passes serve. Rob Hoerner feels they do serve a purpose and the Owners should be policing the neighborhood, and some feel more comfortable to advise the office of a car versus a person. Bob P feels we make changes that are reasonable to save time and money. Others felt that there are some people will give codes and rent for less than 3-months.

Should also add the extended pool hours to the agenda as well as the w/c issue for the pool fence vendor.

Bikes in the old racks will be disposed on Saturday. There will be a One Call advising to remove bikes or they will be disposed as well any nonregistered bike will be disposed.

No further business coming before the meeting, upon motion duly made by Paul and seconded by Sandy to adjourn the meeting at 12:00 pm