

PINESTONE AT PALMER RANCH ASSOCIATION, INC.
MINUTES OF ANNUAL BOARD OF DIRECTORS MEETING
January 17, 2023

Call meeting to order: The meeting was called to order at 6:00 PM by Dan Pittaro, manager of Pinestone at Palmer Ranch.

Proper meeting notice: The meeting was properly noticed in accordance with Pinestone at Palmer Ranch bylaws and Florida Statutes.

Determination of Quorum: It was determined there were 183 proxy statements submitted, which was enough to establish a quorum. In attendance were board members Rick Pluese, Rocco Longo, Frank Renda, Marty Port, Tony Fischetti, Brian Fagan, and Pete Sprague. Also in attendance were Bill Sutton, president of Progressive Community Management, and Matt Mercier from CBIZ Insurance.

Approval of meeting minutes: A motion was made by Rick Pluese and second by Marty Port to approve the meeting minutes of the 2022 Annual Meeting held January 18, 2022, the 2023 Budget Meeting of November 15, 2022, and the Special Meeting for the Hurricane Ian Special Assessment of December 16, 2022. The motion passed unanimously.

Owner vote: Dan reported that an impressive 183 proxies were submitted. The carry over question was approved by a count of 175 yes, 6 no, and 2 abstained. The cross utilization of reserve funds was approved by a vote of 142 yes, 40 no, and 1 abstain.

Manager's Report: Manager Dan Pittaro reported on the following items.

- **Owner's portal:** Owners should sign up for the owners portal contained on the Progressive Community Management website PCMFLA.com. Here you can make payments, check your balance, and change your mailing address. It is especially helpful for snowbirds to change addresses when they are in Florida. You can set up or alter autopay for assessments, and make immediate payments on account.
- **New seasonal tenants:** If you are leasing your unit for the season, be sure to submit a rental application and your application fee asap. Remind your tenant that they need to come to the office upon arrival to get a renter's parking pass for their vehicle. All first-time renters must schedule an orientation meeting with me as soon as possible.

And as always, remember that renters are NOT permitted to have pets of any kind.

- **Bike Storage area:** The bike storage area is very crowded. If possible, we ask that all first floor units use their storage locker to store the bikes if they have access. We will soon be doing a purge of the old, rusted bikes that have no identification on them. There were several bikes that seemed abandoned from the old racks that were moved to the fenced in area. If the bike has no Pinestone sticker, it is being thrown away. Please do not give out the gate code to others.
- **Gas grills in pool area:** Please clean off the grills after using them. This should go without saying, but sadly it must be said. There are cleaning brushes on both grills. They should be scrubbed down immediately after grilling, while the grills are still hot. This makes cleaning the easiest. By not cleaning the grills after use, grease builds up on the cookbox. This leads to grease fires which will burn your food. It also causes a premature warping of the cookbox. We have already had to replace one cookbox on a grill that was only two years old, and the second is warped as well. The second grill is only one year old.
- **Guest passes:** As a reminder, ALL guests staying in a unit need to be registered with the office. All guests must have a parking pass on the back of their car. The guest registration form can be downloaded from the pinestone.org website. All cars parked overnight must have a parking pass, which can be obtained at the manager's office.

Guest speaker: Matthew Mercier from CBIZ Insurance was invited to speak to the members about the current state of property insurance in the state of Florida. He gave a lengthy and informative talk about the factors that have caused the big increase in premiums, and what attempts have been implemented by the legislature to bring the crisis under control. I uploaded a copy of his meeting handout to the Pinestone website for anyone wishing to know more.

Announcement of Board Members: Dan said there were four board members whose terms expire, and all four members submitted applications to remain. Since there were no other applicants, there was no need for an election. The board members remained the same.

President's Report: President Rick Pluese said that his president's report would consist of discussing the new business on the agenda.

New Business:

- President Rick Pluese said that COVID shut down many activities at the beginning of 2022. Then Hurricane Ian destroyed much of the landscaping and vegetation in the community. But today we are almost completely back in shape.
- The neighborhood has 20+ year old equipment in service. The most important is the fire risers, which supply water for the fire sprinkler systems. Only two of the assemblies are new. The rest need to be replaced. Each building has a reserve set up to pay for the replacement.
- Another major system that needs to be replaced is the electric panels and meter banks. Building two had a leg burn out and is in need of an urgent replacement. We have the equipment needed and are waiting for FPL to schedule the work. However, there currently is a 52 week wait to get the materials needed to replace the disconnect switches and meter banks in the other buildings. We have ten panels on order to get ahead of the delay. We will keep two for emergencies and replace eight. Then we will order ten more.
- Another thing that is very old is the surface at the bottom of the pool. The work is planned for July. We have three quotes already, and just have to answer a couple of questions.
- CD's have also improved. We are now making 4.45%, and we are buying longer terms.
- The tables on the pool deck are 25 years old and need to be replaced. They are rusted and falling apart, and several have collapsed. We are purchasing 12 tables and eight smaller tables. The cost is \$7,400. They have a warranty of ten years, and should last much longer. Some of the existing tables have shims underneath them to stabilize them, which causes a liability risk. Rick made a motion to approve the purchase of the tables, second by Tony. The motion passed by a unanimous vote.

Questions and comments:

- Dan clarified that the purpose of the carry-over vote was in the event of excess cash left over from the operating budget at the end of the year, carrying the cash over into the next year will avoid the cash becoming taxable income to the IRS. It is on the ballot of every condo association every year.
- An owner asked to define the neighborhood smoking policy. Dan explained that the only places smoking is permitted is inside the unit, inside the lanai, on the front stoop, and in the carport parking space. Those are all considered limited common areas. If anyone is smoking in these areas, there is nothing that can be done to prevent it. Smoking is NOT permitted on the patios. If anyone is smoking on their

patio, let Dan know and he will take immediate action. The same rules apply to contractors, who often hop in their trucks to grab a cigarette.

- The recycling policy was questioned. Rick said Waste Management threatened to fine Pinestone if we continue to put paper in with the other recycling. They have no place to store it or sell it. People are also putting trash in with the recycling, which could result in a fine.
- The question was asked if the neighborhood is covered by insurance now, and will be covered by insurance in the future. Dan said we presently have \$47 million dollars of coverage, and we will definitely have coverage in the future. The state statutes require all neighborhoods carry coverage. The condo insurance went up \$59,000 in 2022 and \$83,000 in 2023. Combined it amounts to nearly a 50% increase in cost in two years. Matt Mercier said positive steps are underway in Tallahassee, and hopes the market will improve in the near future.
- The question was asked how much of the monthly assessments are to pay for the insurance. Rick calculated the cost at \$77.68 per month per unit to pay for the insurance package.
- Dan said that each building already has enough money in reserve to pay the cost of replacing the fire sprinkler risers.
- Dan lastly said Piper Fire Protection will be doing the fire sprinkler system annual inspection during the first weekend in February.

Meeting adjourned: The motion to adjourn was made by Rick Pluese and second by Marty Port and was passed unanimously. The meeting was adjourned at approximately 6:50 PM.

MINUTES OF ANNUAL BOARD OF DIRECTORS ORGANIZATIONAL MEETING

Call meeting to order: The meeting was called to order at 6:51 PM. It was determined earlier that the meeting was properly noticed and that there was a quorum.

Election of officers: The following was the result of the election of officers.

- Rick Pluese was nominated to be president by Rocco Longo and second by Brian Fagan. He was unanimously approved and agreed to accept the position.
- Rocco Longo was nominated to be vice president by Rick Pluese and second by Marty Port. He was unanimously approved and agreed to accept the position.

- Peter Sprague was nominated to be treasurer by Rick Pluese and second by Frank Renda. He was unanimously approved and agreed to accept the position.
- Marty Port was nominated to be secretary by Rick Pluese and second by Frank Renda. He was unanimously approved and agreed to accept the position.
- Tony Fischetti was named First Director, Frank Renda was named Second Director, and Brian Fagan was named Third Director.

Meeting adjourned: The motion to adjourn was made by Rick Pluese and second by Brian Fagan and was passed unanimously. The meeting was adjourned at approximately 7:03 PM.