

SURFSIDE III CONDOMINIUM ASSOCIATION  
 OPEN AGENDA MINUTES  
 SATURDAY, FEBRUARY 9, 2019

**OWNER'S QUESTIONS**

Each homeowner wishing to make comments to the Board is required to sign in prior to the start of the meeting. The comments will be taken in turn during the Open Forum and the homeowner will be given 3 minutes to speak. Comments may or may not be addressed by the Board at that time. Homeowners may not give their time to another homeowner.

1. **CALL TO ORDER**                      10:11 am  
 Andy Santamaria – President - present  
 Randy Stokes – Vice –President - present  
 Page LaPenn – Treasurer - present  
 Lya Findel– Secretary - present  
 Carol Falin – Director – present - left at 10:30 am  
 Jill Kaopua – Assistant Property Manager - present

**EXECUTIVE SESSION SUMMARY** – Issues discussed were architectural violations with two owners, office procedures, extension of one-year Marquez Termite and Pest Control contract for \$5,190/year with additional treatment cost/unit ranging from \$85 to \$300.

**GUEST/PRESENTATION** - None

2. **OPEN FORUM**
3. **EMERGENCY ADDITIONS TO AGENDA** - None
4. **CONSENT AGENDA** – Andy Santamaria moves, Randy Stokes seconds, to approve the Consent Agenda. Motion passes 5-0.

	Amount	Vendor	G/L	Description	Approved
1.1	\$ 1,290.00	Ocean View Plumbing	87000	Preventive Maintenance	Per Contract
1.2	\$ 3,888.00	Donlon Plumbing	87000	Replacement of Pipes	Per Contract
1.3	\$ 1,075.00	Bill Davis Drywall	87111	Leak in Water line	Emergency Repair
1.4	\$ 1,577.34	ASR Property Restoration	63000	Repair from Roof Leak	Emergency Repair
1.5	\$ 2,375.00	Superior Restoration	63000	Mold Remediation	Emergency Repair
1.6	\$ 6,000.00	Monreal	63000	Water Damage Repairs	Emergency Repair
1.7	\$ 5,000.00	Monreal	63000	Water Damage Repairs	Emergency Repair
1.8	\$ 4,215.00	Natural Green	87600	Tree Trimming	Per Contract
	\$ 25,420.34				

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5. **COMMITTEE REPORTS**
  - Beautification Committee – Report by Lynn Santamaria provided.
  - Budget Committee – No report
  - Enhancement Committee – Report by Lynn Santamaria provided.
  - Rules and Regulations Committee – No report
  - Welcoming Committee – No report
6. **OFFICER REPORTS**
  - President –
    - Discussion on Special Assessment estimated to be \$120.00/unit to provide funds to clean the dryer ducts in the units. Randy Stokes moves, Lya Findel seconds, to proceed to issue a Request for Bids for the work to clean all the dryer ducts in the complex using Operations Funds,

reimburse the costs incurred by those owners who had their dryer ducts cleaned by a professional firm in the last year provided that appropriate receipts are submitted, adjust the COA budget starting at the next budget cycle to collect sufficient funds to clean the dryer ducts every four years. Motion passes 4-0.

- Discussion on SB 2912 provisions requiring the Board or a two Board Member Committee (Treasurer and one other Board member) to review the financials on a monthly basis and that the review be ratified by the Board. Page LaPenn moves, Lya Findel seconds, to provide that the Board will ratify the financials at each monthly Board meeting. Motion passes 4-0.
- Discussion on updating the Water Damage and Mold Policy which was effective October 2014 – Randy Stokes moves, Page LaPenn seconds, to proceed with the Rules Change Procedure for updating the Water Damage and Mold Policy. Motion passes 4-0.
- CC&R's Update – Page LaPenn moves, Lya Findel seconds, to move the meeting date for the opening of the CC&R ballots to April 13, 2019 at 10:00 am and to extend the deadline for the receipt of the mailed ballots to 5:00 pm April 12, 2019. Motion passes 4-0.
- Vice-President –
  - Discussion of appointment of a Collector of Ballots – Randy Stokes moves, Lya Findel seconds, to appoint, Mr. Parliamentarian, James Stewart, as Collector of Ballots and Inspector of Elections for any and all secret ballot elections or votes of the Association during calendar year 2019, except and unless otherwise determined by the Board. Motion passes 4-0.
- Treasurer –
  - Financial Update – Page LaPenn moves, Lya Findel seconds, to ratify the January 2019 financial report including the check register, general ledger, and delinquent assessment receivables. Motion passes 4-0.
- Secretary –
  - Newsletter – Article submittal deadline is February 25<sup>th</sup>.
- Director – No report.

7. **ARCHITECTURAL APPLICATIONS – REVIEW/APPROVAL/DENIAL**

- 657 Reef Circle – Smart Lock Installation – Lya Findel moves, Page LaPenn seconds, to approve the installation of the Smart Lock if the lock and the combination of the lock is provided to the Office. Motion passes 4-0.
- 677 Bluewater Way – Security Screen Door – Randy Stokes moves, Lya Findel seconds, to deny the installation of the Security Screen Door since the color Almond does not meet the Architectural Application criteria. Motion passes 4-0.

8. **LIENS - 4 Owners - \$8,837.07 Total – Andy Santamaria moves, Page LaPenn seconds, to proceed with the issuance of the four liens totaling \$8,837.07. Motion passes 4-0.**

9. **NEXT MEETING – The next meeting will be held at 10:00am, March 9, 2019 in the Clubhouse.**

10. **MEETING ADJOURNED – Andy Santamaria moves, Randy Stokes seconds, to adjourn the meeting at 11:29 am. Motion passes 4-0.**

A. Santamaria