

INVERNESS VILLAGE CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS
WEDNESDAY, MAY 15, 2019, 5:00 PM – CLUBHOUSE
MINUTES

Call to Order

- Present: President James Marzullo, Vice President Phyllis Helt, and Treasurer Dianne Booker.
- Absent: Secretary Joyce Kirk & Director Fred Grisel
- Called to Order by President James Marzullo at 5:00PM
- President Marzullo led with the Pledge of Allegiance

Proof of Meeting Notice

- Meeting notices posted on the official boards located at the Clubhouse Bulletin Board and Office/Pool Bulletin Board.
- Notices were also placed on the boards in all 13 residential buildings by community volunteers.

Approval of Minutes

- Community Manager Jarrod Cruz read the previous meeting minutes
- Treasurer Dianne Booker moved to approve the minutes; Vice President Phyllis Helt seconded. Minutes approved.

Community Manager's Report

- Community Manager Jarrod Cruz provided a brief report of the activities over the past month, including the bids that will be reviewed, discussed and voted on at the meeting.
- CAM Cruz provided the accounts receivable reports from all homeowners for the board to review.
 - CAM Cruz will meet with Treasurer Dianne Booker to review all accounts for accuracy before sending any past due notices to homeowners.
- CAM Cruz provided the open violations letter report.

Reports of Officers & Committees

- No reports

Old Business

- Special Meeting on Reserve Funding Transfer on June 5th

- President Marzullo provided explanation for the special meeting to move \$50,000 from the asphalt reserve account to the pooled reserve account.
- President Marzullo indicated that the asphalt reserve account is fully funded to provide for the sealing every 5 years for 20 years until a resurface is needed. Moving the \$50,000 would provide for the needed repairs and maintenance that can be used from the pooled account for the most immediate needs.
 - Question and Answer period took place from homeowners seeking clarification.
- Independent Roofing Report
 - CAM Cruz provided an overview and summary report to the Board of Directors that indicated the most immediate needs.
 - CAM Cruz indicated that the report shows the condition status of the Primary (Flat) Roofs, Mansard Roofs, Vents, HVAC units, and Gutters. The summary includes attention to Buildings 9 & 11 Flat Roofs and Mansard Roofs for Buildings 5, 6, 13.
 - CAM Cruz also pointed out that most all of the vents show severe rotting and needs immediate repair and that all HVAC units on Building 1 and several throughout, but also Building 9, indicate many HVAC units are not mounted to building code. Board directed CAM Cruz to seek bids on the roofs, vents and HVAC units.
 - Question and Answer period took place from homeowners.

New Business

- New Office Clerk Victoria Costa
 - Welcome to the new Office Clerk. Her hours will be 4-5 days a week in the office from 9:00am-12:00pm.
 - Clarification from homeowner on the hours took place.
- Architectural Review Committee Applications
 - Walkway: The walkway diagram was provided to the board for review. The ARC Committee reviewed and made recommended changes. President Marzullo presented the design to the homeowner and he accepted the changes presented.
- 55+ Adult Community Status Renewal
 - The letter to the Florida Commission on Human Relations was submitted to the board for review and signed by President James Marzullo. The letter will renew the IVCA 55+ Housing for Older Persons status with the State of Florida.
- Grounds & Maintenance
 - Building 1 Smoke Test: Residents within the section of building 1 were notified about a smoke test that was conducted over the past week to determine a possible crack/leak in a unit where bugs can enter from the sewer pipes and into the individual units. The test was successful at identifying the unit and determining that the cause was an old toilet ring.
 - Vice President Phyllis Helt recommended that all owners take a look at their own rings for deterioration and recommended replacing them in the future as they may be original to the building.
 - Grounds Chair Tom Smith commented that you can determine a replacement if the toilet rocks back and forth.

- Vice President Phyllis Helt recommended that a letter be drafted to all building 1 owners notifying them of the status report of the findings of the smoke test.
 - Sewer repairs
 - JM Plumbing was on-site to make some repairs to the sewers where roots has grown into them. These were cleaned out and repaired.
 - Citrus County Mosquito Control Fogging
 - A report of mosquitos around the pool was made and CAM Cruz contacted the local mosquito control to fog areas around the pool. No breeding areas were found during the initial visit, but they did fog areas where water was sitting and around the back-field area where they may breed.
- Lawncare Maintenance
 - The board considered bids from the following: All That by Scott Knowles, CEPRA, Lawn Enforcement Agency, Faubricio Leiva Lawn Service, and FWS Enterprise LLC
 - Vice President Phyllis Helt motioned to make the ceiling at \$68,000 for max consideration of a company to go with and give everyone the opportunity to bid and submit additional information. Motion seconded by Treasurer Dianne Booker. Motion passed.
- Gutter Cleaning & Repair Bids
 - The board considered bids from the following: Premier Home Solutions, Pro Pressure Clean, MD Seamless Gutters, JLH Tree Service
 - Discussion was focused on finding a company that can serve our immediate needs, even if it costs more right now, then find one to maintain the gutters.
 - Vice President Phyllis Helt motioned to approve M.D. Seamless Gutters with the replacement to building 5 gutters as recommended in the bid. Treasurer Dianne Booker seconded. Motion Passed.
- Termite Bond
 - The board considered bids from the following: Massey Pest Control Services, Florida Pest Control, JD Smith Termite & Pest Control, Bray's Pest Control.
 - After discussion and clarification questions, Vice President Phyllis Helt moved to approve JD Smith Pest Control. President James Marzullo seconded. Motion passed.
- Community Association Cleaning Service
 - The board considered bids from the following: Squeaky Clean, First Class Cleaning Services, Cleaning Concepts.
 - Discussion focused around Cleaning Concepts and understanding the scope of the work. The board asked CAM Cruz to review the scope and understanding with the company before moving forward.
 - No motion was made to consider and tabled until another meeting.
- Tree Removal & Trimming
 - The board considered bids from the following: JLH Tree Service & USA Tree Service (1 Tree).

- The board discussed the needs for the tree trimming and removal. The board requested that CAM Cruz get another bid from USA Tree Service for the entire work for the community.
- No motion was made to consider and tabled until another meeting.

Announcements

- Open floor conversation with homeowners and the board occurred.

Next Board Meeting:

- Wednesday, June 19th 5:00pm Clubhouse

Adjournment

- Motion to adjourn the meeting at 6:40pm by President Marzullo. Seconded by Vice President Phyllis Helt.