

PENTHOUSE GREENS BUILDING C
BOARD MEETING MINUTES
August 9, 2024

Board Present: ☒ Melissa Segrc ☒ Dave Penrod ☒ Robin Bean ☒ Robert Hochella

Property Managers present: Ben and Heather Commons

Owners Present: Mary Millan, Lois Warbington, Brian Warbington, John Wenrick, Janet Duchai, Jo Nelson, Walter Lehrer, Don and Maria Ware

Call to Order: 6:33pm By: Melissa Segrc

1. **Minutes of last meeting**: Motion to Waive the last meeting minutes made by: Dave, Seconded by Robin. Approved: 4-0

2023 Annual Minutes will be read at the next annual meeting scheduled later this year.

2. **Treasurer's Report**:

Operating Balance	- \$65,149.92 (Interest paid to date: \$3.35) – Balance as of 8/9/24
Reserve Balance	- \$47,755.80 (Interest paid to date: \$1.92) – Balance as of 8/9/24
Prepaid Maintenance Fees	- \$12,044.76
Painting	- \$2,706.36
Roof	- \$31,121.49
Paving/Sealing	- \$3,058.45

Discussion:

Pooling the Reserves - membership vote will happen at the next annual meeting.

Once we collect part 2 of 2 of the Reserve Assessment after 09/01/24, then \$21,739.00 will be transferred out of our operating account into our reserve account.

Acceptance Moved By: Robin, Seconded by Dave. Treasurer's Report Approved (4-0)

3. **Old Business**:

Dryer Vent Cleaning: April 12, 2024 (Completed) with Ductz of Tampa Bay - 25 out of 30 units were cleaned with no issues – This was at \$25.00/unit. In addition, all roof vents were also cleaned out. Total Cost was \$1,915.00. It is recommended that this process be done every 2 years.

Fire Alarm Inspection: July 12, 2024 (Completed) Some issues have been found that we have failed on. They provided a Discrepancy Report – All are "Exterior" issues – Cost for the fire alarm inspection was \$417.30. However, they have provided a quote to repair the deficiencies. Two (2) pull stations need to be replaced. Three (3) Heat Detectors did not recall. What this means is that this is controlled at the fire alarm panel and what should happen when there is a "recall", the elevator door should drop to the first floor and the elevator doors should lock so that no one uses the elevator during a fire and/or when the fire alarm goes off. The Smoke Detector in the Elevator Equipment Room didn't recall. This too needs to be corrected.

PEGRA Assessment: As you all know, the first PEGRA assessment of \$100 was due in June and an email was sent out recently as a reminder that the remaining \$200 will be due on 09/01/24 along with an explanation of where this money is being used.

Reserve Assessment: The 2nd half of the Reserve Special Assessment will also be due on 09/01/24. You all should have the instructions and schedule originally sent out. If you don't, I can either email you or drop off a copy at your door. Just let me know.

Delinquencies: Foreclosure Liens: (2 units) Unit C224 (Wenrick, John)
and C223 (Jones, Brad and Leah)
Both have caught up on their payments
No delinquencies are reported – everyone is current now

4. **New Business**:

- A. NEW Property Manager Intro: Leading Edge C.A.M. (New Pilot Program Discussion: Impact to Florida Condo Associations) and Transition
- B. Hallway Maintenance – We are asking that those who can vacuum and/or sweep their hallways, please do so. Maybe take weekly turns between you and your hallway neighbor. Dave Penrod has been blowing out the hallways, but we are asking for ownership participation in cleaning your individual hallways. If you absolutely cannot do it for whatever reason, please let me know. I would imagine most can since I assume you clean your homes inside. It takes 5 minutes.
- C. Palm/Oak Tree (Quotes) Trim/Removal

Regional Landscaping \$3,995.00 (Dustin, President)
The Tree Feller - \$4,850 (Mitch Feller) (does not include oak tree trimming)
- D. Carport Repairs (Quotes) Dave – Explain Issues

Affordable Aluminum – Repair \$2,085.45 (but would not stop the overall leaking)
Replacement of Carports \$87,659.91

Pyramid Aluminum – Repair \$3,087.00 (2 carports, snap pans together, add screws where coming apart, caulk and patch holes, all white in color)
Replacement of Carports \$226,347.00

5. **Owner Discussion (Open for Comments)**:

Maria Ware brought up that owners should be cleaning their own hallways and take pride in our building by cleaning around the building as needed. We currently have Dave Penrod cleaning around our building without charge and because he wants to be nice and save our association money. We are saving approximately \$4,800 a year by having Dave maintain the grounds.

Dave brought up the dog walking on the golf course. He mentioned that they gave us permission to use the golf course only after the flags/pins are removed for the day.

Melissa brought up the violation fees set up in the rules and regulations, but we need to set up a violation committee. Three (3) members are required to set up this committee that are not a spouse of a current board member and they need to be duly appointed.

Heather brought up that they will get a website set up for our association and all the information will be uploaded and accessible to all owners.

6. **Adjourn**: Moved by: Robin, Seconded: Bob, Passed (4-0) at: 8:02 p.m.