

Cresthaven Condominium Townhomes Section 5, Inc.

2638 Gately Dr E #135, West Palm Beach, FL 33415

Phone 561-439-7472 Fax 561-439-9992

E-mail gatelytownhomes@bellsouth.net

Meeting Minutes

February 15, 2017 at 7:00pm

APPROVED

At 7:05 pm the meeting was called to order by Linda Walsh. Those present were Marie Tiberio, John Allen and Velynda Baker. Marco Capo and Frank Gueits were absent. A Quorum was established. Beverley Jameson, LCAM and Peggy Martin, LCAM from Sea Breeze CMS were also present.

John read the prior minutes from January 18, 2017. Linda made a motion to approve them as read, John seconded it and all in favor.

Presidents Report was given by Linda. A meeting at Sea Breeze CMS is scheduled the following week with the bookkeeping department to review the accounts and become more familiar with the accounting process. A discussion was had on past due accounts. Linda made a motion to pursue collections on all past due maintenance amounts, Velynda seconded and all in favor.

New, Unfinished and Old Business was discussed:

The Insurance claim is ongoing and getting closer to an end. Next month there will be a progress report.

The loan was refinanced and the smaller loan was paid off. The larger loan was discussed and the possibility to renegotiate from 6% down to 4.25% which would save the Association over \$30,000.00. Velynda made a motion to approve the refinancing providing the costs to refinance would not exceed \$2,500.00. John seconded and it and all in favor.

Termite service was discussed. All units will have to make themselves available to be open for inspection. Proper notices will go out and the Manager will coordinate the date and schedule for this work to be done. Velynda made a motion to approve Acreage Environmental Services with the total of the contract to be \$4,020.00 for the inspection which is to include the clubhouse. This also comes with a one year warranty. In addition if they find any termites it will be at a cost of \$200.00 per unit. This cost will come from the Association and not the individual homeowner. They have asked that the inspection be set up as soon as possible since most owners are present.

Wind mitigation was discussed. The last inspection was in 2007. This Wind Mitigation Inspection proposal was presented which will be a savings on the insurance to the community. Marie made a motion to approve, John seconded it and all in favor.

Roofs as well as the ongoing issues were discussed. This needs to be investigated further as to who is liable for any continually leaks. There are some questions as to it being a roof warrantee issue VS a plumbing or individual A/C issue. More needs to be reviewed and the Manager will be looking into the issues and report next month.

Club house rentals were discussed. It was decided to review the old policy's guidelines and to discuss those at the next meeting as well as any changes needed. In addition there is never cash to be dropped off at the club house nor in the drop box. Checks only are accepted for club house rentals.

Parking Options were discussed stating the documents which state only two vehicles per unit are permitted to be parked within the individual parking areas. There is no overflow parking areas nor are there any areas to park other owner's vehicles as there are two parking spaces per unit. Velynda made a motion to have the two parking spaces, one on each end, at the pool area painted in yellow- No Parking designated on them. John seconded it and all in favor.

Landscape issues were discussed and Linda stated that this has been an ongoing issue. The Manger will be speaking personally with the landscaper and see if they can do a better job, as well as giving them a deadline to obtain Insurance. If this is not completed, bids will be reviewed to retain a new company.

Irrigation bids were presented. Linda made a motion to approve Rick's Sprinklers to do a monthly wet check plus repairs of any broken sprinkler heads according to their bid proposals. This also carries a 30 day out clause if the Board is not happy with their work. Marie seconded it and all in favor.

Backflow was discussed as being needed by March 24, 2017. Manager will look into it and contact the plumbing company to do it.

Owner's survey, and the need to obtain up to date information on all units, was discussed. It was asked that this survey be included with the Notice for the upcoming Annual Meeting to be held in March. The Manager will work on the survey.

Annual Meeting will be held March 22nd at 7:00pm. Notices will be mailed out according to the Statutes. The document's call for a board of 3-9 members. There are 3 current board members that have made their decision to run and who have put in their nominations. They will be selected.

Janitorial services is now 3 days per week. The board decided to keep it at that rate using PRF temporarily to see if more is needed. Linda made a motion to keep it at that rate, Velynda seconded and all in favor.

The flag is looking poorly and the Manager suggested to have the janitor replace it and to donate the old one to the American Legion. This was agreeable.

Homeowners Open Forum was held.

At 8:25pm John made a Motion to adjourn, Velynda seconded and all in favor. The next meeting will be the 2017 Annual Meeting on Wednesday March 22, 2017 at 7:00pm.