

**AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.**  
**OPEN BOARD MEETING**  
Wednesday, March 28, 2012

Board Members present:      Leonard Simmons                      Stephanie Prunty  
   Pat Traina                                      Teva Ostarly  
   Richard Tate                                      Sara Bugbee

Staff present:                      Tim Munch  
   Jeff Adams

Guest:                                      Patrick Smith, JPSO

**I. Meeting called to order at 7:00pm**

PRESENTATION BY DEPUTY PATRICK SMITH, JPSO

Deputy Smith reported there were 9 calls from Audubon Trace to JPSO for service from 28 September 2011 through 28 March 2012. The Trace is a safe community, but there is crime around. Burglaries (2) were due to people not locking their cars and houses. He stressed that we should call 911 if we notice any unusual activity. Also, he informed us of JPSO Sheriff's Citizen Academy – 8 week course, 3 hours on Tuesdays – to learn about divisions of the Sheriff's Department. Homeowners should strongly consider taking this opportunity to learn what to report to the Sheriff's Office. For more information, go online to [www.jpso.com/CitizensAcademy/Schedule.aspx](http://www.jpso.com/CitizensAcademy/Schedule.aspx).

**II. Committee Reports**

- A. Budget/Finance – Teva Ostarly – New financials have added column showing 8 months of expenditures and corresponding Over/Under calculations.

Mary Jo Day (#2406 & #1703) – Wanted to know how much we had in reserve when Katrina hit and have we used it all? Stephanie Prunty responded that we had \$600,000. We now have \$500,000 in the reserve fund.

- B. Architectural/Permits – Sara Bugbee - No new requests came before the Committee.

- C. Community Relations & Social – Pat Traina -

- a. Thanks to Sue Marchal for the good job she had done as chair of the committee.
- b. Next meeting is Tuesday, April 10 at 6:30pm
- c. Will send out new sheet to update contact information and for new sign-ups
- d. "Block Captain" idea – Item will be discussed at the next meeting. There is a concern that there is too much power in the name. Need ideas in making it friendlier. Would like to get idea of what people who don't attend meetings are looking for.
- e. Would like to have a social in May and will discuss this at the next meeting.

- D. Long Term Planning – Richard Tate -

- a. In process of putting together primary plan

- b. Topics for discussion: street repairs; comprehensive landscaping plan; 20-30 year development plan to deal with those issues.
  - c. Next meeting will be Wednesday, April 4 at 6:00pm at Unit #3321. We need new members, so please sign up.
- E. Governance – Stephanie Prunty -
- a. Passed and put into place new Conflict of Interest and Code of Conduct policies.
  - b. Passed and put into effect policy requiring 2 signatures on checks \$5,000.00 and over.
  - c. Tim Munch has copies of these policies.

### III. Property Manager’s Report – Tim Munch

- Buildings 36, 37, 9, 10, 25, 3, 4, 21 & 6 all under regular maintenance and are close to schedule.
- Water main plus 4 other breaks have been repaired. Remember the property is 28 years old and most of these breaks are attributed to trees. Are we going to replace trees? Yes, and no – trees will have to be in areas not directly over water/sewer lines.
- Streets and plantings have been held up by insurance issues. Will work with Budget Committee and revisit streets and planting
- Questions:
  - Hank Marchal (#1904) – Any plans to replace dead azaleas that were planted last year? Tim stated they were hoping to be able to replace those plants. Also, why were azaleas planted under benches in front of “Sales Office” unit? Tim stated the benches don’t belong there. Linda Harang (#602) added, there was a lawsuit 12 years ago to get the benches removed. Richard Smith was allowed to maintain an office and to have the benches. Teva Ostarly added that she would bring up the issue at the next board meeting.
  - Sue Marchal (#1904) – Pertaining to the new trees planted last year on the North Drive, hollies are being overpowered by the Drake Elms. What’s going to happen down the road and will we make the same mistake with future plantings? Tim indicated we will have to wait and see what can be done.

### IV. Election Schedule

- April 22 Board members submit Candidacy Declaration
- May 23 Election notice sent to owners
- May 30 Application deadline
- June 6 Ballot information sent to owners – voting begins
- June 13 “Meet the Candidates” open meeting
- June 20 Voting ends
- June 26 Annual meeting

### V. Flood and Wind/Hail Insurance Coverage

- FLOOD
  - Owners should be aware that should there be a flood, and you have \$250,000 personal coverage on your unit and ATCA has \$250,000 on the building, national flood insurance will only pay a maximum of \$250,000.
  - Tim is talking with State Farm and FEMA concerning this issue
  - Tim strongly urged that owners have flood insurance on their units

- QUESTIONS:
  - Tom Corona (#3012) – Does ATCA Flood cover 2<sup>nd</sup> Floor of building? Tim – whole building is covered 80% of value
  - Susan Santolucito (#3522) - If we are on the 2<sup>nd</sup> and 3rd floors, do we need flood insurance? Tim – Mortgage companies require it.
  - Louanna Schexnayder (#2201) When we have new policies, when are they updated on the website? Tim – When they expire and are renewed then they are posted.
- WIND & HAIL
  - State Farm not covering condominiums anymore.
  - Board & Tim shopped 5 to 6 firms (covering 23 insurance companies) during September and October. Approached Citizens – it will not write over \$10,000,000 per policy. The Board awarded the insurance contract to Eustis Insurance and benefits. The annual premium is \$247,537.50 which was the cheapest bid with “A” rated companies and \$147,000 higher than last year’s premium with State Farm. Discussions ensued as to how to pay for it. Raise condo fees? Assessment? Line of Credit? It is in front of Budget Committee.
  - Pat Traina & Lenny Simmons commended Tim on his efforts. He worked extremely hard and exhausted every avenue to find affordable coverage. We need to contact our legislators regarding the difficulties of finding coverage. We are designated commercial when we should be residential. The State Insurance Department needs to look at condos as residential.
    - Questions:
      - Linda Harang (#602) – CGL policy with State Farm was paid monthly. This policy is paid up front. How is the Association going to pay for the premium? Stephanie Prunty said that the Board voted to make a loan from its reserves to insure that the reserves would be replenished. There would be a 2% interest rate on the loan. Linda questioned the Board’s action on the loan. She wanted to know how are going to bind the loan and how is it going to be reported on the certificate of resale? She recommended that funds for the insurance premium should come out of reserve – there are legal ramifications and mortgage issues with the loan process. In her opinion, taking a loan is a huge mistake.
      - Mary Jo Day (#1703 & #2406) – is concerned about a raise in condo fees. As a realtor, it’s hard for anyone to pay a mortgage and raise condo fees and have an assessment. Owners HO6 homeowner’s policy covers \$1,000.00 assessment fee. We need to try to keep fees down. Stephanie Prunty clarified that the insurance coverage for assessment fees is reimbursable only if there is a claim on a named storm.
      - Lenny stated that Tim is looking at ways to make cuts in expenditures for next year. He will give his recommendations for expenditure cuts to the Budget Committee.
      - Richard Tate clarified that the Board considered borrowing money, pledging reserve as collateral and that should we default, the reserve account would be used.
      - Joe Rotolo (#1501) – His elevation is 8 feet. Could we reduce the cost of flood insurance with new elevation certificates? Tim said

that Tony Bordlee (State Farm) is re-evaluating the property values on each building and we should see a savings on flood insurance premiums.

- Maria Zabalaoui (#707) How can we collect from the people behind on their condo fees? (i.e., help with covering insurance expenses). Pat & Lenny said we are doing everything we can to collect. The Board is very aggressive on collecting condo fees. Delinquent homeowners are fined monthly. The water is cut off after three months of non-payments and a lien is place on the unit.
- Renee Baxter (#502) – Is there a time frame for the assessment and condo fee increase? Lenny Simmons – the Budget Committee is to meet and then present to the board a recommended budget. Pat Traina urged unit owners to stay informed and contact the Board.
- Roma Gibson-King (#406) – felt that Tony Bordlee (State Farm agent) let us down. Tim stated that Mr. Bordlee is only the Association’s agent. It was a corporate decision not to take a \$35 million risk – it was a re-insurance issue – 237 units and 15 acres – no-one wanted us!
- Sue Marchal (#1904) – Is there any way we can legally separate the condominium association? Linda Harang (#602): Legally, no.
- Renee Baxter (#502) – is this assessment every year? Tim: The Board cannot levy a multi-year assessment but it can structure the payment of the assessment over a number of years.
- Maria Zabalaoui (#707) – Are you going to bring this to unit owners’ vote? Lenny Simmons stated that the Board is elected by the homeowners and it is their responsibility to make the decision on assessment or condo fee increases. All members of the Board are homeowners, too, and have the best interests of The Trace and homeowners. Lenny plans to call another Open Board meeting to present the Budget Committee recommendations and get homeowners’ suggestions and input before the Board takes any action on 2012-13 budget.

**Meeting adjourned at 8:30pm.**

Respectfully submitted,  
Sara Bugbee, Secretary  
Unit 207