

Harbor Isles Condominium Association  
c/o: Prestige Property Management  
PO Box 507 Cape Canaveral, FL 32920  
(321) 501-0654

Board of Directors  
Meeting Minutes  
held  
Thursday, August 30, 2018

1. Call to Order: 4:08 p.m.
2. A quorum was established with 5 of 5 Directors present. Rose was present by phone.
3. Proof of Notice: Posted at least 48 hours in advance of the meeting.
4. Acknowledgement of Members and their input on the Agenda Items: Please limit your comments to 3 minutes: None
5. Reading or Waiver of Reading of Previous Minutes: Lee motioned to waive the reading of the minutes from the previous Meeting. Sheila 2<sup>nd</sup> with a note to correct the spelling of culvert in the last paragraph of the minutes.
6. Reports of Officers, Committees and Agents:
  - a. Lee wanted to be sure we were enforcing the restrictions when it came to pets – she has received word that there was a unit that frequently had 2 dogs staying in the unit. Lori was given the unit number and she will send a notice to remind them of the pet restriction.
  - b. Sheila informed everyone that she has updated the website and if anyone had anything they wanted added or if they see something missing, please let her know.
  - c. John read the treasurers report.
  - d. Paulette reported that new cushions were ordered for all the chairs and chaise lounges at the kidney pool. These will have the new fabric as the old stripped pattern is no longer available. A few chairs will also be repaired. Hopefully by next year, all the chairs and cushions at all the pools will have the new fabric. Paulette also wanted to thank Don Berry in Harbor Isles 2 since he volunteered to make the repairs to the pool furniture frames.
7. Old Business:
  - a. Screen Enclosures Update: Shay reported that building 2 went off without a hitch – Building 3, not so good! A piece of balcony edge fell off of unit 322 & 324. This was repaired the next day by Zigmund Contracting and now the balconies will need to cure for a few weeks before they can be painted then have the enclosure installed. They are making great progress and are already at building 7 and they have only been on the property 2 weeks. Unit 325 was found to have installed stamped concrete to the balcony. The owner was notified that 1. This was not permitted and 2. It needed to be removed so that the hurricane shutters

- and the screen enclosure could be removed. The material encased the posts. Lori is having about 1 foot of the overlay removed on Friday and will get a bid to have it totally removed. The unit owner is aware that is the responsibility of the unit owner to pay for.
- b. Elevator Modernization Update: We are waiting to hear back from the consultant to schedule a meeting, which we hope will be next week.
  - c. Bldg. 8 Walkways Update: PPM obtained 2 bid and is waiting for the 2<sup>nd</sup> bid.
  - d. Portable Generator Adoption of Guidelines: Sheila presented the final draft version for the Board to review. Paulette motioned to adopt the rule as submitted. Rose 2<sup>nd</sup>. All were in favor and the rule was adopted. Lori will send to the owners and put a notation of the rule in the Directory.
8. New Business:
- a. Pool Maintenance Bids: The Board reviewed 3 bids for new pool service. The discussed the reason for obtaining bids and they felt that perhaps a meeting with the current service provider would be beneficial. Lori will schedule the meeting.
  - b. Landscape Bids: The Board reviewed 3 bids for new landscaping services. Paradise Lawn was terminated after they failed to attend two meetings and they have not been on site to service the property. They also refused our 30 day notice to terminate which would have put their last day at September 18, 2018 and instead informed us that August 31, 2018 would be their last day. Since the board only received 2 of the bids today, they would like to have time to review them before making a decision. They would like to schedule a Board meeting for Thursday, September 6, 2018 to award the contract.
  - c. Budget: John asked that Lori send her the complete breakdown of units that have received new screen enclosures, so he can adjust his reserve schedule. He would also like to see the seal coating bids to work that into the budget.
  - d. Windows 225: Unit 225 had new windows installed and the bedroom window is a vertical sash, not a horizontal one. The owner was contacted and Lori was able to confirm with the installation company that they made the mistake and they have ordered the correct type. PPM will inspect the window prior to it being installed.
  - e. A unit owner stated that the lakes had green algae. While Harbor Isles 2 manages the lakes, Lori will contact the vendor to have them come out and treat the lakes. She also commented that there were some rust stains on the walkway and walkway walls near her unit #1132. Lori will inspect and have the contractors who are giving bids for concrete work to inspect them as well.
  - f. Paulette would like to have added on an agenda in the near future "construction noise". We have had some complaints of workers starting "very early" in the morning. No rule or restriction can be found in any of the documents the Board or management has. Paulette will research local area codes or ordinances so that one may be formally adopted. Lori will assist her with this issue.
9. Next Board Meeting Date: 9-6-18
10. Workshop Meeting Date: TBD
11. With no further Business to come before the Board, Lee motioned to adjourn the meeting at 5:45 p.m.