

# ARBOR TRACE CONDOMINIUM ASSOCIATION, INC.

A NOT-FOR-PROFIT CORPORATION

1000 ARBOR LAKE DRIVE • NAPLES, FL 34110 • (239) 598-2929

**July 21, 2021**

## **BOARD OF DIRECTORS MEETING**

President J. Sims called the meeting to order at 3:00 p.m. on Wednesday, July 21, 2021. Arbor Trace Condominium Association's Board Members present were, N. Davis, B. Lynch, J. Brock, C. Armstrong and J. Sims, this constituted a quorum.

Staff attending, D. Simpson and J. Whitten

The notice of the meeting was posted as required by the Association's by-laws and the statutes of the State of Florida.

The minutes of May 19, 2021 were unanimously approved.

**The next Board of Directors meeting will be held Wednesday, September 22, 2021**

### **A. Committee Reports:**

Treasurers Report: C. Armstrong, reported the first six months of the year has been very successful, we are within the budget by \$2,000. All the major projects have been completed and paid for. We have nothing outstanding. The water bill is still high, and we are trying to figure out a solution. The 2019 tax return is being amended and we will be getting back over \$7,000. Insurance has been an issue, we had one policy cancelled and we were able to secure a policy for an additional \$1,000. The June 2021 Financials are available on the table for anyone who would like a copy.

Social Committee – J. Sims provided a brief report on behalf of the Social Committee. The Social Committee is in the process of planning a fall event (date to be determined).

B. Bortz reported the June ROMEO (retired old men eating out) luncheon will be held here tomorrow and there are 31 men signed up. There is still room. In August we plan to go off campus to Barefoot Beach for lunch.

Building and Grounds – J. Brock reported N. Davis received free plants from the Botanical Gardens, which are being planted. We are trying to stay within budget. Sprinkler heads have been removed around some of the garages and drip lines are being installed for efficiency and water savings. The villa mailboxes have all been repaired and repainted. The Landscaping Committee is working specifications for landscaping. We are in the process of testing sprinklers. A lot of trash and rags have been discovered in the lake.

Some areas of the sidewalks have been replaced and/or repaired. We will be installing a container for cigarette butts. We have a test area by the road in front Building 201, using ground cover instead of grass. It does not seem to be doing well, because the rabbits are enjoying them, Nick has applied a sticky deterrent. Two viewing benches have been installed.

**B. Property Managers' Report:**

Reported by J. Sims for N. Hoops

We had insurance valuations for 2021 by the Felton Property Assessment Team. The 2019 Engineering Reserve Study is being updated by W.J. Johnson. Reassessing all components and entities to reevaluate the life expectancy of the units on our Reserve budget. Regular attention to those reserve budget items, and not delaying any of the replacement/repair of those items prevents unexpected breakdowns. We should have the completed update in the coming weeks for building the 2022 budgets.

Upcoming projects – Exterior window washing between October and November. If you want the inside of your windows cleaned, you will need to schedule that separately. The dryer vent cleaning, which was scheduled in 2020, will also be a fall project. We are continuing discussions on irrigation/well system and the risk associated with using lake water to irrigate after investments on new plantings and improvements.

**C. TT LLC Report:**

G. Meyers reported TT met this morning. The real estate department has had a banner year with not much inventory available. The additional new beds for AG have been ordered, with a total of 24 new beds (all AG rooms). We have contracted with a company to install seamless gutters on the clubhouse. We will be replacing and repairing the pool chaise lounges. An automatic door operator is being installed for the side door by the beauty salon. The AG census is currently at 18 and fluctuates between 17 and 18. We are getting proposals to replace the chairs surrounding the coffee table.

J. Brock added that TT, AT and TP are working with a Landscape Architect to prepare a landscape plan for the areas surrounding the clubhouse (TT expense).

**D. APM Information:**

A. Knouse stated APM is back to normal at the Clubhouse, new buffet servers were purchased, the Sunday brunch buffet has been streamlined. As everyone knows Cris retired and APM accepted her recommendation for Fe as her replacement.

**E. New Business:**

None

**F. Old Business:**

None

There will no meeting in August.

With no further business, the meeting adjourned at 3:30 pm.

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B. Lynch, Secretary

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Dated