

Board Meeting

Mission Lakes at Oakbridge Condominium Association Mailbox parking area January 31, 2022- 5:30PM

Agenda

- Call to order
- Notice of Quorum
- Approval of minutes
- Treasurer's Report
- Old Business
 - Gutters cleaning
 - Roofs replacements
 - Mulch
- New Business
- Neighborhood Concerns
- Next Meeting
 - Annual Meeting - 2/28
- Adjournment

MISSION LAKES at OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.

AGENDA OF BOARD MEETING

DATE: Monday, May 23, 2022
HOUR: 6:30 p.m.
PLACE: Mailbox
Mission Lakes Condominium
Lakeland, Polk County, Florida

- (1) Call to Order
- (2) Roll Call
---Steve McConn ---Barbara Graham -- Julia Hubbard
 ---Mary Ann Schwitters ---Maria Elena Junquera
- (3) Proof of due Notice of Meeting
- (4) Reading and disposal of any unapproved minutes
- (5) Reports of officers and committees
 - Treasurer Report – Maria Elena Junquera
 - Manager Report – Steve Allen
 - Landscape committee – Mary Ann Schwitters
 - Architectural committee – Robert Kutsch
- (6) Old Business
 - None
- (7) New Business
 - Request 2916
 - Request 3019
 - Violation 2947
 - Discuss what is called rainy day fund
 - Discuss boat and RV parking amendment to Declaration

Adjourn.

Next meeting To be Announced, 2022

MISSION LAKES at OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.

AGENDA OF BOARD MEETING

DATE: Monday, August 29, 2022
HOUR: 6:30 p.m.
PLACE: 3725 Harden Blvd (Courtyard by Marriott)
Lakeland, Polk County, Florida

- (1) Call to Order
- (2) Roll Call
 - Steve McConn ---Barbara Graham -- Julia Hubbard
 - Mary Ann Schwitters ---Maria Elena Junquera
- (3) Proof of due Notice of Meeting
- (4) Reading and disposal of any unapproved minutes
- (5) Reports of officers and committees
 - Treasurer Report
 - When will the board start working on the 2023 budget?
 - Board voted to remove and replace dead shrubs. How much money is available to do this?
 - Manager Report
 - Has the insurance study been completed? When does hazard/property insurance renew?
 - Is association getting bids on insurance and if so from how many companies.
 - Update on 3008 repair to rotten soffit
 - Update on removal of vegetation from gutter at 2964
 - When will stripping at the mailbox area be done.
 - Has pressure washing been scheduled for those units with exterior mold.
 - Cleaning clogged gutters and repair downspouts-need bids or have?
 - Manager Note-2916 has removed the rock and restored the common element
 - 2956 has installed approved water conditioner. 2935 replaced broken garage window.
 - Landscape committee- None
 - Architectural committee-None
- (6) Old Business
 - 2947 Alteration of the common element by unit owner without approval. Board instructed Steve McConn and Phillip Walters inspect the area.

Engineer report regarding unit owner complaint about drainage is attached here to

Phillip Walters has an Engineering Degree from USF, An Architectural Engineering Degree from Hillsborough State College and 37 years' experience as a Stormwater Engineer with related duties including design, construction and maintenance work for Dept. of Public Works Hillsborough County, Florida.

(7) New Business

Rainy Day Fund

- Manager indicated the Money Market Rainy fund account will be closed:
- ✓ Is the association going to continue to collect the rainy day amount, monthly, until the end of 2022.
 - ✓ Which open account will the rainy day be deposited to upon closing MM account
 - ✓ Should the monthly assessment be reduced by rainy day fund amount until the end of the year

Roofing

How many additional buildings will be roofed in 2022 using the monies from the rainy day fund

Checking Account

Need to update the signature cards at Truist to include all board members
AIA writes the checks and 2 board members sign and mail the checks.
AIA to provide the board with copies of all invoice with check
AIA provides the board a copy of the monthly bank statement and LPL statement by the 10th of the following month.

Meeting ended 7:54 p.m.

MISSION LAKES at OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.

AGENDA OF BOARD BUDGET MEETING

DATE: Monday, November 28, 2022
HOUR: 6:30 p.m.
PLACE: Courtyard by Marriott

- (1) Call to Order
- (2) Roll Call
---Steve McConn ---Barbara Graham - Julia Hubbard
---Mary Ann Schwitters ---Maria Elena Junquera
- (3) Proof of Notice of Meeting or Waiver of Notice is posted in the bulletin board
- (4) Reading and disposal of any unapproved minutes
- (5) New Business
 - 2023 proposed budget
Discussion by Board of Directors
Discussion by Members

Adjournment to regular November Board Meeting

MISSION LAKES at OAKBRIDGE
CONDOMINIUM ASSOCIATION, INC.

AGENDA OF BOARD MEETING & BUDGET MEETING

DATE: Monday, October 31, 2022

HOUR: 6:30 PM

PLACE: Courtyard by Marriott Lakeside Village

- 1) Call to Order
- 2) Roll Call
 - _Steve McConn (President)
 - _Mary Ann Schwitters (Secretary)
 - _Barbara Graham (Board Member)
 - _Maria Elena Junquera (Treasurer)
 - _Julia Hubbard (Board Member)
- 3) Proof of Notice of Meeting or Waiver of Notice is posted in the bulletin board
- 4) Disposal of unapproved minutes
- 5) Reports of officers and committees
 - a. Manager's Report
 - b. Treasurer's Report
 - c. Architectural Committee
 - i. 2928 Request for Window Replacement
 - ii. 2976 Request for Sunshade inside Lanai
 - iii. 2958 Update on Stucco window repair
 - iv. 2919 Outside light repair (Completed)
- 6) Old Business
 - a. Re-Roofing Requests (2924, 2626, 2628; 2955, 2957, 2957; 3015, 3017, 3019)
 - b. 3015 Drainage Options
 - c. Update on Request for Parking Lot lighting
 - d. 2947 Request for French Drain at Owners Expense
 - e. 3005 Fascia Repair Status
 - f. Watering Schedule
 - g. Update on Dead Plant removal in common area
 - h. Update on moss removal from shrubs
- 7) New Business
 - a. Hurricane Damage
 - i. 2929 Fence boards blown out
 - ii. Trees in Cul-de-sac blown over
 - b. Board Member Vote to remove Mary Ann Schwitters as Secretary
 - i. Open Floor and Discussion
 - ii. Board Member Vote
- 8) 2023 Proposed Budget
 - a. Open Floor and Discussion
 - b. Board Member Vote

MISSION LAKES AT OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.

2108 E. EDGEWOOD DRIVE. LAKELAND, FL 33803

863-686-3700

November 21, 2022

**SECOND NOTICE OF THE ANNUAL MEETING OF THE MEMBERS AND ELECTION
OF DIRECTORS**

DECEMBER 14, 2022 @ 6:30PM

HOLIDAY INN EXPRESS & SUITES LAKELAND SOUTH

3405 SOUTH FLORIDA AVE. LAKELAND, FL 33803

AGENDA

- a) Collection of election ballots;
- b) Calling of the roll and certifying of proxies;
- c) Proof of notice of meeting or waiver of notice;
- d) Reading and disposal of any unapproved minutes;
- e) Reports of committees;
- f) Appointment of inspectors of election;
- g) Election of directors;
- h) Determination of less than adequate reserves or no reserves;
- i) Unfinished business;
- j) New business; and
- k) Adjournment

**THE ORGANIZATION MEETING OF THE NEWLY-ELECTED BOARD OF DIRECTORS
WILL BE HELD DIRECTLY FOLLOWING THE ADJOURNMENT OF THE ANNUAL
MEETING AND ELECTION.**

MISSION LAKES at OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.

AGENDA Organizational/Board Meeting 2023 Board of Directors

DATE: Monday, December 19, 2022
HOUR: 6:00 P.M.
PLACE: Mission Lakes at Oakbridge Mailbox Area

Proof of Notice of Meeting or Waiver of Notice was posted in the bulletin board on December 17, 2022

- New Business
Selection of officers by the 2023 board members
Keep association monthly fee at \$420.00 until new budget is adopted
Set date for next board meeting

Next scheduled board meeting

January 23, 2023

MISSION LAKES @ OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.

ORGANIZATIONAL MEETING

TO: ALL UNIT OWNERS

NOTICE is hereby given that the organizational meeting of Mission Lakes at Oakbridge Condominium Association, Inc., will be held at the date, hour and place noted below:

DATE: Wednesday, December 14, 2022

HOUR: After the annual meeting & board of directors election

PLACE: **Holiday Inn Express & Suites Lakeland South**
3405 South **Florida** Avenue, **Lakeland, FL**

PURPOSE: **First meeting of the 2023 Board of Directions**

AGENDA: As required by law, the meeting agenda is included with this notice.

POSTING: This notice with attached agenda has also been posted on the condominium property at the place designated by rule for the posting of such notices in accordance with the bylaw and statutory requirements.

**MISSION LAKES at OAKBRIDGE CONDOMINIUM
ASSOCIATION, INC**

DATED: December 8, 2022

By: _____


It's Secretary
Mary Ann Schwitters