

**HOWELL PARK CONDOMINIUM ASSOCIATION  
2401 -2407 S. ARDSON PL  
CORNER OF BAYSHORE BOULEVARD & ARDSON PL.  
TAMPA, FLORIDA 33629**

**BOARD OF DIRECTORS' MEETING MINUTES  
October 9, 2025, 11 AM  
Howell Park Office**

**Meeting Called to Order at 11 am (in room and on Zoom) by the President, Denise Chavez**

**Approval of September 3, 2025, Minutes**

Carlos del Castillo made a motion to accept the minutes. David Townsend seconded.

**Treasurer's Report – David Townsend**

deferred to Jennifer Stutts, Finance Chair

**Treasurer's Report- Jennifer Stutts**

Jennifer asked to present after the Security Committee made it's presentation. She indicated there would be information that would affect the 2026 budget. She felt we would be better informed to make sound decisions as a community.

**Security Committee- Gary Supnick**

This proposal outlines a modification to the main gate setup at Howell Park as part of our safety and security initiatives. Over the past year, Howell Park has updated entrance systems, changed locks, and revised the security manual. This modification represents the next phase of our efforts.

In collaboration with the security committee and with board approval, the security committee has identified key issues that need addressing. Currently, the gate configuration poses safety risks, as vehicles often protrude into the right-of-way while waiting to enter. This is particularly hazardous with two-way traffic. Additionally, the gate's close proximity to the street prevents effective security checks, as security personnel must open the gate to assess who is entering.

The proposal is to move both the entrance and gates approximately 12 feet back, aligning them with the back wall of Building B. The change will keep vehicles off the street, allowing for safer interactions with security personnel before granting access.

In collaboration with the security committee and with the board's approval, we have identified several issues that need to be addressed to better serve our community's shared interests. To provide a comprehensive overview, we have identified a critical safety concern pertaining to the existing configuration of the entry gate. Observations have indicated that when approaching the closed gate, vehicles may extend into the right-of-way, creating a potential hazard. This risk is exacerbated in scenarios where contractor vehicles or multiple vehicles are queued, particularly in an environment with two-way traffic.

From a security standpoint, the current gate placement is suboptimal. Its proximity to the roadway necessitates that the gate be opened to verify the identity or purpose of the approaching vehicle. This process not only compromises security but also increases the likelihood of accidents due to the interruptions it creates in traffic flow.

Immediate assessment and modification of the gate configuration are recommended to enhance both safety and security for all parties involved.

This proposal outlines the recommendation to relocate the main entrance and exit gate further back on the property, positioning it behind the security office. The objective of this adjustment is to ensure that vehicles are completely off the street while halted at the gate. This modification will facilitate a safer interaction between security personnel and individuals seeking access, allowing for an assessment prior to granting entry.

The Security Committee recommends the installation of a Watchman's gate call box, similar to the systems utilized in the existing buildings, to be situated near the front security office. This installation will facilitate vehicle access using current access codes. Additionally, a pedestrian gate will be introduced between the entrance and exit gates, allowing for unrestricted access for bike riders, pedestrians, and others, 24/7, without the need for onsite security personnel.

To streamline operations and enhance efficiency, we propose eliminating the night shift security officer role from 10 p.m. to 6 a.m. while maintaining shifts from 6 a.m. to 2 p.m. and 2 p.m. to 10 p.m. The funding for this project is available through the Howell Park budget, which will allow us to recoup approximately \$76,000 annually by cutting the night shift costs. After exploring several options for improving safety and security, it is believed this approach presents a viable solution. This was the first proposed option.

The Security committee proposed two options for improving access to the entry gate: relocating the gate back for better safety and security, or installing a barrier arm while keeping the gate in its current position. However, city engineers rejected both options. Relocating the gate doesn't allow for space for vehicles that might be denied entry, and moving the call box further out would block traffic. We need to find alternative solutions to these issues.

The First Option a proposed main gate design modification includes the following features:

- **Entry Gate:** A sliding gate located at the current entry point, sliding to the left behind Building B. Fencing will connect the gate to the wall.
- **Exit Gate:** A swing gate positioned further back, swinging out towards the road to avoid a long entrance path. Fencing will connect to the wall.
- **Pedestrian Access:** A pedestrian gate will be integrated into the fencing between the two gates for easy access.
- **Security Operations:** Vehicles entering will be stopped by the entry gate and cleared by security. Owners can still use their car clickers to open the gate as usual. Unauthorized vehicles can turn around in the space between the security office and the gates. This design aims to enhance security and streamline vehicle access.

The cost for the main gate includes mechanical and electrical functions such as gate operators, motors for sliding and swinging, security sensors for vehicle and pedestrian detection, a new Watchman call box with an overhang for better visibility, and a Knox lock for emergency access by fire and rescue personnel similar to a TSA lock on luggage which the TSA has access to only for gates. A 911 dispatch code will also be provided for police and fire access. Additionally, it covers sensors and electronic components for the pedestrian gate, including a fob reader. The total cost is approximately \$25,000.

Gate Materials. The fencing will run along the sides to separate the wall from the entrance. This includes the manufacturing of the entry and the pedestrian gate, which will cost about \$30,000. Additionally, there are miscellaneous costs that are quite important. Since the security office will remain as is, we plan to reinforce the doors by installing stronger security doors, implementing a better locking system, and adding mesh to the windows to enhance security. In total, the estimated cost comes to around \$57,000.

The committee proposes eliminating the night shift that operates from 10 p.m. to 6 a.m., which costs approximately \$76,000 annually. This shift sees minimal activity, conducting just four inspection rounds

each night. In May, there were 23 recorded activities at the security gate during these hours, including visits from owners, family, friends, caregivers, and deliveries.

In the past year, our current security company reported 22 incidents from this shift, including five slip-and-falls, a welfare check during hurricane season, routine EMS transport, and minor access control issues like doors left ajar.

By eliminating the night shift, we will install a technology solution to monitor the gate during those hours. This system will include an internal camera, fob reader, and QR code functionality for guest access. Physical security personnel will remain on duty from 6 a.m. to 10 p.m.

Financially, the new system would cost about \$57,000, saving approximately \$18,000 in the first year and allowing for further savings in subsequent years.

The Second Option is to maintain the status quo, keeping current operational procedures without change. While initial financial costs remain the same, yearly contract increases would follow.

For the proposed modification, the benefits include: addressing security by vetting vehicles on property, replacing rusting iron gates with aluminum ones to reduce maintenance, and establishing a pedestrian gate for residents and bikers. However, funding would need to come from Howell Park's budget upfront.

In contrast, the status quo does not enhance safety or security, allowing traffic to remain on the road and vehicles to access the area before being screened at the gate.

Final analysis and potential modifications. We believe we can adapt our procedures and actually enhance safety and security. The technology being considered is robust and is already used in many facilities for 24/7 access. This change could help prevent raises in condo fees and provide an opportunity to enhance the property.

The key point is that this change involves both the technology and the replacement of the night shift, requiring a 75% owner vote for approval. The security committee and building and facilities committee have both shown support, and the finance committee voted five in favor.

Denise Chavez commented on status quo, Howell Park will still have to replace one of the gates and the motors because it's so old, and it's already been repaired more times than not. So not only are you going to pay the \$76,000, we're going to pay the extra money to replace that gate in motor. So it's going to be costly.

David Townsend spoke to the Security Gate/ Third Shift issue:

The presentation was impressive, with a lot of detailed information. However, the key points to consider are related to the security and safety of our complex. Currently, the guard must step outside to address visitors after the gate has been opened, which poses a safety concern. To improve this, we plan to move the gate back so the guard can address visitors before the gate opens.

Additionally, we will install a pedestrian gate for walkers and cyclists, equipped with a fob reader for access. This is beneficial because right now, the gate must open fully for pedestrians to exit, which can be inconvenient.

Our data shows there have been fewer than two incidents per month over the past year during the 10 p.m. to 6 a.m. time slot. Implementing these changes will not only enhance security but also save our budget \$76,000 annually by eliminating the guard position.

Jennifer Stutts highlighted that renewing the contract would incur an annual increases and maintenance on top of the \$76,000 if the savings aren't realized. She assured that the third shift isn't being eliminated but replaced with smarter technology for better effectiveness. Stutts shared her own experience with 911, where the quick address confirmation demonstrated technology's potential to enhance emergency responses. She urged people to reassess their concerns by acknowledging the benefits of advanced technology in improving safety and efficiency.

Carlos del Castillo shared insights on security from his experience managing nine locations in Florida with over 600 vehicles. He highlighted a security issue where a guard's 22-minute rounds allowed thieves to steal from vehicles. To address this, they implemented modern security measures, including cameras, which ultimately resolved the issue and helped catch repeat offenders. He emphasized the importance of technology in enhancing security, suggesting future plans to install additional cameras for improved protection.

Helen Reader emphasized the need for improved security through technology. She highlighted that while we all want to feel safe, relying solely on human security staff isn't always practical or effective. With technological advancements, we can achieve better, faster security responses than calling for assistance from someone who can't leave their post. In today's world, ensuring safety effectively means embracing these tools for a more secure environment.

Len Kizner expressed his support for Helen's comments and highlighted that the night shift isn't being eliminated but enhanced, particularly to improve safety. He recognized that change can be difficult but believes these adjustments will be ultimately beneficial. Additionally, he noted that if the changes don't prove effective after a year, they can revert to the previous setup while also taking advantage of the projected \$18,000 savings.

Jennifer Stutts stated "Great point. We are not carving this in stone. She believed it was something to really think about. That's a good point."

#### **Finance Committee- Jennifer Stutts**

Jennifer Stutts commented that we have a budget of just over a million dollars, and we need to account for a cost-of-living increase, which could be 3-5%. A conservative estimate of a 3.5% increase would mean an additional \$35,000 this year, translating to a \$52 monthly increase per unit. By moving to accept the Security Committee proposal to move the gates and eliminate the third shift, barring unexpected events like a hurricane, she could reasonably commit that the Howell Park monthly maintenance won't increase this year or likely next. After that, it's uncertain, but we must be proactive to prevent future increases. It's crucial to protect your property values, as higher maintenance costs can negatively impact them.

Gary Hozier asked "if changing the gate scenario is going to slow things down coming into the place?"  
Response: No. It's It won't change. For an owner. Your remote opener will still open the gate.

Dr. Priede. Speaking as the elder in this place stated:" I've been living here over 30 years. This is the grandest place in the whole is sure to live. It is. Whatever we have to enhance Howell Park for safety and value of the property, Let's do it."

A request of Dr Priede was made to ask him to go around to his neighbors and friends, and he can try to comfort them and explain it to them the way that he understood it by attending this meeting.

Jennifer Stutts further commented that we do talk about all these projects, the Building and Facilities Committee meetings. So she urges residents to attend as you'll hear all, of the upcoming projects. They are being prioritized based on the importance of need. Every single property along Bayshore and beyond has all these conversations going on about elevators and property management. We aren't alone in that. A 50 year old building, 20 year old building. It doesn't matter. How about a five year old building? Doesn't matter. She doesn't want everybody to get panicked at all. We are financially, in great shape. We are sound. We have nothing to worry about. Her only concern is she wants to be able to stand up here next year and the following year and continue to tell the Howell Park Community that "we are financially sound". But for now, We're frugal and golden...

Denise Chavez asked for a motion from the board regarding the Security Committee's plan as proposed. Carlos del Castillo motioned to accept the plan that's put together by the security committee to modify our gate structure and eliminate the third security shift. Len Kizner Seconded the motion. This will be subject

to a majority vote of the owners at the annual meeting, if not sooner, but the idea is that we need to get started with it. The motion passed unanimously.

### **Decorating Committee/Landscape Committee-Helen Reader & Sarah Supnick**

Carlos del Castillo made a motion to reconsider the vote on re-strapping the furniture so that we can fully hear from the decorating committee as to what options we really have in front of us. Len Kizner seconded the motion. So moved. No, discussion.

Helen Reader spoke briefly on the social group portion of the committee stating that the Social committee and the decorating committee would be separating for greater focus. She further stated a walking group was being formed and would gather at the pool each Wednesday at 6pm. She said she would look into light bands if the group takes off. She also mentioned that the Cigar Club would meet every third Wednesday of every month at 7 pm meeting at the area up front by the Bayshore fence and the firepit.

Sarah Supnick presented on the pool furniture. We started with a layout of a table for eight, bistro table with chairs for down by the other end of the pool, two loungers with the table, two club chairs with the table, and two movable umbrellas. The layout is not set in stone. It is a beginning point to be able to compare prices for the same types of furniture. The presentation was sent to all the owners yesterday, either by email or hard copy, and it's here in the office and there's a comment sheet where you can let us know what you think of the different options. I'm just going to go through very quickly as to what the choices are. And I can answer questions, but really this is to let you know that we've already done the homework and when there's money, we're ready to start on this project. First option is from **Leader's furniture**. It's Navy and white, it's sling furniture, with club chairs and lots of fabric options. The Second option is from **Patioland**. They also have a multitude of color options. It's also sling furniture and the fabric for the club chairs comes in 26 color options for the colors of the aluminum and the fabric. The Third selection is from **Solana Outdoor**. It is a padded wicker-like chair. They have quick-dry pads, It won't get soaked in the rain, etc.

The umbrellas are relatively the same, no matter what option is selected

Everything will depend on the 5 year all-over landscape plan. However, we wanted to present at the options are. We will not make any decisions until we have the landscape plans to know what we have for space. And our budget.

**Leaders'**, the first option is about \$13,000 for those things that we picked. **Patioland** is \$15,000 at a minimum because we don't know what we would pick for the colors. So I'm going to assume 15,000 to \$20,000 if we decided to do that. And **Solana** is about just under \$18,000 for those choices. There is discussion as to whether we select rectangular tables and square tables or select round tables. Personally, I want to say, I am very tired of moving chairs and stuff for happy hour every Friday. We do need at least one bigger table. All the layouts we propose is simply to get a price. So if we don't want to do the club chairs, the price goes down. If you want to put another table, price goes up. So, one thing we'll consider though chairs that are stackable because I know when. Because when a storm hits, we will move everything into the Gazebo. The two club chairs may be stackable. A question was asked as to the water resistant wicker. We are not talking about wood wicker but synthetic that looks similar. This is the basic plan. And as we go down the road, we can add or subtract. I like to call this "the utility furniture". We can add our special furniture pieces as we go. The committee did take a vote and recommends to the board to work with **Solana**. We also recommend not making the choice based solely on cost. And If we need to buy less now and buy more later but be able to get a better product today. As to timeframe, it would take **Patioland** approximately at least a month longer than the other options. **Leaders** has quick turn around. Solana's is four to six weeks.

We don't want to make a decision based on specifics until we get the plan from the Landscape Architect, which we expect this month. This is just a committee update. We need to continue gathering information from the landscape architect and our budget would have to go to the finance committee. The budget hinges on what happens with the security third shift. The finance committee can't in good conscience do a

budget until we know how the money's going to land. After we know where the money's going to land, we can go to work.

We hired a landscape architect. after a review of at least six companies. He's been here a couple times looking at the property, making his plan. We should have that his proposal this month. And again, I would say that based on his plan, we would make a decision on furniture layout pending budget consideration.

Regarding landscaping, we would like to have the dead lemon trees gone. The Bougainvillea needs to be ripped out. We still have money in the budget for landscaping. We don't necessarily want to put in a bunch until we have the landscaping plan, but we should have it soon. The architect is addressing everything inside the gate, outside the gate and parking lots.

Separately we are very happy in just a month with the new landscapers. If you like look at all the things, they have done as just a matter of course, things are being trimmed and cut back and cleaned out. Just for background, Landscape Pros was going to charge us \$4,500 to fix the sprinkler system. They thought we needed to redo the whole thing. This new company is charging \$1,500. The new landscape company asked Howell Park to bear with them and let the grass grow for a year. They are going to get the weeds out and see how they come back. And then they can look at what places need to be resod if any. They take a fiscally conservative approach to our landscaping needs.

Ann Scott commented on the need to have the beds cleaned out on the West side of the property. Sarah Supnick stated she would have the landscape crew look at that issue.

#### **Building and Facilities-Gary Supnick**

The gas connection from the street to the generators has been completed, including the meter installation. The wiring for Building B is connected, and the generator has undergone an initial test run. Building A is expected to be finished this week, with Building A also on track for completion. Next week, we will conduct a full test run of the generators, which will involve a brief power outage. A notice will be sent out to inform everyone of the timing.

Within the next two weeks, we expect to finalize the generator project, and it is coming in within pennies of the budget.

Make sure you know where your emergency outlets are located. Some people are unaware of their locations, which is crucial for plugging in essential devices like refrigerators. We will send out a notice asking those who don't know their outlet locations to let us know in advance so we can assist you in finding them.

We identified issues with the parking area across from 2405, where we excavated due to sinking. A company lifted the top asphalt layer and discovered landfill beneath, consisting of scrap materials like bricks and rotted wood from the original construction. This decay caused the sinking. After digging it out, we assessed the stability underneath the sidewalk and filled the area with a specialized asphalt fill that solidifies like concrete. We're now planning to replace the sidewalk and ensure it is leveled properly.

#### **Real Estate – Evelyn Bowles**

No update.

#### **Sunshine Committee reported by Chris Kelly**

Condolences offered recently for Gerry Hunt.

**Question:** With the board approving the security plan, Gary, what are your plans for informing owners before the vote?

Gary: I plan to set up a series of times where I'll be available for owners to discuss the presentation and ask questions. Based on attendance at this meeting, it seems under half of the owners have heard the presentation. I'll schedule sessions like I did when we switched to the boxes—one morning, one afternoon, and one weekend. I'll also arrange meetings in individual buildings for owners to gather and hear the presentation together. Additionally, I'm willing to go door-to-door to ensure everyone can make an informed decision.

One suggestion was to hold a meeting at a common space, allowing us to visualize the proposal. I agree and will make time for that. For those unable to attend, we can host the meeting in their building, ensuring everyone is included.

As for distribution, while the information has been shared at meetings, I will send out a concise summary of the project to all residents via email. This will include a schedule for discussion times.

**No New Business**

**No Old Business**

**President asked to Adjourn the Board Meeting**

Carlos del Castillo made the motion to adjourn. Seconded by Lenny Kizner.

Meeting adjourned at 12:30 Oct 9th, 2025

Minutes provided by

Carlos del Castillo

Howell Park Board Secretary