HAWK EYE MANAGEMENT

2027 Board Planning Checklist

A practical guide to help condominium and HOA boards plan for the year ahead.

01 BUDGET & FINANCIAL PLANNING

- Review the 2027 operating budget and projected expenses.
- Evaluate insurance costs, vendor contracts, and anticipated increases.
- Review cash flow, delinquencies, and financial reporting.
- Confirm assessments support the association's financial needs.

02 RESERVES & PROPERTY MAINTENANCE

- Review reserve balances, funding obligations, and applicable reserve studies.
- Identify major repairs and capital projects anticipated in 2027.
- Evaluate roofs, building exteriors, common areas, and major components.
- Prioritize preventive maintenance and long-term property protection.

03 INSURANCE & STORM PREPAREDNESS

- Review coverage, renewal dates, deductibles, and potential gaps.
- Update hurricane plans, emergency contacts, and owner communications.
- Confirm vendor readiness and post-storm response procedures.
- Review inspection, damage documentation, and recovery protocols.

04 BOARD GOVERNANCE & COMPLIANCE

- Review applicable Florida condominium or HOA requirements and deadlines.
- Confirm board education and training obligations.
- Review official records, meeting practices, and owner communications.
- Revisit governing documents and association policies as needed.

05 MANAGEMENT & COMMUNICATION

- Assess management responsiveness and follow-through.
- Review the timeliness and clarity of financial and operational reports.
- Evaluate maintenance coordination and vendor oversight.
- Identify service improvements and priorities for the coming year.

Planning ahead starts with the right management partner. Hawk-Eye Management supports Florida associations with local expertise, financial oversight, maintenance coordination, and responsive board support.

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Planning resource only. Confirm legal and reserve requirements applicable to your association.