

FOUR SEASONS CONDOMINIUM ASSOCIATION OF WINTER PARK, INC.

BOARD OF DIRECTORS MEETING

MINUTES

August 12, 2020

CALL TO ORDER:

The duly posted Board of Directors Meeting was called to order by Jill Duckworth at 6:03 p.m. on Wednesday August 12, 2020 at 200 St. Andrews Blvd., Winter Park, Florida 32792 via go to meeting app.

THOSE PRESENT: Jill Duckworth, President
Peter Szedlacsek, Vice President
Mark Summers, Treasurer
Stephen Combs, Secretary
Joanna Hart, Sentry Management
Patricia Rowe, Sentry Management

MINUTES:

Jill Duckworth motioned to approve June 10, June 17 and June 29, 2020 Board of Directors Meeting minutes with the corrections to the June 10th minutes under open session fourth paragraph second line weather to whether, eighth line affect to effect, tenth line Association to Association's, same line what to what's and twelfth line waive to waiver. Corrections to the June 17th minutes under old business second paragraph third line have to has and fourth paragraph second line remove to remain. Correction to June 29th minutes under old business fourth paragraph resident' to resident's. Peter Szedlacsek seconded. All in favor. Motion carried.

TREASURES REPORT:

The treasurer's report for July 2020 was read by Mark Summers. Mark would like the surplus to be in black and deficit in red.

OPEN SESSION:

Stephen Combs informed the Board that a friend of his in the 3300 building car was broken into. The Police were called out and stated they will increase patrols at night. Peter Szedlacsek stated that a letter was taken from in front of his neighbor's door but was found later.

Stephen Combs stated there is a couch that was dumped at the 3400 building dumpster and did we know about it. Property Manager stated she knew about it and was aware what unit it came from but could not charge the pick up fee to the unit because the unit was sold and would not be fair to charge the new homeowners. Jill Duckworth stated a sign is being made to put out by dumpsters saying "No Dumping of Furniture or Appliances Violators will be Prosecuted". Mark Summers said what could you prosecute for? Jill Duckworth stated dumping on private property.

Jill Duckworth stated there have been questions regarding as to when the restart of the re-pipe project will happen. Jill said that the 3 bedroom 2 bathroom permits pulled by Bryan Plumbing have been extended per the City of Winter Park. Jill would like to wait till after the first of the year to start back up as we usually do not do any major projects during November and December for the holidays. Peter Szedlacsek stated some residents have expressed concern to him about contractors going into their unit due to the Covid19 and want to wait. Mark Summers said let's ask who wants the work done and if its individual units pull permits just for those units. Property Manager will call Bryan Plumbing to see if pulling permits for individual units is even possible. Jill Duckworth suggests asking residents would they be ok with letting the contractors into their units to re-pipe and that upstairs units cannot not be re-piped if the downstairs says no and that she does not want to force any resident at this time to move forward with this. Mark Summers stated per the documents we could force residents to cooperate with the re-pipe. Jill disagrees due to the Covid19 the Board should not be forcing residents to comply and to let's see who is willing to volunteer. Property Manager will get a notice out to residents of the 3 bedroom 2 bathroom units asking if they would be willing to have the re-pipe in their unit done. Will also call Bryan Plumbing to see when they could start back up as they have started the re-pipe of another community.

Jill Duckworth discussed opening up the guest suite to resident's guests. She suggested they pay for the nightly cost plus the sanitization fee and sign a waiver that has already been prepared by Neal McCulloh. Mark Summers asked why janitorial crew that comes in can't sanitize the guest suite. Property Manager stated they are not sanitizers they are strictly cleaners. Joanna Hart stated that not having a sanitization company come in could present some liability issues. Property Manager to get more information on cost of the sanitization. Jill suggested tabling this till we have more information. Stephen Combs suggests a special meeting after obtaining more information. Jill said if Board wants to vote on this now, they can.

Stephen Combs motioned to open the guest suite for residents with them paying the sanitization fee and signing a waiver. Mark Summers seconded. All in favor. Motion carried.

OLD BUSINESS:

No old business at this time.

NEW BUSINESS:

Wildout Animal Removal:

Wildout Animal Removal came out for a unit in the 3200 building to set traps for rodents. The unit had been vacant for approximately a year. He stated that the unit's contents needed to be removed to complete the trapping. Homeowner contacted Property Manager and stated they would be having a dumpster placed at the unit on August 21st to remove the contents. Mark Summers stated he had previous issues with rodents in his unit and it was costly to eradicate the problem. Stephen Combs asked if the homeowner has any responsibility in the cost. Jill Duckworth stated the homeowner is cooperating with us but if we have to, we can get Neal McCulloh involved. Jill approved the invoice for \$429.00 from Wildout Animal Removal prior to the meeting to start the trapping.

Jill Duckworth motioned to ratify the approval of Wildout Animal Removal invoice for \$429.00. Mark Summers seconded. All in favor. Motion carried.

Partial Gutter Replacement at Bldgs. 800, 1000, 1700 & 1800:

There are two estimates one from Orlando Seamless Gutters for \$1,540.00 and one from General Construction of Orlando, Inc. for \$3,380.00. Mark Summers asked why there is such a price difference and what the time frame for install is? Property Manager stated General Construction of Orlando is higher because they sub the work out. Property Manager stated she called several other gutter companies with no response. The time frame is a few weeks out.

Jill Duckworth motioned to accept the estimate from Orlando Seamless Gutters for \$1,540.00. Mark Summers seconded. All in favor. Motion carried.

Exterior Mansard Repair 707 & 1004:

Jill Duckworth approved emergency estimates from General Construction of Orlando, Inc. for unit 707 for \$8,900.00 and unit 1004 for \$3,900.00 to repair the exterior mansard that were leaking into units and repair the inside damage from the leaks.

Jill Duckworth motioned to ratify the approval of General Construction of Orlando, Inc. for unit 707 for \$8,900.00 and unit 1004 for \$3,900.00 to repair the exterior mansard that were leaking into units and repair the inside damage from the leaks. Mark Summers seconded. All in favor. Motion carried.

Re-Roof Building 1000:

Tip Top Roofing gave a proposal to re-roof building 1000 for \$24,210.00. Peter Szedlacsek asked if roof repair was part of the exterior mansard repair. Jill Duckworth stated no the mansard repair is the flashing around the windows. Stephen Combs asked if there were any other bids. Jill stated no that last time we bid out re-roofs no other company came close to Tip Top Roofing.

Jill Duckworth motioned to accept the proposal to re-roof building 1000 from Tip Top Roofing for \$24,210.00. Peter Szedlacsek seconded. All in favor. Motion carried.

Tree Removal at Family Pool:

O & A Landscaping gave a quote to remove dying Maple tree, grind stump and cover up with new sod for \$575.00. Jill Duckworth stated she previously told the Board when one tree is removed a another one will be planted. A 30 gallon Crape Myrtle for \$175 will be planted.

Jill Duckworth motioned to approve the quote to remove dying Maple tree, grind stump and cover up with new sod for \$575.00 and plant a 30 gallon Crape Myrtle for \$175.00. Stephen Combs seconded. All in favor. Motion carried.

Homeowner Request to Re-Pipe:

Homeowner in 1900 building is requesting his unit be re-piped now while he has drywall open from a leak from the unit above his. Homeowner is stating he has lost a sale due to the polybutylene pipes; he can't rent it out and is causing him financial hardship. Property Manager stated the homeowner in unit above had a leak and has since been repaired and their insurance was paying for the damage in their unit and gave the homeowner downstairs their insurance information. Mark Summers stated that we should go ahead and re-pipe his unit and the unit upstairs. Jill Duckworth stated if we give into demands and say yes then any other homeowner demands to have their unit done out of schedule the Association would have to. Jill also stated

that there is no permit pulled for this building. Jill stated we could ask the other owners of the 1900 building and have Bryan Plumbing pull the permit and put it on the schedule.

Mark Summers motioned to move forward with the re-pipe of units 1901 and 1903. Stephen Combs seconded. Jill Duckworth not in favor. Motion carried.

Reimbursement from Plumber:

Homeowner requested a reimbursement from his plumber Pro-Tech who was called out on June 18th for \$1,047.00. Jill Duckworth stated that since April 2016 when ever there was a back up in this unit the homeowner called the office to have Bryan Plumbing come out and each time it was either for excessive amounts of toilet tissue, large clumps of hair and/or female products (tampons).

Mark Summers motioned to not reimbursement homeowner for the invoice from Pro-Tech for \$1,47.00. Jill Duckworth seconded. All in favor. Motion carried.

MANAGERS REPORT:

Board reviewed the Manager's report prior to the meeting. No questions at this time.

ADJOURNMENT:

Jill Duckworth motioned to adjourn the Board of Directors meeting at 7:33 p.m.