

FOUR SEASONS CONDOMINIUM ASSOCIATION OF WINTER PARK, INC.

BOARD OF DIRECTORS MEETING

MINUTES

February 10, 2021

CALL TO ORDER:

The duly posted Board of Directors Meeting was called to order by Jill Duckworth at 6:00 p.m. on Wednesday February 10, 2021 at 200 St. Andrews Blvd., Winter Park, Florida 32792 at the clubhouse.

THOSE PRESENT: Jill Duckworth, President
Stephen Combs, Treasurer
Gregory Golden, Secretary
Sara Miles-English, Director
Patricia Rowe, Sentry Management

MINUTES:

Jill Duckworth motioned to approve January 13, 2021 Board of Directors Meeting minutes with the following corrections: "Open Session" second paragraph second line change word then to than, fourth paragraph second line change word thru to through, seventh line change words thru out to throughout, fifth paragraph fourth line change word are to is, seventh paragraph first line add word it after using, second line remove word there and change word is to are. Under "New Business" second paragraph second line word to should be too and fifth line change word that to who. Gregory Golden seconded. All in favor. Motion carried.

TREASURES REPORT:

The treasurer's report for January 2021 was read by Stephen Combs.

OPEN SESSION:

Jill Duckworth thanked Bobbie Clark for her years of heading the Neighborhood Watch Program and that the Four Seasons appreciates all that she has done for the community over the years.

Bobbie Clark stated that all veterans can get on the list at the VA Clinic for the Covid vaccine.

Bobbie Clark stated that AARP, who in the past, has given free tax preparation help at the library is not providing this service this year due to Covid. She will continue to call the library to get updates. Jill Duckworth told Bobbie if she finds out the library is going to offer some tax preparation assistance to let us know so that we can get the information up on the community bulletin boards to inform our residents.

Bobbie Clark informed residents that the election for Mayor is March 9th and that the two candidates running were both past commissioners.

Jill Duckworth stated that the re-pipe project is scheduled to start in March. She stated that Bryan Plumbing is working on scheduling us at least two weeks a month as they are also re-piping another community. Jill reminded residents that at this time the Board is not forcing homeowners to allow the project startup in their unit due to Covid, but at some time in the future that will change and all units will have to be done. Homeowner requested her 2/2 unit be done as she wants to remodel/gut her unit. Jill stated we are doing the 3/2 in sequence, per the Property Manager, who is scheduling the units as Bryan Plumbing has already pulled the permits for these units and the City of Winter Park is still honoring them. Homeowner stated last time the re-pipe project was done back in the early 90's the plumbers made a mess of her unit; cabinets looked like swiss cheese from holes they put in them, plumbers made cigarette holes in her carpet, they left trash in the unit etc. Jill stated that will not happen this time that her unit is a 2/2 and she will be the test pilot for the install just like we have done in the past with the 1/1, townhomes and the 3/2. Board members have volunteered to have their units completed first so that we can inform residents of what to expect in their units. Homeowner requested a plan/calendar as to when to expect her unit to be done. Jill stated we cannot do that at this time as we are just starting back up next month and there are a lot of factors that go into this planning process. Jill stated that she understood that the homeowner wants to remodel and that she herself remodeled her kitchen and baths without the re-piping being done in her unit. Homeowner stated that back in the 90's when they re-piped the Association had a plan on how they would schedule the project. Property Manager stated back then they were not dealing with COVID, and the project was not on a voluntary basis. The attorney advises that it is not a good idea to require homeowners, especially those at high risk and elderly, to allow workers in their unit. Stephen Combs asked if we have them sign a waiver. Jill stated that this was already a Board decision not to force homeowners at this time to have the re-piping done. Gregory Golden agreed with Jill that the Board previously decided to move forward with the re-pipe on a voluntary basis for now. Jill stated at this time there was nothing more to be said regarding this subject and that we were moving on.

Homeowner asked what color is approved for fences. Property Manager stated clear. Homeowner stated the fences now are all different colors and that she wants to replace her fence and comply. Jill Duckworth stated that previous Boards allowed homeowners to paint/stain different colors and that the current Board cannot ask them to replace their fences but that moving forward all fences need to be treated with clear stain. Homeowner asked what if the Association purchased paint/stain for all the fences and gave it to the homeowners to make them look all the same. Jill stated that the Association cannot pay for any of the paint/stain for the homeowners as it is their responsibility to maintain their fences. Jill said moving forward those homeowners who do not comply will get a violation letter, but to remember that is all we can do is send violation letters as we do not have the ability to fine. Homeowner stated if we had a committee, they could let the Board know who was not in compliance. Jill stated if a homeowner or any other resident would like to be on a committee for fencing to please let the Board know. Nobody responded. Sara Mile-English stated to homeowner that she just brought this information to the Board and that she cannot expect the Board to come up with a plan right away. Gregory Golden suggested putting on the ARB application approved with contractor putting clear coat stain on the finished fence.

Stephen Combs stated his neighbor said the plants in front of his fence are not looking good and asked if Association could purchase new ones and he would install them. Jill Duckworth stated homeowner cannot install plants the Association has purchased. Jill did state that the area he is talking about is an area we have had difficulties with in the past due to a limited area for irrigation. Jill stated that the neighbor across the way

had the same issues and that the Association had maintenance relocate some Oyster Plants from other areas of the property which are hardy and do well in areas like this. Jill said we will have the landscapers look at the area and give a recommendation.

Jill Duckworth stated to the residents that the City informed us that the Cady Way Trail (drainage grant) project has been put on hold till 2023. Resident asked where the trail is going. Jill stated along the church and up St. Andrews Blvd to Aloma Ave. Jill stated she and the Property Manager met with the City to discuss the vines/overgrowth encroaching on our property. We came to an agreement with the City that they would cut back the vines on the church side to stop the spread and we would cut back on our side to stop the spread of the vines/overgrowth. Jill stated we will be getting an estimate from the landscapers for our side.

Jill Duckworth stated we are also getting an estimate from the landscapers to landscape some buildings. We will not be doing whole buildings at this time. We will be doing multiple buildings keeping as much of the existing landscape and filling in holes to be able to make more buildings look better. Jill did say we will be redoing the front entrance pulling out the overgrown bushes/trees and adding some new shrubs and colorful plants. Jill also stated the landscaper at no charge will be replacing some of the dying bushes at the clubhouse. Homeowner asked if there will be a list of buildings being landscaped and if we will be getting small plants? Jill stated, yes, there will be a list of the buildings in the estimate which includes the sizes of the plants. We agreed with the landscaper not to use 3-gallon plants and instead have them install 7-gallon plants.

Property Manager gave an estimate to the Board from C & M Metals to repair rear staircase at 1501/1502 and two rear staircases at the back of the clubhouse for \$1,650.00. She stated she did not have the estimate prior to the Board packets being sent out but explained these stairs are very loose and are a potential hazard.

Jill Duckworth motioned to accept the estimate from C & M Metals to repair rear staircase at 1501/1502 and two rear staircases at the back of the clubhouse for \$1,650.00. Gregory Golden seconded. All in favor. Motion carried.

Jill Duckworth stated maintenance has been ticketing cars for no parking decals and expired tags. Property Manager stated after multiple warnings two cars were towed off the property for expired tags.

Jill Duckworth stated that some of the shutters are starting to decay/fall apart. We are having maintenance rebuild and/or repair them. There are approximately 38 shutters that need to be rebuilt/repared. We are saving a lot of money by trying to complete as many projects as possible in-house such as pressure washing, stair replacement and now shutter rebuilds/repairs.

OLD BUSINESS:

Fleas: Homeowner requested we have the property treated for fleas. Massey gave an estimate for \$1,150.00 to treat all hot spots around all the buildings. There is no guarantee with this estimate. Jill Duckworth asked the Property Manager if there have been any other complaints and she stated no. Jill said that she walks her dogs all over the property and her dogs do not have fleas at this time and that possibly the cooler weather will help with the fleas. Jill asked the Board if they wanted to approve an expense of up to \$1,500.00 in case the price increased if treatment was needed or to wait for now. Sara Miles-English stated she is opposed to using chemicals if not needed and that she uses Dawn dish soap which works great. She stated you only need a small drop with some water and it kills fleas on contact and is not harmful to the environment. Stephen

Combs also opposed the Massey estimate as well stating he feels it is not justified at this time. Jill asked homeowner to try the Dawn dish soap and see if this works and get back with the Board.

NEW BUSINESS:

Homeowner Reimbursement: Homeowner is requesting a reimbursement for her plumbing bill for \$375.00 for a sewer backup that was from a shared line. Property Manager spoke with the homeowner after she came to her for the reimbursement and explained to her in the future if there is a backup to call the office first so that Bryan Plumbing can be called out. Bryan Plumbing will determine whether the backup is in the shared line or an individual line. Homeowner said from now on she will do that. She said she did not know prior to this incident.

Stephen Combs motioned to reimburse homeowner for her plumbing bill for \$375.00 letting homeowner know this is a onetime reimbursement. Jill Duckworth seconded. All in favor. Motion carried.

Jill Duckworth stated we will put information in the newsletter to educate the residents that if there is a sewer backup to call the office first so that the Property Manager can have Bryan Plumbing come out to determine where the backup is.

Tree Removal: O & A Landscaping submitted a quote for \$825.00 to remove a dead tree and stump grind the roots in front of the 900 building.

Sara Miles-English motioned to accept the quote from O & A Landscaping for \$825.00 to remove the dead tree and stump grind the roots in front of the 900 building. Jill Duckworth seconded. All in favor. Motion carried.

Ratify Mold Remediation: Three estimates were submitted for mold remediation caused from a upstairs unit toilet that had been leaking into a downstairs unit. The toilet had been leaking for a long time without the upstairs unit homeowner knowing. Property Manager stated we called our insurance who stated we were responsible for the mold in the common wall. Our insurance deductible is \$5,000.00. The estimates for the mold remediation are:

Estimate 1: Kustom US estimate was \$1,821.55. Estimate 2: A+Integrity Restoration, LLC estimate was \$3,202.79. Estimate 3: Stanley Steamer estimate was \$5,834.28. Jill Duckworth stated she approved the lowest estimate for the emergency mold remediation from Kustom US for \$1,821.55.

Steven Combs motioned to ratify the approval from Kustom US for \$1,821.55 for mold remediation. Gregory Golden seconded. All in favor. Motion carried.

Homeowner stated she was told that neighbor to neighbor leaks is between them not the Association. Jill Duckworth stated per our insurance agent it is a case-by-case decision which is left up to the insurance adjustor to make and that it is homeowner's responsibility to go through their insurance first.

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 7:54 p.m.