

**FOUR SEASONS CONDOMINIUM OF WINTER PARK  
BOARD OF DIRECTORS MEETING  
April 12, 2023 at 6 P.M.  
200 St Andrews Blvd, Winter Park FL 32792  
At the Clubhouse**

**MEETING MINUTES**

**Attendees:** Michael Cleary, President  
Jill Duckworth, Vice President (Via Teams Meeting)  
Glen Ioffredo, Secretary  
Michael Agranoff, Treasurer  
Patricia Rowe, Sentry Management

Michael Cleary called the meeting to order at 6:00 p.m.

**Approval of the Meeting Minutes:** Michael Cleary motioned to approve the minutes of the March 8, 2023 Special Assessment Meeting and March 8, 2023 Board Meeting. Michael Agranoff seconded. All in favor. Motion carried.

**Treasurer's Report:** Michal Agranoff read the March 2023 financial report that was submitted and reviewed.

**Unfinished Business**

Michael Cleary stated the structure of the meeting will be different and that the Board is moving open session to the end of the meeting so that the Board can address all the agenda Board business first.

Pickle Ball

Michael Cleary motioned to rescind the previous Board vote to paint pickle ball lines on the tennis court due to numerous complaints regarding the noise it will cause. Michael Agranoff seconded. All in favor. Motion carried.

**New Business:**

Michael Cleary stated there were some emergency repairs that need to be ratified.

Ratify 900 Hallway Repair from Roof Leak:

Michael Agranoff motioned to ratify General Construction invoice for emergency repairs in the 900 bldg. hallway from a roof leak for \$4,900.00. Michael Cleary seconded. All in favor. Motion carried.

Ratify 3004 Interior Repair from Roof Leak:

Michael Agranoff motioned to ratify General Construction invoice for emergency repairs in the unit 3004 from a roof leak for \$2,400.00. Michael Cleary seconded. All in favor. Motion carried.

Ratify 2602 Repair from Termites:

Michael Agranoff motioned to ratify General Construction invoice for emergency repairs to rear patio closet from termite damage for \$950.00. Michael Cleary seconded. All in favor. Motion carried.

O & A Landscape Contract Renewal:

O & A Landscape submitted the contract renewal for \$69,300.00 annually with twelve installments of \$5,775.00 per month. This is an increase of \$275 per month. Property Manager stated the contract continues to include the Crepe Myrtle trimming and no increase in the palm tree trimming cost of \$35 per palm.

Michael Agranoff motioned to accept the O & A Landscape contract renewal for \$69,300.00 annually with twelve installments of \$5,775.00 per month. Michael Cleary seconded. All in favor. Motion carried.

Gutter Cleaning:

Gutter King submitted a proposal to remove all debris from roofs and gutters including all elbows and downspouts which will be removed, cleared and reinstalled for a one-time cleaning at \$4,135.00 or for two times a year spring & fall cleaning at \$8,440.00.

Michael Agranoff asked the Board if it is necessary to do this annually. Michael Cleary stated yes, with all the large trees on the property the gutters get clogged. Jill Duckworth stated that Tip Top Roofing used to clean the gutters twice a year for at total of \$4,400.00 but that they did not clean all of the buildings. Property Manager stated they cleaned only 17 of the buildings that had large trees around them. Glen Ioffredo asked the Property Manager if there is a budget for this. The property Manager stated, yes, there is a budgeted line item for \$5,000.00.

Michael Cleary motioned to accept the proposal from Gutter King to remove all debris from roofs and gutters, including all elbows and downspouts which will be removed, cleared and reinstalled for a one-time cleaning at \$4,135.00. Glen Ioffredo seconded. All in favor. Motion carried.

**Manager's Report:** Board reviewed the Manager's report submitted. There are no questions at this time.

**Open Session:**

Michael Agranoff addressed the residents with the changes to the meeting structure. Residents who would like to address the Board will need to sign in before the meeting and will be called by name so that all residents get a chance to speak in an orderly fashion. Previous Board member, Mark Summers, stated that he felt this was an undo restriction and that if he had something to say to the Board, he shouldn't have to sign in to do it. Michael Cleary stated this format is a learning curve and can be adjusted. Michael Agranoff explained that the Board wants to make sure that everyone gets a chance to speak with respect from all residents present and not get missed or spoken over.

First resident on the sign in sheet wanted to address the Board in regarding apartment residents breaking into clubhouse pool, laundry room door was broken again, and asked if we could enclose the dumpster to hide trash/debris around it. Property Manager stated that she had spoken to Management at the apartments, and they were going to eblast their residents to notify

them that they are not to use our pool amenities and that if they did, they could be trespassed and/or face penalties. Michael Cleary told Property Manager if laundry lock is not working to go ahead and replace it. Property Manager stated that enclosing the dumpsters only creates more issues. People start placing items/trash all around the dumpsters because now it is hidden and then Waste Pro can't pick up the dumpsters. Animals go into the enclosed areas and residents can't see them. Michael Cleary stated enclosing dumpsters just causes too many unforeseen problems.

Second resident wanted to address that the bushes on the side of the 300 building are very tall and that she witnessed one of the landscape crew going to the bathroom behind them. Property Manager stated she would speak to the owner of the landscape company immediately regarding this and will have the bushes trimmed.

Next resident wished to address Jill Duckworth directly as President. Jill stated she had stepped down and that Michael Cleary is now President. Resident asked the Board if they have depleted the legal fund. Michael Cleary stated legal fees are unpredictable and that the Board looks at what is spent previously and makes an educated guess as to what we will spend this year. Property Manager stated that at this time the Association is not over budget for the year. Mark Summers stated that some of the past legal expenses have been for collections and a bankruptcy that the Association has no control over. Resident asked is there any pending legal issues at this time and what is the hourly Attorney fee. Board stated there is no pending legal issues at this time. Property Manager stated the Attorney's hourly fee is \$400.00.

Same resident asked how much the exterior doors cost to replace and why did the Board replace them. Michael Cleary stated the doors for materials and labor cost \$2,000.00 per door. Resident stated she felt they could be repaired if needed and not replaced. Michael Cleary stated they have been repaired numerous times and that there were complaints regarding the condition/appearance of the doors. They were inspected and it was determined they needed to be replaced. The cost to replace came out of reserve money that is intended to maintain the community.

Mark Summers again expressed his dislike of the new format and asked if notice was sent out regarding the change. Michael Cleary stated he prefers to do the Board business first and that if a resident did not want to sign in it's optional and that all residents will still get a chance to address the Board. He asked for a show of hands who didn't like the sign in sheet. Three residents raised their hands. Two residents stated they liked the sign in sheet idea. One resident asked that the new format be explained at the next few meetings for residents to get used to it. The Board stated they would.

At this time there was no further comments from the residents.

**Adjournment:** Michael Cleary adjourned the meeting at 6:43.