

Minutes of Winds of Paradise Board Meeting held 9/6/18 (UNAPPROVED UNTIL NEXT MEETING)

Location: Winds of Paradise Clubhouse

Time: Meeting began at 6:06 pm

Board Members Present: Lou Murren, Lynn Matsey, Carlos Alvarez, Jennifer Gates, Phil Wicker and Peggy Penridge.

Property Manager Present: Cheryl Hall

Lou Murren called the meeting to order at 6:06 pm

Phil **MOVED** to waive the reading of the minutes from 8/9/18 was made and **SECONDED** by Lynn, all in favor, **MOTION** passed. The minutes were accepted as stated.

Lou Murren then asked for the Officers Progress reports.

ROOF PROJECT UPDATE:

Carlos discussed issues on Bldg 4 where they found the existing plywood was only 1/2" where bldgs. 1 & 2 had 5/8" plywood. 5/8" plywood is required for the tile to be installed and Manufacturer to honor warranty. Fla Bldg code 2018 Edition also indicates that plywood must be 5/8" if roof supports are 24" o.c. The wood roof trusses are spaced 24" on center. All the 1/2 inch was replaced with 5/8 on Bldg 4. If additional 1/2 inch plywood is discovered, then 5/8" plywood can be installed over the existing 1/2" to provide proper support as indicated by Structural Engineer Be McCoy, PE

Each building will be treated individually as demolition of the existing roof tile occurs. So far 27 sheets (excluding Bldg 4) have been used in the allocation of 65 for the entire job. Replacement of the chimney caps was discussed. Tech Systems will bill owners directly for this cost.

FINANCIAL UPDATE:

Peggy discussed the current financial status to include the roof expenditures. Attachment included in minutes. In addition, as of July 31, 2018, there is \$520,045.48 in reserves and \$107,011.15 in operating. There are two owners that have not paid their Special Assessments.

RESERVE STUDY PROPOSALS:

Peggy discussed the three reserve study proposals and felt it would be prudent to eliminate the one from Reserve Advisors because it came in at \$4,250. The Board then discussed the location of GAB and Association Reserves and felt that GAB would be the better choice because they were a more local company and the costs between the two were similar. Lou made a **MOTION** to accept GAB's proposal, **SECONDED** by Jennifer, all in favor, **MOTION** passed.

GENERAL MAINTENANCE:

Lawn Maintenance Contract: US Lawns was previously approved to take over the landscaping contract starting October 1. Lou signed the contract and it will be sent to US Lawns.

Towing Contract: Cheryl ordered and provided to the BOD the violation stickers requested to go along with the new towing signs. The BOD wants the signs posted at each entry of the association. Cheryl from OPM stated you must warn the residents/guests before towing. Lou pointed out you must warn them twice before towing. Cheryl from OPM stated you have to be careful where the stickers are placed, and you cannot place them where it would obstruct the driver's vision in any way. Peggy made a **MOTION** to approve Lynn & Lou as the designated people to make the call to have vehicles towed, **SECONDED** by Phil, all in favor, **MOTION** passed.

Transformer Purchase & Install: Cheryl from OPM has ordered and received a new transformer for the entry way lights. Dave Russell will install them. Lynn **MOVED** to approve the purchase of the transformer, **SECONDED** by Lou. All in favor. **MOTION** passed.

Corner Light Replacement: Lou asked if OPM had received the light replacement quote and they had not. Cheryl to obtain it asap.

LEGAL MATTERS:

Suspend Use Rights Delinquent Owners: Cheryl from OPM sent the BOD copies of the suspension letters.

Lien Letters: Cheryl from OPM sent the BOD updates and copies of the letters sent to delinquent owners from Frank Ruggeri's office.

SA Payments Not Received: Two owners have not paid their Special Assessments. Cheryl from OPM stated Lisa sent an Intent to foreclose letter to one owner. The other is already with the Association Attorney and that amount will be added to what is already owed.

NEW BUSINESS:

Parking: Phil asked Cheryl from OPM to contact the City of Melbourne to inquire if parking is available for owners on Beach Street during the roofing project.

Pool Status: Lou inquired whether testing was done to see if there was a pool leak or not. Cheryl stated Brevard Pools turned the auto-fill off for three days and determined the evidence indicated there were no pool leaks. Cheryl will check the water bills to see if there is an additional problem.

Electrical Conduits. Carlos discussed the electrical conduit replacements outside owner's units. He had previously supplied a list to OPM of the ones that needed to get replaced. OPM sent letters to all owners and has not heard back from anyone. Carlos stated he obtained two quotes for the replacement and the cost was \$750.

Lou **MOVED** to adjourn at 7:05, **SECONDED** by Phil, Meeting adjourned.

Mary Hartwell requested to speak with the BOD in private after the BOD meeting. She began by going over the information she has gathered regarding her delinquencies. Cheryl from OPM stopped her and told her since she is with the attorney, the BOD cannot discuss this matter with her and told her to contact Frank Ruggeri's office to discuss.