

Meeting summary for Board Meeting - 02.12.25 (02/12/2025)

Quick recap

The meeting focused on various administrative and operational matters, including the adoption of estoppel fees, the approval of building management and improvement projects, and the potential changes in insurance providers. The team also discussed issues related to RV parking, lockbox placement, and construction and maintenance concerns at their building. Lastly, they emphasized the need for better communication with long-term renters and owners and addressed health and safety concerns within the community.

Next steps

- John to add cleaning of downspouts and gutters to the punch list for Tech Systems.
- John to add checking and fixing ruts in front of buildings 8 and 9 to the punch list for Tech Systems.
- John to schedule a final walkthrough of the roof project with Tech Systems, the engineer, and Don.
- John to check on the non-functioning air conditioning unit reported by Steve.
- John to investigate the water issue in Steve's dryer and add it to the punch list if necessary.
- Don to call the owner of the neglected unit again and potentially send a formal letter next week.
- Don to explore options for adding a new picnic table and improving access near the boat dock.
- Board to consider creating a distribution list for renters to improve communication.
- President to assign board members to the list of 20 projects for the year.
- All residents to register their vehicles and obtain parking decals by March 1st.
- Residents to report any damage or issues from the roofing work to John for the punch list.
- Don to continue pursuing insurance options, including the potential switch to Citizens Insurance.
- Board to review flood insurance coverage for the 5-story buildings.
- Don to create a cheat sheet for contractors regarding proper use of roof access and landing pads.

Summary

New Board Members and Meeting Minutes

The meeting began with introductions of the new board members, including Perry Allen, Mike Adams, Steve Westcott, Marvin Hora and Don Copeland. The board expressed

gratitude to Paul for his two years of service. The main agenda item was to accept the minutes from the last four meetings, which were discussed and voted on. The minutes from the February 3rd, 4th, 11th, and the inaugural 2025 Board of Directors meetings were accepted as presented by the Secretary. The minutes will be posted on the website by the end of the week.

Estoppel Fees and Custom Reserves

The meeting focused on the adoption of estoppel fees, which are legally binding documents listing the dues, assessments, and fees a new property owner will be responsible for after closing. The fees were historically paid by the seller, but in modern times, the cost is shared between the seller and the buyer. The board recommended adopting a \$250 estoppel fee, an additional \$100 expedite fee for a 3-day request, and a \$150 fee for completing an estoppel for owners in arrears of their assessments. The board also discussed the need for a new, refreshed report on custom reserves, with the aim of reducing the potential impact on monthly assessments and reserves. The board agreed to pay \$4,900 for a full report, with the aim of challenging every line item and reducing the financial impact on owners.

Building Management Improvements and Safety

The board discusses several topics related to building management and improvements. They will perform a study for installing motion sensors and solar panels to reduce electricity costs, though concerns about insurance rates for solar panels are raised. The board approves updating their reserve study for \$4,900 and having their law firm review their 45-year-old declaration documents for \$1,250. They also discuss installing trust straps on walkways and balconies to improve building safety and potentially reduce insurance costs, approving up to \$120,000 for this project. Lastly, they assign building stewards to handle resident complaints and service issues after hours, with board members volunteering for different buildings.

Insurance Renewal and Committee Assignments

The meeting focused on various topics, including committee assignments, insurance renewal discussions, and potential changes in insurance providers. The President mentioned that Martha Kosa will stay on for the Technology Committee, and Sandy has volunteered for the Budget and Finance Committee. The meeting also discussed the potential for a significant reduction in insurance costs, with a new insurance provider offering a 20% reduction. The current insurance provider, Wren, is expected to be competitive, but the new provider, Citizens, is seen as a more attractive option. The conversation ended with a discussion on the potential for flood insurance renewal, with the possibility of discontinuing it for certain buildings.

RV Parking and Property Rules

The board discusses the issue of RV parking on the property. A recent incident involved two large RVs setting up camp, which was not in line with the previously approved request. The next day, the President intervened and asked the RVs to leave, explaining that such extended stays are not permitted. The board is drafting new rules and regulations to clarify that RV parking is generally not allowed, with potential exceptions for short-term boat parking near the docks during weekends. The incident highlights the need for clearer guidelines on vehicle parking and temporary stays on the property.

Lockbox Placement and RV Parking

The meeting focused on addressing issues related to the placement of lockboxes and RV parking in the community. The president emphasized the need for clear communication and adherence to rules, citing past incidents where owners had approval but failed to communicate their actions correctly. The president also expressed concerns about the appearance of the community being overrun by RVs and the potential risks associated with it. The meeting also discussed the status of the 5-story building roofs, with the president requesting a final walkthrough and inspection to ensure all issues are addressed. The president also encouraged community members to report any damages or issues they observe, as these would be added to the contractor's punch list for rectification.

Building Maintenance and Vehicle Registration

The team discussed the ongoing construction and maintenance issues at their building. They planned to use a lift to inspect the walls behind a stack of balconies on building eight and to spray the walls to assess and verify the water intrusion. They also discussed the need for extra protection during the installation of air conditioning units on the roof, and the importance of following guidelines to avoid damaging the roof. The team also emphasized the need for all vehicles to be registered with Manatee decals and visitor passes for owners, with a deadline of March 1st. They agreed to be more aggressive in enforcing these rules and regulations.

Improving Communication and Property Maintenance

The meeting focused on improving communication with long-term renters and owners, with a plan to create a distribution list for renters and better communication plans for both groups. The team also discussed the need for a punch list to address any damage or issues from recent roofing work. Additionally, there was a discussion about the replacement of a missing picnic table near the boat dock, with the possibility of adding more seating and a walkway for accessibility. The team also acknowledged the need for

better maintenance of the property, including the removal of ruts and the potential for a new picnic table.

Addressing Health and Safety Concerns

The meeting focused on addressing health and safety concerns within the community. The discussion revolved around enforcing standards for the good of the community, particularly in relation to water damage and mold growth. It was agreed that the association could force owners to make necessary repairs if their property was causing damage to others. The association also planned to involve a lawyer to handle legal matters if necessary. Other topics discussed included the maintenance of air conditioners and the potential for water damage in dryers. The conversation ended with a call for any further questions or comments.

Disposition of Motions presented during the meeting

	Motion	Status
1	Reading of the minutes from Feb 23, 2025 BOD meeting, Feb 4, Annual Meeting, Feb 4, 2025 Inaugural Board meeting, and Feb 11, 2025 Board Working Session be waived and that the minutes be accepted as presented by the Secretary	Approved
2	To adopt Estoppel fees in the amounts of \$250 for a standard 10-day request; an extra \$100 for an expedited 3-day request, and an extra \$150 fee for completing an estoppel for owners in arrears of their assessments.	Approved
3	To have Custom Reserves update our original SIRS report at an expense not to exceed \$4,900	Approved
4	To have AriasBosinger perform a legal review of the Four Seasons Declaration, not to exceed \$1,250.	Approved
5	To complete the truss strap installation on the 5-story buildings not to exceed \$120,000	Approved
6	Motion to adjourn the meeting	Approved