



Board Meeting Minutes
December 10, 2019
4012 Crockers Lake Blvd.,
Sarasota, FL 34238
10:15 a.m.

Determination of Quorum: Karen Domaratzki, Vice President and Treasurer, Joe Gianino, Director, and Joe Joseph, Director, were present in the meeting room. Dave Carter, President, was present via telephone. Jackie Vizzi, Secretary, was absent.

Glenn Aitelli, Association Manager, was also present in the meeting room.

Call to order: Karen Domaratzki, Vice President and Treasurer, called the meeting to order at 10:16 a.m.

Proof of Notice: Karen Domaratzki acknowledged that the revised meeting notice was posted at the clubhouse and on the Association's web site according to Florida Statutes.

Approval of Minutes: Board Meeting of November 21, 2019: Joe Gianino made a motion (**Motion #1**) to approve the minutes which had been drafted for the open board meeting on November 21, 2019. Karen Domaratzki seconded the motion and it passed unanimously.

Officer Reports:

President:

Dave Carter reported that we still have not received the funds from our negotiated settlement of the developer lawsuit. The process to finalize the written settlement agreement and get the funds collected from the defendants has been slow and tedious.

Dave also reviewed the status of the Board's request for owner volunteers to assist with several initiatives that are planned for 2020. That request was discussed at the Board's November 8, 2019 meeting and publicized in the November 18, 2019 newsletter. Several volunteers have come forward to fill "slots" but more volunteers are needed to help with the following initiatives:

1. Building and Grounds Inspections – at least 2 more full time resident volunteers are needed
2. Remediation Project Oversight – 1 full time resident volunteer is needed
3. Social Group – at least 2 more full time or seasonal residents are needed

The open slots will be publicized in our December newsletter. We are hoping that all will be filled by the January 27, 2020 Annual Membership Meeting

Other Officer Reports: There were no other officer reports at this meeting.

Manager's Report

Glenn Aitelli reported that four (4) new unit leases and one (1) sales application were processed in November. He also described property improvements that were completed or started in November, including installing locks on the pool A gate by the maintenance building, repairs of entryway

decorative lights, installation of new gutters on building 27 and gutter leaf guards on buildings 14, 24, 25, 26 and 27, repairs to the chaise lounges by pool A, pressure washing of the pool A deck and a tree removal and drainage pipe cleanout project behind building 26. He reported that he is also looking into solutions for the drainage issue by the car wash station that an owner mentioned at the Board's November 8, 2019 meeting.

2020 Budget Approval:

Karen Domaratzki made a motion (**Motion #2**) that the Board approve the 2020 budget as presented to owners with 55% funding of reserves, as was formally approved at the Special Members Meeting this morning. Joe Joseph seconded the motion and it passed unanimously.

Proposed Improvements to Tenant Screening:

Joe Joseph reported that he is examining two service providers that might take on rental application processing work for the Association, including providing a more complete criminal background check than we obtain today through an outside service. One of the two potential service providers is willing to take over the entire rental application review process while the other does not appear to be interested in taking over all of that work. No matter which provider is selected, the Board will need to draft and approve some formal written criteria for accepting or rejecting rental applications based on tenant information collected through the application form, credit reports and/or criminal background investigations. It will probably take a few more months to finalize the plans for an improved tenant screening process.

2020 Grounds Contracts:

Glenn Aitelli presented the results of service provider bid requests that he initiated for the major components of budgeted grounds work that will be completed in 2020. Motions were then made and passed to formally award the work. The results were as follows:

1. **Irrigation and Landscape Maintenance (Annual Contract)** - Westcoast (the incumbent) and two other providers submitted bids. The bids were very close. Joe Joseph made a motion (**Motion #3**) that the work be awarded to Westcoast. Joe Gianino seconded the motion and it passed unanimously.
2. **Tree Trimming 600 Palms and 256 Hardwood Trees** – Westcoast and two other providers submitted bids. Westcoast's bid was about \$5,000 lower than that of the second bidder and almost \$30,000 lower than that of the third bidder. Joe Joseph made a motion (**Motion #4**) that the work be awarded to Westcoast. Dave Carter seconded the motion and it passed unanimously. This work will be performed in mid-January
3. **Pepper Tree Trimming** – Bouie and Westcoast submitted bids. Bouie was the low bidder and will be awarded the work. Since the cost of this contract is less than \$5,000, it does not require formal approval by the Board. This work will be performed after the trimming of palms and hardwoods and all associated cleanup has been completed
4. **Leaf Raking and Removal** – Bouie and Westcoast submitted bids and we are awaiting receipt of a bid from a third provider (Dean's). Westcoast is the low bidder at this point. Karen Domaratzki made a motion (**Motion # 5**) that the work be awarded to Westcoast unless Dean's submits a lower bid, in which case the work should be awarded to Dean's. Dave Carter seconded the motion. During discussion, Joe Joseph reported that Dean's appeared to be better equipped to perform the work efficiently so would likely be able to offer a lower price. The motion passed unanimously. This work will be performed in January or February

Proposed Amendments to Declaration:

Dave Carter reported that the Association is currently burdened with unnecessary operating costs that are associated with the following two issues:

1. Underbilling and/or underpayment of a portion of water and sewer utility charges that are the responsibility of individual Unit owners
2. Water leaks and/or moisture accumulation in buildings that require costly water damage mitigation responses and permanent repair work including mold remediation on common elements.

He then presented four (4) proposed amendments to the association's declarations document which he had drafted with the assistance our Association Attorney that would give the Association more effective measures to manage the two issues and reduce the unnecessary costs. He recommended that the Board endorse all four of the proposed amendments and submit them for owner approval at the January 27, 2020 Annual Membership Meeting. Owners in the audience were provided an opportunity to ask questions and make comments about each of proposed amendments during his presentation. After lengthy discussion, the Board acted as follows:

- **Amendment No. 1**, which would clarify the Unit owner's responsibility to maintain and, when needed, replace the Unit's water meter and pay all water and sewer utility charges on a timely basis: Dave Carter made the motion (**Motion #6**) that the Board formally endorse the amendment as drafted. Karen Domaratzki seconded the motion and it passed unanimously.
- **Amendment No. 2**, which would give the Association the authority to perform defined categories of maintenance or repair work that would normally be the responsibility of individual Unit owners, if the board drafts and passes a formal resolution to do so at an open board meeting: Dave Carter made a motion (**Motion #7**) that the Board formally endorse the amendment as drafted. Karen Domaratzki seconded. The motion passed with Dave Carter, Karen Domaratzki and Joe Joseph voting yes and Joe Gianino voting no.
- **Amendment No. 3**, which would give the Association specific authority to initiate emergency water damage mitigation activities within individual Units and charge the affected owners for the activities that are performed: Dave Carter made a motion (**Motion #8**) that the Board formally endorse the amendment as drafted. There was no second on the motion, so no action was taken by the Board.
- **Amendment No. 4**, which would place specific responsibilities on Unit owners to do things that would reduce the frequency and impact of common scenarios that cause water leaks and mold accumulation in units: Dave Carter made a motion (**Motion #9**) that the Board formally endorse the amendment as drafted. Karen Domaratzki seconded. The motion passed with Dave Carter, Karen Domaratzki and Joe Joseph voting yes and Joe Gianino voting no.

The three amendments that were endorsed by the Board will be submitted for owner approval at the January 27, 2020 Annual Membership Meeting. In order to pass, the amendments will need to receive affirmative (yes) votes from at least 2/3 of a quorum of members (145 or more members must vote) who are present in person or via proxy at that meeting

Violations to Refer to Fines Hearing Committee:

Glenn summarized Violations List # 16 which was sent to Board members prior to the meeting. The list includes trash/recycling, balcony/lanai, short term rental and pet violations. Joe Joseph made a motion (**Motion #10**) that the listed fines be referred to the Fines Hearing Committee. Dave Carter seconded. After discussion, Joe Joseph amended his motion to state that the fifth violation on the list, regarding the display of a U.S. flag in a lanai, should be removed with all others referred to the Fines Hearing Committee. Dave Carter agreed to that amendment. The amended motion passed unanimously.

Appointment of an Owner to Fill a Vacancy on the Fines Hearing Committee

Dave Carter presented background information on the Fines Hearing Committee and thanked the three owners who have been serving on that committee since late 2017 (Charles Bugatti, Mary Kehoe and Simone Pescarella). Simone recently resigned her position and Mick Tomlin volunteered to take her place. Dave Carter made a motion (**Motion #11**) that Mick Tomlin be appointed to the Fines Hearing Committee. Karen Domaratzki seconded the motion and it passed unanimously. The Board members who were present thanked Mick for volunteering to serve the community in that role.

Meeting Adjourned: Karen Domatatzki made the motion (**Motion #12**) to adjourn the meeting. It was seconded by Dave Carter and passed unanimously. The meeting was officially adjourned at 11.55 a.m.

Minutes prepared by Dave Carter

*Approved at
January 10, 2020
Board Meeting
Dave Carter*