

Spyglass Point Condominium Association of Pensacola, Inc.  
Board Meeting Minutes

Date: March 17, 2022

Place:  
Tryon Library  
1200 Langley Avenue  
Pensacola, FL 32504

1. Call meeting to order and establish quorum
  - 7 of 8 board members present: Patty Martinez, President, Daniel Dorman, Vice President, Jason Robbins, Treasurer, Taylor Loftin, Barry Boyd, John Amentler, Natalia Chapman
  - Absent: Cliff Kirk, Secretary
2. Review of minutes from Board Meeting 2/17/2022
  - Secretary has not yet finished minutes from last meeting, review tabled until completed.

3. Financial review ending 12/31/2021 & 1/31/2022

Skipped review from 12/31/2021 – Jason Robbins, Treasurer provided update: initially did not have reserve funds deposited due to Property Management oversight. December financials look good, no concerns.

January: reserve funds had not been deposited. Amy from Liberty Community Management indicated that February had not been deposited also. Assured would be deposited, so Jan, Feb, March reserves would be deposited this month.

- Motion to approve financial review by Taylor Loftin, Jason Robbins seconded, motion passed unanimously.
  - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Barry Boyd, Natalia Chapman, John Amentler.

4. Old Business

Reserve studies: Not common in Florida panhandle. Patty Martinez presented via PowerPoint information for reserve studies. Board and Budget working group has been looking at the Reserve Survey and obtained quotes so we can move forward. The Reserve Study will be the roadmap for finances and maintenance. Studies should be done every 3-5 years. Florida is moving to begin requiring these studies on a regular basis in light of the condo collapse in south Florida. Two options for reserve study to be completed:

- Association Reserves for \$5,832 (Comprehensive)
- Reserve Advisors for \$5,200 (Limited)

- Taylor Loftin motioned to move forward with the Association Reserves comprehensive study for \$5,832, Jason Robbins seconded;
  - 6 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Barry Boyd, Natalia Chapman
  - 1 NO vote: John Amentler.

a. Improvements/repairs plan of common elements - special assessment-

Special assessments will be considered of \$1,000.00 for the purpose of 1) Landscaping - inside/outside of pool area to include lighting 2) pool renovation/repairs to pool and deck, 3) cut down trees, trim trees, removal of dead limbs, and canopy trees on entire property

Special assessment was tabled until after the completion of the reserve survey. Board is not confident that we can accomplish catching up on all of the deferred maintenance without a special assessment, however the reserve survey will provide the board and community with more information to better inform the actions to be taken moving forward.

- Jason Robbins motioned to table the special assessment until the board obtains the results of the reserve study, motion seconded by Taylor Loftin, motion passed unanimously
  - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Barry Boyd, Natalia Chapman, John Amentler.

Budget working group/Board proposed utilizing the funds from Association reserves to cover the following (in sum) with no assessment, no loan:

**Contingency Reserves:**

- Engineers cost: \$22,000
- Tree Trimming: \$32,500

**Regular Reserves:**

- Pool furniture: \$6,000
- Seal coat: \$33,000
- Poly pipes: \$8,000
- Pool repairs: \$40,000
- Pool landscaping: \$13,972
- Insurance: \$18,000

**Operating Expense Account:**

- Corner lights: \$4,000
- Power washing: \$10,000
- Pool building gutter: \$1,500
- Reserve survey: \$5,800
- Financial audit: \$7,000

- Taylor Loftin motioned to approve and execute improvement proposal expenses (listed above) for the items discussed with no assessment and no loan. Jason Robbins seconded.
  - 6 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Barry Boyd, Natalia Chapman
  - 1 NO vote: John Amentler.

**b. Status on line of credit**

Tabled

**c. Structural Engineer with Joe DeRui Assoc., LLC- B7, Bldgs. M & F-proposal**

Went back to the engineer, quote was recalculated for initial Task 1.0 to \$10,400, will come out in May timeframe, might have report by June 2022.

- Daniel Dorman motioned to move forward with Engineers Assessment for \$22,000. Taylor Loftin seconded; 6 yes votes, 1 no vote from John Amentler.
- Taylor Loftin motioned to move forward with Bryon Wilson to complete the work/testing of the metal poles for \$300, seconded by Daniel Dorman; motion passed unanimously.
  - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Barry Boyd, Natalia Chapman, John Amentler.

**d. Status of hiring an accountant /financial audit**

Needed to vote on specific CPA, Griffin and Furman

- Taylor Loftin motioned to move forward with CPA firm Griffin and Furman for \$12,000; Daniel Dorman seconded; motion passed unanimously.
  - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Harry Boyd, Natalia Chapman, John Amentler.

**e. M & H Insurance Claim Status/Repairs - Hurricane Sally**

We have engaged M&H and Mr. MyTran and assistant did not attend scheduled zoom calls. Zoom call will be scheduled with M&H and former President John Amentler to figure out the path forward.

**f. Status on Insurance Claim to sprinkler/pool video system**

Approved, HOA received \$8,000 from the insurance company

**g. Status - Establish new members to all bank accounts and CDs/signatures**

Tabled.

**h. Status - Fines Committee**

We should have the final input from the attorney soon. Three community members have volunteered to be on the Fines Committee: Stacy, Joanne, and Bob.

**i. Report on the Mayor's Cleanup Project- Feb 26, 2022**

Was a success for our first year, community did participate in the event.

**j. Report on Food Truck event**

Relative success. Lonestar soled 47 plates, would like to see more. Possibility of inviting our neighbors from Sugartree and Windchase to bolster numbers. Pilot run with 310 cats at the end of the month.

**5. Presentation by SERVPRO - Emergency Ready Profile for storm/hurricane mitigation and permanent repairs**

Presentation delivered.

**6. Status report from Management Company on review open reports on maintenance issues**

Tabled.

**7. Architecture Committee**

**8. Working Group Reports**

- 1) Budget; 2) Building Maintenance/roads/re-Stripping parking lot/road; 3) Landscaping; 4) Pool; 5) Insurance; 6) Update covenants; 7) Community Events

**9. New Business**

- a. Board member attendance
- b. Zoom annual membership
- c. Repair six balcony upper beams

Pest Control renewal with or without inspection. New property management company is in the loop.

Inspection has not taken place in 2-3 years. Funds were already budgeted.

Total cost w/inspection: \$4,672

Total cost without inspection: \$4,363

- Taylor Loftin motioned to move forward with the renewal with inspection for \$4,672, Jason Robbins seconded, passed unanimously.

- o 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Barry Boyd, Natalia Chapman, John Armentler.

Unit J4 Nuisance: reached out to attorney, potential for legal action to be brought before the board. Warning letter had already been sent. Board has done everything possible to get J4 compliant, emails and calls have been frequent/numerous. Daniel Dorman confirmed that Jay Schwartz has spoken with the trustee of the property about three times. Jay has spoken with Lewis Pitts directly. Confirmed that we have a paper trail to show we have other communications prior to escalation to legal solution.

- Taylor Loftin motioned to move forward with the attorney on the issue of J4, Daniel Dorman seconded; motion passed unanimously.
  - o 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Taylor Loftin, Barry Boyd, Natalia Chapman, John Armentler.

#### 11. Member Comments/Concerns

Dwight – offered praise for ServePro services.

David – Lucas, 15/16yr old resident has been walking around claiming he is a police officer, wearing t-shirt. Recommended report to police and property management.

Comments confirming Assessment for \$1,000 has been tabled until after the reserve survey has been completed; assessment is only considered in the future if the reserve survey determines it will be needed. Talked with legal team who has guided the board to work on what we can do, with what we have right now. Board is spending money in line with "pooled reserves" and spending on already established "buckets" – different from "straight line reserves."

Angie – waiting on fence to be fixed. Board needs to wait to see Engineer assessments to determine if fences will need to be pulled down to for engineering remediation.

#### 12. Schedule next Board Meeting

o April 21, 2022 (Thursday) @ 5:30 PM; Tryon Branch Library, 1200 Langley Avenue, Pensacola FL 32504 (850) 471-6980

#### 13. Adjourn

Patty Martinez motioned to adjourn the meeting, Daniel Dorman seconded; motion passed unanimously, meeting adjourned.

Recorded and prepared by Daniel Dorman, Vice President in absence of Cliff Cirk, Secretary.



4/18/2022