

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

Date: February 17, 2022

Place:
Tryon Library
1200 Langley Avenue
Pensacola, FL 32504

1. Call meeting to order and establish quorum:

- 7 of 9 Board members present:
- In attendance: Patty Martinez, President; Daniel Dorman, Vice President; Jason Robbins, Treasurer; Clif Kirk, Secretary; Taylor Loftin, Barry Boyd, John Amentler
- Absent: Natalia Chapman
- Resignation: Brian Cox
 - Jason Robbins motioned to accept Brian's resignation, Taylor Loftin seconded; motion passed unanimously.
 - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Clif Kirk, Taylor Loftin, Barry Boyd, John Amentler

2. Review of minutes from Board Meeting 1/20/2022

- Taylor Loftin motioned to accept meeting minutes from January, Clif Kirk seconded; motion passed unanimously.
 - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Clif Kirk, Taylor Loftin, Barry Boyd, John Amentler

3. Financial review ending 12/31/2021

- Tabled until next meeting.

4. Old Business

a. M & H Insurance Claim Status – Hurricane Sally

M&H has not to our knowledge submitted second claim for windows, siding. Requested meeting with Mr. MyTran, is out of the country. Responded to email and would have a meeting next week with the board regarding issues with M&H that we wished to address regarding the second claim. Patty Martinez is tracking the issues in excel spreadsheet; can be emailed to the board on request in PDF form.

b. Roof progress on replacement

Roofs are completed, City of Pensacola has not been out to inspect; has not confirmed with Justin on a date. Certification of Completion will not be signed until inspections are completed and invoices are obtained and matched with cost estimate. Will be clear with M&H that these items must be provided or will not be signed off on. We have reached out to the attorneys, we have some concerns and are working with the attorneys to seek closure on the issue.

c. Approved - clarification on property improvements/repairs proposal

Proposal was approved by the board at last meeting, but last meeting was intended to approve and execute. Want to be very clear what we are asking for: Three-year improvement and repair plan. Only focusing on the current year goals which includes one-time assessment to complete: landscaping, lighting, entrance and pool; pool renovations (\$40,000); tree cutting & trimming (\$32,000est); TOTAL: \$120,000 w/ one-time assessment for this year (\$1,000 per unit).

- Taylor Loftin motioned to approve one-time assessment of \$1,000 to move forward with repairs and improvements to the landscaping, lighting, entrance, pool, pool renovations, and tree cutting and trimming. Seconded by Jason Robbins; motioned passed.

- 6 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Clif Kirk, Taylor Loftin, Barry Boyd.
- 1 NO vote: John Amentler.

Pool furniture needs to be replaced; seal-coating/patching and line painting, fence repairs/repainted, rails, decks, windows, poly pipes for spigots outside for a total of \$74,000.

- Taylor Loftin motioned to withdraw \$74,000 from association reserves to cover these items, Jason Robbins seconded; motion passed.
 - 6 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Clif Kirk, Taylor Loftin, Barry Boyd.
 - 1 NO vote: John Amentler.

Corner lights replacement, power washing, fences around trash bins, gutters on pool building, sidewalk repair, PVC drain pipe cleaning, and misc funds for buffer on estimates for total of \$37,500.

- Taylor Loftin motioned to withdraw \$37,500 from the operating account to cover these items, Jason Robbins seconded; motion passed unanimously with 7 "yes" votes.
 - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Clif Kirk, Taylor Loftin, Barry Boyd, John Amentler.

Jay Schwarts mentioned that he was not sure that the board could simply "vote" on an assessment, unless it was an emergency. Objection noted. (Last board did an emergency assessment for \$500 to replenish reserves after paying insurance deductible without a vote of the ownership).

Clif Kirk inquired about the timing of the \$1,000 assessment – Patty Martinez explained that we would send a letter to owners to explain the reason for the assessments. Due date for assessment could be summer, but possibly late as November. Need to pay the vendors, could obtain line of credit from Synovus, and then pay off line of credit as Association dues are deposited. Taylor Loftin opined that we could alleviate burden on owners using a 3-payment plan as an option to be completed by August 2022.

- Jason Robbins motioned to implement a three-payment option for owners, for special assessment of \$1,000 to be paid by August 2022, seconded by Daniel Dorman; motion passed unanimously.
 - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Clif Kirk, Taylor Loftin, Barry Boyd, John Amentler.

d. Status on damage to sprinkler /pool video system Insurance Claim.

Jay submitted the claim, claim was acknowledged. No further information at this time.

e. Service Maintenance Contract with Riker Irrigation-In Place. Relocation of wire in easement.

Will service the system on a monthly basis. Can relocate the wire from the easement for \$500; charging for difference from what was already claimed to move the line out of the easement and onto our property. Patty will contact Sugartree to clean up the concrete easement to be clean and clear from debris. Had a dialogue with the president of Sugartree HOA.

- Taylor Loftin motioned to move the line for \$500, and allow Sugartree to take over maintenance of the easement, Jason Robbins seconded; passed unanimously.
 - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Clif Kirk, Taylor Loftin, Barry Boyd, John Amentler.

f. Status -Establish new members to all bank accounts and CDs/signatures; removal of previous board members on accounts

Established signatures on one bank account (Synovus) out of three; having difficulty getting on the others. Patty has reached out to John regarding Hancock and 1st Bank. Hancock not a major issue as they go off of SunBlz (Jay confirmed he updates that info and pays the fee; confirmed he can update it and pay fee now. Once updated we can get on the accounts). 1st Bank w/ C.D.'s is more difficult – whoever is the individual on

the account needs to come in to switch them over. John stated Mary is on the C.D.'s. Unable to accomplish this using board meeting minutes.

g. Status of hiring an accountant /financial audit

Jay gave name of a firm for the audit; first firm was very expensive (\$15,000-\$20,000). Need two additional quotes. Jay obtained an email from an individual who has relatives who may be able to assist, would forward to Patty. Get two more quotes and move forward.

h. Status on Reserve Survey

Rene sent us a name, sent an email. Did get an initial quote (\$5,000) Tabled until next meeting to allow time for work on other quotes.

i. Status - replace remaining BLDG LED lights on corner of bldgs., repairs to outside water faucets on each building, and PI- poly pipes. Unit E-1 of closing opening of pipes completed.

Quote for PI was not yet obtained by Jay. "Aggressive Plumbing" was the POC he would reach out to. Did ask about the issue, they had to dig down at least 1ft to find the pipe - difficulty locating pipes.

j. Status - with attorney on Dryer vents; amendments, & Lien; update rules

Tabled - Attorney still working on this.

k. Status - Fines Committee

Have established with three members; Bob Nichol, Nichole Stacy, and Joanne in "N" building. Patty and Daniel drafted up fines policy, will finish before sending to the attorney who will then review and make their recommendations and discuss.

l. Status - Proposal for property improvements

Issued previously discussed above.

m. Status - Corner Lights - J D Ingram

Status already given.

n. Status - termination of current grounds maintenance contract; start date for East Bay Landscaping Service Maintenance

Grounds contract terminated as of Jan 28th, 2022 w/ 60 day ; new landscaping company. Easy Bay to take over April 1st, 2022.

6. Pool

a. 1) Aquatic Edge Pool Services-status on revised contract

b. 2) Purchase pool equipment and pool signs - Skimmers, signage, etc.

- Jason Robbins made a motion to allow Barry Boyed to purchase needs for pool not to exceed \$200, seconded by Taylor Loftin; motion passed unanimously.

- o 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Cliff Kirk, Taylor Loftin, Barry Boyd, John Amentler.

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

Patty is tracking and updating these issues, can always send PDF to board if they are interested in the issues.

8. Architecture Committee

Trying to figure out how to do the server-based security monitoring. Who is going to have access, how its accessed, etc.

9. Working Groups Reports

1) Budget; 2) Building Maintenance/roads/re-Stripping parking lot/road; 3)

Landscaping; 4) Pool; 5) Insurance; 6) Update covenants; 7) Community Events

General updates made, most issues tabled as will update under New Business.

Community events – first food truck “Lonestar Kitchens” this coming Tuesday 5:00-7:30. 3D eats and Dagum good BBQ, Dallas recommended Who Cut the Cheese. Mimi’s Crepes suggested also. Put Spyglass info on Facebook to have those interested reach out to us.

10. New Business

a. Board member resignation

b. ECUA work on Property due to pipe breaking

c. Line of credit

Synovus willing to work with us. C.D. would need to be used as collateral. Need to move quickly as scheduled work is coming up very soon. \$50,000-\$75,000 discussed among the board.

- Taylor Loftin motioned to obtain a line of credit with Synovus for \$75,000 as opposed to a loan, Jason Robbins seconded; motion passed unanimously.
 - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Cliff Kirk, Taylor Loftin, Barry Boyd, John Amentler.

d. SERVPRO –Emergency Ready Profile for storm/hurricane mitigation and permanent repairs

e. Management Company: Annual requirement for post Q & A form; Sunbiz.org (update board members-Mar).

Management company has terminated management agreement, last day is March 31st 2022. Have a proposal from and met with Ethridge Property Management. Patty spoke with Keith from Windchase, seem very pleased with Ethridge.

- Daniel Dorman motioned to accept Ethridge Property Management as the new Management Company for Spyglass Point, Taylor Loftin seconded; motion passed unanimously.
 - 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Cliff Kirk, Taylor Loftin, Barry Boyd, John Amentler.

Patty asked Jay Schwarts about Q&A online for Spyglass, currently blank. Asked if we could get this updated, and forwarded to Patty.

f. Mayor’s Cleanup Project- Feb 26, 2022
Tabled.

g. Structural Engineer with Joe DeRuif Assoc., LLC- B7, Bldgs. M & F
Balcony on B7 has been falling apart for 3+ years; structural engineer gave us hour and a half of their time. Pointed out many issues; wrote up the proposal being reviewed. Will review balconies, sidewalks, handrails, stairways, patios, etc. Wrote up in three different phases/tasks. \$20,800 for 1st “Task” to give the Association the specifications for remediation, repair, update as we will need. Can do a sampling of 15 columns, or test all 60 beams/columns. Sand in intervals on each side for each metal pole to test integrity. Bryon Wilson’s company will do 15 for \$300, sanding down to paint and do strength/UT testing to test the integrity of the metal. John Amentler stated he does not believe there is an issue with the poles. Same issue at Windchase, bottom of the poles were replaced by metallurgist without any engineering assessment. Patty Martinez believes there is a liability with this, Board will be liable if there were any issues with the structural integrity.

South Florida – collapse of the high-rise condominium; reserve surveys will be required. Taylor Loftin states we will need to do it now, or later – best to do it now. Not opposed to exploring different avenues/options, but Board will make a good faith effort to ensure safety and security of the buildings.

- Taylor Loftin motioned to move forward with Engineer on decks, slabs, and stairwells, Jason Robbins seconded; motion passed unanimously.

- o 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Cliff Kirk, Taylor Loftin, Barry Boyd, John Amentler.

- Patty brought up attorney invoice for \$860.50. Jason Robbins motioned we pay the attorney invoice for \$860.50; Taylor Loftin seconded; motion passed unanimously.

- o 7 YES votes: Patty Martinez, Daniel Dorman, Jason Robbins, Cliff Kirk, Taylor Loftin, Barry Boyd, John Amentler.

h. Food Truck

Update given.

i. Set up Zoom

Tabled.

11. Member Comments/Concerns

Bob Nichol asked about status of the siding, board did not have an update as it is related to M&H issues.

Also recommended to the board that we research the issue of the special assessment in the bylaws and board's authority to make assessments with/without owners.

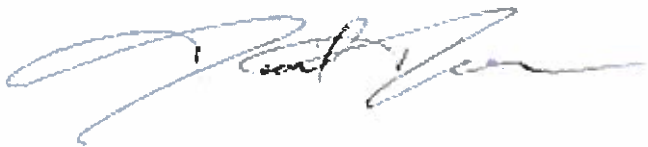
12. Schedule next Board Meeting

a. March 17, 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 Kirk, Secretary.



4/15/2022