

**Windchase Bay Condo Association
Board of Director Minutes**

Tuesday, January 11, 2022 @ 5:30 PM

**at Etheridge Property Mgmt. Office
Minutes**

Call to Order,

Don Ravinski called meeting order at 5:30 p.m.

Quorum was established with all board members present:

Don, Rick, Rose, Keith, and Hunter

Owners present: Nancy Loy, Don Hay, Allen Kohr, D. Martinez.

Approval of minutes: Don motion for approval of November 2021 board meeting minutes, Rick 2nd, all in favor.

Financials- Cheryl Kelley reviewed the December 2021 financials. Reserve account breakdown, accounts receivables balances over 30 days and collection update. Owners with past due balances have been mailed statements and if email available, sent emails from accounting dept.

Old Business

- A. T-12 Ceiling repairs due to roof issue after Sally, Roof repair was made by Guy Brothers Roofing, 3 estimates were obtained, Don stated he thought it best to go with the last estimate, acquired by the owner of T12 6x6 patch, Cheryl will get with Jerry, maintenance EPM and let him know to schedule this
- B. Pool Area:
New Gate entry at pool, need addl. quotes, have 1 from Hurricane Fence. Pool Entry Gate, last year there was an estimate from Hurricane Fence for \$5,000.00 for black metal type fence. However, board thought costs too high, would like costs in the 3,000.00 range, need to discuss key or code type entry. Cheryl will request other fence companies to submit an estimate.

New Business:

A, Landscaping Items

- Vote, Irrigation pipe repair, East Bay Landscaping, \$833.75, Don motion to approve, Keith 2nd, all in favor.
- irrigation System, Complete South System operation after 2" pipe repair completed
- Irrigation, Maint./repair agreement with East Bay landscaping, tabled, Don stated, need to work out details on the agreement.

B, Repairs and Maintenance

Estimate from C & E Contractors, Install 4 chimney caps, \$2260.00 Don motion for approval, Rick 2nd, all in favor.

Siding replacement, H building breezeway remains to be completed, addl. repairs to do, L4 patio siding

Balcony beam repair/replacement P7 and H5.

Don stated JD Construction has not responded to his request lately, not sure of reason.

Cheryl stated, maybe C & E Contractors would be able to give estimate for beam and siding repairs, Don will speak with C & E, Marty Esposito on this.

EPM maintenance estimate for fence repairs was presented, Cheryl will scan the estimate and email to board, Keith asked for linear footage costs.

Estimate is \$1400.00 per patio for complete replacement, not all patio fences need complete replacement. Cheryl will ask EPM Maintenance for update and request linear price.

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C. Summer painting project update.

Don stated he has reached out to several painting companies for estimates, he expects costs ranging from \$30,000-45,000 quotes requested, Don met with 3 contractors waiting on estimates.

Board discussion on current Painting Reserve funds and what reserve items may be able to move funds from for painting expense.

Kleen Worx Company is a contractor Cheryl has worked with recently, will get the contact information to Don.

D. Violation report

Owner of R-11 reported strong cigarette and other smoking smell coming from the units or units below, R9 and or R 10

Board discussion with owner on where the smell seems to be penetrating the units thru vents/walls, etc.

Owner is going to turn on the attic fan, switch is in laundry room off kitchen in upstairs units and he will open the attic opening to investigate the source of smell.

Vents and ducts to be checked. Units below will be sent a letter, requesting venting areas while smoking and letting them know the smoke is an issue for units above.

E. ARC Request

T-11 ARC request, the request sent in states window and sliding glass door trim in Black, only bronze trim is allowed, EPM will notify the owner to let them know.

Other Business:

Spring Cleanup project, several units' patios and balconies are overcrowded, in need of decluttering,

There is a City Mayor sponsored pick up debris and household items, scheduled for February 26th, EPM, Cheryl/Tara, to check on this with City, to designate area for WCB residents to place items on curb. To check buildings in phases and let owners/resident know the regulation on items allowed to be stored on patios and balconies.

Next board meeting is scheduled for Tuesday, 2/8/22.

Adjournment at 6:17 p.m.