

## **COTTAGES AT WINDING CREEK, A CONDOMINIUM**

C/o Sovereign and Jacobs  
461 A1A Beach Blvd.  
St. Augustine, FL 32080

### **REGULAR MEETING OF THE BOARD OF DIRECTORS July 10, 2019**

#### **Record of attendance:**

Robert Orsino, President present  
John Battistini, Vice President, present  
Alan Rakitin, Sec. / Treas., present  
Tom Angle, Director, present

Also present were Michelle Brown, Licensed Community Association Manager, Sovereign and Jacobs Property Management. Michael Robinson with Mulch and More and George McLerren were also in attendance.

Roll was called, and a quorum of the Board of Directors was certified to be in attendance.

In accordance with Chapter 718.112(2)(c), F.S., proper notice of the Regular Meeting of the Board of Directors was posted at least 48 days prior to the meeting. The meeting was open to all Owners to attend and speak to Agenda items.

Robert Orsino, called the Meeting to order at 10:00 am

#### **Approval of Minutes:**

Tom Angle moved to approve the May 15, 2019 minutes as drafted, John Battistini seconded the motion. Motion passed.

#### **Treasurer Report:**

Through June, the association had \$99,478 in operating and \$504,408 in reserves. Accounts Receivable was \$929. The Association operated below budget for the month in the amount of \$4,821 and ended the year under budget in the amount of \$20,323. Alan Rakitin reported that the association save money for paying the insurance, and the association is still operating under budget.

#### **Manager Report:**

Several visits were made to the community since the last board meeting.

The second gutter cleaning has been completed. Currently scheduling the third gutter cleaning.

#### **Maintenance Report:**

George gave the maintenance report. He reported that pressure washing will start for the entire community. The pressure washer is currently in the shop but as soon as it is repaired he will start. He is still working on the irrigation, this will be an ongoing process but most of the major repairs have been completed. The pool is running at 100%, however, there have been instances of vandalism in the restrooms, he recommends that a type of access control be installed on the doors.

#### **Landscape Report:**

Michael Robinson reported that in the beginning of the contract, they spent several work hours cleaning the community to bring it to a manageable state. They are onsite weekly and any

concerns owners might have regarding the landscaping should be reported to Michelle so that she can communicate it to them.

**Committee / Officer Report:**

None.

**Unfinished Business:**

- Roof Repairs / Roof Inspections – The final phase of the roof inspections, buildings 14-18 and the pool house buildings are scheduled to be inspected and repaired.
- Insurance Appraisal – The insurance appraisal has been completed, upon speaking with the insurance agent the current coverage is \$26,169,692 the appraisal increase \$34,240,799 or \$8 million increase. The current premium is \$30,508, and based upon the current policy rates, the estimated annual premium would be \$39,915. If endorsed today, the increase for seven months would be approximately \$5,500. John Battistini moved to approve the increased coverage. Robert Orsino seconded the motion. Motion unanimously passed.
- Speed Bumps – The speed bump installation is complete, it is confirmed that the speed bumps are no higher than 2.75 inches with a width of at least 18 inches.
- Pool Furniture – The cost to repair the pool chairs and chaise \$65 per chair and \$90 per chaise with a minimum of 20 pieces, the delivery charge is \$50. Michelle will check the reserves study for funding for new furniture.

**New Business:**

- Pool Access System – Submitted for board review a proposal to upgrade the pool access system to include card scanners for the restrooms. This item pended for further discussion.
- Out Building – The need for a storage building was discussed. This will help contain the supplies and store the golf cart. The maintenance supplies are currently stored in the fire suppression closets, which is against fire code. The board will shop for an out building within the discretionary spending limit authorized by the board.
- Wifi – the pool wifi has been out for some time, the wifi and cable at the pool are in the easement contract. Since this is a unique situation and there is no account associated with the wifi, upon trying to get a service call the cable company required an account number. Robert Orsino agreed to meet with Michelle at the Comcast office to set up an account.

**Adjournment:**

Alan Rakitin moved to adjourn at 11:30 am, John Battistini seconded the motion. Motion passed. The next board of directors meeting will be determined on a later date.