

SUMMIT VILLAGE CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

SATURDAY JANUARY 25, 2020

I. CALL TO ORDER:	President Robison called the meeting to order on Saturday January 25, 2020 at 10:01 am.
II. ROLE CALL:	Present: Dorothy Brown Sandy Jalbert Letty Velazquez Mike Robison Floris Price-Bernal George Gonzalez Jeniffer Sanabria-Morell
III. PROOF OF NOTICE	The Board of Directors has complied with the notification requirements of the open public meeting requirements by posting notice on the office bulletin board and the Association website on January 23, 2020.
IV. APPROVAL OF MINUTES	<i>A motion was made by Letty Velazquez to approve the minutes from the November 9, 2019 meeting with one correction:</i> <i>Correction of the spelling of Jeniffer Sanabria-Morell's name</i> <i>Dorothy Brown seconded the motion.</i> <i>All board members present at the meeting voted in favor of approving the minutes with the one correction.</i> <i>Motion carried.</i>
V. MANAGER'S REPORT	Property Manager Diane Gay provided the following updates: <ul style="list-style-type: none">• Painting is completed on the north side of our property and we have begun painting on the south side of our property.• Paving has begun on the north side of our property. Diane reminded residents that their vehicles need to be moved the night prior to the start of the work on their street. Diane indicated that notices are placed on resident's doors as well on the Association website outlining the dates that residents must move. Diane reminded residents that failure to remove their vehicles as indicated in the notice will result in their vehicle

being towed and the vehicle owner is responsible for all associated expenses. Diane indicated that the milling went smoothly on the north side of the property and that we only had to tow one vehicle.

- Diane reminded residents that vehicles should be moved the night before the milling or paving begins on their street however, should be moved back the next day once the milling or paving is completed on their street. Diane indicated that it is important to move their vehicles back so that they can free up those spaces for the next group of residents that need to move their vehicles.
- Diane explained that when we restripe the parking areas, there may be some changes to the number of parking spaces as we will be correcting the size of spaces and locations of spaces, especially in areas where the parking spaces roll up to a resident's front door, leaving them no way to exit their home if a vehicle is parked in that spot.
- Diane explained that we do not have disabled parking spaces as we are not a public facility. For residents that have a disabled parking permit, they can bring their parking permit, registration and valid ID to the management office and a courtesy spot will be provided as close to the resident's door as feasibly possible, based upon availability. Our maintenance personnel will paint the stripes blue around the identified courtesy parking spot.
- Diane shared that all buildings will be painted and all roads will be paved. Diane indicated that she has had some residents state that they have heard that their building will not be painted or that painting will not be completed until sometime in the summer. Diane shared that it is important that residents obtain their information from a credible source such as the Association website or by calling the management office during normal business hours.
- Diane indicated that once the paving is completed, the painters will come back and start painting the wall on the north side of the property. She explained that the paving needs to be completed before the painting can take place on the wall.
- Diane reminded residents that the gates must be unlocked on gates leading to limited common elements so that the painters can paint those areas. If the gate is locked, the lock will be cut. Also, residents should remove all items from the limited

	<p>common elements prior to their unit being painted (front porches and unenclosed back patios.</p> <ul style="list-style-type: none"> • Diane reminded residents that if they come home and there is a disturbance, they are in fear for their life, they feel threatened, etc..residents should contact the police. Diane indicated that contacting the Property Manager only delays the process as she has no authority to handle those situations. Diane indicated that if it is a life threatening situation to call 911. If it is not a life-threatening situation, please call the Casselberry Police non-emergency line at 407-262-7606. Diane indicated that it is important that residents do not call it in anonymously as if they do, the police will only come out and do a perimeter check. Diane indicated that the police do not share the source of the call so please do not be afraid to provide your name and location so that the police can adequately address your situation.
<p>VI. COMMITTEE REPORTS:</p>	<p>Treasurer’s Report: Letty Velazquez reviewed the report:</p> <p>The report is for the end of month December 2019:</p> <p>Total Income: \$1,045,578.79</p> <p>Operating Expenses & Reserves: \$1,004,902.38</p> <p>Net Income: \$ 40,676.41</p> <p>Operating Account Balance \$ 53,944.39</p> <p>Total Reserves \$ 1,096,339.97</p> <p>Total files with Association Attorney 0</p>
<p>VII. OLD BUSINESS:</p>	<p>None</p>
<p>VIII. NEW BUSINESS:</p>	<p>Vote to ratify the voice vote for the Association insurance bid for 2020:</p> <p>President Robison indicated that our property insurance comes due January every year. He indicated that all board members were called and notified of the amount. He indicated that all board members gave their approval on the amount and authorization to pay the insurance premium. President Robison indicated that the insurance premium went up by approximately \$18k. He confirmed that our insurance is</p>

paid up for 2020 and we need to ratify that vote.

Sandi Jalbert made a motion to approve the insurance bid in the amount of \$139,024.67 for the year.

George Gonzalez seconded the motion.

President Robison called for a vote. All board members present voted in favor approving the insurance bid.

Motion carried.

President Robison indicated that a while back we started our beautification project. Our Property Manager, Diane Gay, contacted Duke Energy to upgrade our lighting in parking areas and on our roadways. Duke Energy will be replacing all street lights with new fixtures and LED lighting.

President Robison indicated that we have a monthly lease for the street lights. During the evaluation process, it was determined that there were lights that were in use however, Summit Village was not being billed for those extra lights. That billing issue will be corrected, resulting in approximately a \$300 per month increase in our monthly bill. President Robison shared that this is not an increase in the cost of the service. The additional charges are a result of the corrected billing. Essentially, we were not paying for a number of lights however were still receiving service. We will now be billed for all lights that are in service. We were paying \$1475.35 per month and the new payment will be \$1768.03 prior to taxes. The process to have these installed will take several months.

Vote on contract with Duke Energy to update and replace all street lights with new fixtures and LED lighting.:

Jeniffer Sanabria-Morell made a motion to approve the contract with Duke Energy at a before-tax rate of \$1768.03 per month.

Dorothy Brown seconded the motion.

President Robison called for a vote. All board members present voted in favor approving the bid.

Motion carried.

IV: Closing Remarks

Vice President Jalbert indicated that our Association Website is up and running. Residents will find all of our documentation on the website, approved Board Meeting Minutes, community resources, and

	<p>community notices. Vice President Jalbert indicated that there is an owner's area and a link to request the password to the owner's area. She indicated that requesting a password will require owners to provide updated contact information. She stated that she cannot express enough how important it is for our owners to go on and submit updated contact information. She explained that there have been situations where we have not been able to contact the owner or an emergency contact on hand. It is important that our Property Manager have the most updated information in the event of an emergency.</p> <p>Vice President Jalbert indicated residents will also find a news and events section. She indicated that our Property Manager updates the website with the latest information on active projects as well as upcoming projects. She expressed that this is the best source to find accurate information about our community.</p>
V: Adjournment	<p><i>Letty Velazquez made a motion to adjourn the meeting.</i></p> <p><i>Dorothy brown seconded the motion.</i></p> <p><i>All board members present at the meeting voted in favor of adjournment. Motion passed</i></p> <p><i>Meeting ended at 10:33 am.</i></p>