

**Renaissance I Association, Inc.**  
**Announcement of Regular Board of Directors Meeting**  
**Thursday September 19, 2019 – 5:30 p.m.**

**Media Room \* 750 North Tamiami Tr. \* Sarasota, FL 34236**

**AGENDA**

1. Call to order at 5:30 p.m. – President
2. Determination of a quorum – Secretary
3. Confirmation of proper meeting notice – Manager
4. Secretary's Report:
  - A. Approval of meeting minutes for June 20, 2019 regular meeting
5. President's Report
6. Rosemary Place Master Association Report
7. Treasurer's Report
  - A. Financials
  - B. Delinquencies
  - C. Ratify payment from reserves
8. Old Business
  - A. Pergolas
9. New Business
  - A. Ratify signing contracts
  - B. Committee appointment(s)
10. Report on Rosemary District and surrounding areas
11. Committee Reports
  - A. Architectural committee
  - B. Emergency response committee
  - C. Facilities committee
  - D. Security & Safety committee
  - E. Social committee
  - F. Any additional committee reports
- 12. Owner Comments – must sign up to speak to agenda items. Sign-up sheet is in Admin office.**
13. Management Report
14. Adjournment

Next meeting date: Thursday, October 17, 2019 at 5:30 p.m.

Submitted by Kathy Grandt, Community Manager

Posted September 17, 2019

## APPROVED

### The Renaissance I Association, Inc. Board of Directors Meeting Minutes Thursday, September 19, 2019

**Call to Order:** President Deborah Codella called the meeting to order at 5:30 p.m. in the Renaissance Media Room located at 750 N Tamiami Trail, Sarasota, FL 34236.

**Determination of Quorum:** Present for the Board were: President Deborah Codella, Treasurer Reva Mitchell, and Director Dave Landsperger – present by phone, constituting a quorum. There were approximately 15 homeowners present.

Also present was Kathy Grandt, community manager.

**Confirmation of Proper Meeting Notice:** The notice for the meeting was posted on September 17, 2019, in accordance with Florida statutes and the Bylaws of the Association as attested to by the community manager, Kathy Grandt.

**Secretary's Report:** President Deb Codella presented the minutes of the June 20, 2019 regular meeting of the Board. Ms. Codella moved to approve the minutes. Reva Mitchell seconded the motion. The motion passed unanimously by a rollcall vote of three in favor, none opposed. **(Motion 2019-38)**

**President's Report:** President Deb Codella reported the following:

- There were a number of lighting project completed – LED lights in the 1<sup>st</sup> and 2<sup>nd</sup> floors of the secured garage and lights at the NW and SE exterior walkways were retrofit to LEDs.
- The awning project on the 3<sup>rd</sup> level of the garage has become more than initially anticipated so has been delayed. More on this in the Facilities Committee report.
- Ceiling at the second level of the garage will be repaired soon. We're working with an engineer and a very reputable company to make the repairs.
- A pillar at the north end of the building was struck by a vehicle. Kathy Grandt is working with the driver's insurance company to find a contractor to make the repairs.

**Master Association Report:** Dan Skoda, President of the Rosemary Place Master Association (RPMA), delivered the report. He reported that Valencia residents are expecting the developer to turn the homeowners' association over to the community in October.

- The monuments at the entrances to the community will be repaired. Working with RPMA manager to find a contractor.
- The light poles are scheduled to be repainted.
- The fountain operations and lights have been synced.
- The landscaping around the community has been repaired.

**Treasurer's Report:** Treasurer Reva Mitchell delivered her report, as follows.

#### Financial Status

- As of the end of August, the Association's operating account has a balance of \$440,255.35 and reserves at \$1,936,690.48 for a total of \$2,376,945.83. Month to date bottom line is positive \$8,420.53 which is \$8,420.49 under budget. Year to date we are positive \$96,950.48.

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### Ratify Payment From Reserves

Reva Mitchell moved and Deb Codella seconded to approve the following payments from the reserves fund. The motion passed unanimously by a rollcall vote of three in favor, none opposed. **(Motion 2019-39)**

Synergy Electric & Lighting	\$ 7,411.93	Replace lights in 1st & 2nd levels of secured garage
Synergy Electric & Lighting	\$ 5,174.82	Replace lights in visitor's garage
Slider Engineering	\$ 1,365.00	Service related to awning structures
Hill York Air Conditioning Services	\$ 5,393.50	50% down payment for 8-ton A/C unit
Grant's Gardens	\$ 1,258.95	Landscape improvements & replacements
Slider Engineering	\$ 2,785.00	Service related to ceiling of 2nd floor of garage
Kathy Grandt	\$ 1,716.78	Reimbursement for purchase of front desk chair
Slider Engineering	\$ 635.00	Service related to ceiling of 2nd floor of garage
Synergy Electric & Lighting	\$ 1,510.86	Retrofit lights on SW walkway to LED
RSS	\$ 17,982.69	Down payment for security updates
Hill York Air Conditioning Services	\$ 7,446.36	rebuilt two 7.5 HP pumps
Canitize	\$ 850.65	install new guillotine at compactor
Amazon	\$ 619.99	New computer for front desk

### Delinquencies

- As of August 31, 2019, delinquencies total \$1,120.50.

### Budget

- Working with the reserves engineer on the report for 2020. Once that number is in, we'll be able to provide a good draft budget. Owners should anticipate a modest increase in fees.

**Old Business:** Pergolas – Dan Skoda reported that the Facilities Committee is investigating options for replacement of the structures. There is a bid to replace them with cedar or cypress. We anticipate receiving a bid to replace them with aluminum. Deb Codella moved and Reva Mitchell seconded to approve the forming of a subcommittee of the Facilities Committee made up of Dave Landsperger, Jim Logan and Marc Citrin to look for another option using a special wood recommended by a contractor. The motion passed unanimously by a rollcall vote of three in favor **(Motion 2019-40)**. Deb Codella asked that the information be available by the October 17, 2019 BOD meeting.

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### New Business:

A. Ratify signing contracts. Deb Codella moved and Reva Mitchell seconded to approve the signing of these contracts:

<b>Company</b>	<b>Service provided</b>	<b>yearly cost</b>
Synergy Lighting Supply	Retrofit pendant lights on 2nd & 3rd floors	\$ 1,185.56
Pool World	Replace sauna heaters and controllers	\$ 3,710.00
Hill York Air Conditioning Services	Replace 8-ton A/C unit on second floor	\$ 10,787.00
Hill York Air Conditioning Services	Rebuild two 7.5 HP pumps	\$ 7,446.36
RSS	Update/improve security system	\$ 71,931.00
Pools By Lowell	Annual service contract	\$ 6,000.00
4D Service Group	Preventive maintenance on pumps related to domestic water	\$ 1,200.00
R2J	Cooling tower chemical service	\$ 4,320.00
RSS	PM for security system server	\$ 1,948.20
FitRev	PM for fitness equipment	\$ 1,052.00
Hill York Air Conditioning Services	PM for all common area A/C units as well as the boiler and cooling tower.	\$ 5,803.00
Tropex	Indoor plants	\$ 3,855.00
Crowther Roofing	PM for roof	\$ 1,200.00
Piper Fire	Inspection of fire system	\$ 6,228.50
TAW	PM for generator	\$ 1,139.55
Dutchman Window Cleaning	Window washing	\$ 8,820.00
Floor Care Solutions	Common area carpet cleaning	\$ 8,976.72
Allied Universal	Security personnel	\$188,694.07
Canitize	Compactor & chute cleaning	\$ 13,000.00

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Grant's Gardens	Landscaping services	\$ 3,800.00
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The motion passed unanimously by a rollcall vote of three in favor, none opposed. (**Motion 2019-41**)

- B. Committee appointment – Deb Codella moved and Reva Mitchell seconded to appoint Sherry Rhodes to the Security & Safety Committee. The motion passed unanimously by a rollcall vote of three in favor, none opposed. (**Motion 2019-42**)

### **Report on Community Affairs:**

None given.

### **Committee Reports:**

- A. Architectural Committee: Report delivered by Marc Citrin. He summarized projects currently underway and stated that the committee is reviewing the current contractor rules.
- B. Emergency Response Committee: Chris Baer delivered the report on behalf of committee chair, Marianne Lauria. The committee members received refresher training and were ready for any necessary response should a storm approach.
- C. Facilities Committee: Delivered by Dan Skoda, committee chair. He reported that the awning structures on the 3<sup>rd</sup> level of the garage are in need of much more attention than previously thought. Getting bids for repair methods and for possible replacement. He spoke about the damaged area in the ceiling of the 2<sup>nd</sup> level of the garage and the progress toward having it repaired. It was mentioned that some of the concrete in that area appears loose. Sharon Pierce, maintenance supervisor, will chip away the loose concrete.
- D. Security Committee – Delivered by committee chair, Rian Coutinho. The committee presented its recommendations for replacement of some cameras and installation of additional cameras, as well as replacing the DVR/server for the system. As noted above, funding for the project has been approved. Mr. Coutinho expressed thanks to all who played a role in this project.
- E. Social Committee – Delivered by committee chair, Chris Baer. There will be a welcome home cocktail reception on October 29, 2019. Halloween costumes are encouraged as the event will have a Halloween theme.

**Owner Comments:** Owner asked about the cost of the security upgrade. Discussion followed. A question was asked about the installation of the bollards at the north end of the building.

**Management Report:** Report was delivered by Kathy Grandt, community manager and the full report is attached to this document. She highlighted a few projects and activities from her full report.

**Adjournment:** There being no further business to be conducted this date, Deb Codella moved and Reva Mitchell seconded to adjourn the meeting. The motion passed unanimously and the meeting adjourned at 6:05 p.m. (**Motion 2019-43**)

Respectfully submitted by  
Kathy Grandt, manager  
Renaissance I Association, Inc.

# MANAGEMENT REPORT

## September 19, 2019

### Projects in Progress or Pending

1. Obtaining updated and new bids for replacement of the pergolas.
2. Annual preventive maintenance checks are underway and going well.
3. Still working with the engineer to find a solution for repairing the awning supports on the third level of the secured parking garage. After the removal of one of the canopies, significantly more damage was found than originally thought. Also, for the cleaning and repair to be done thoroughly, most of the structures would have to be dismantled. We had a meeting with a contractor who told us it would cost as much as \$500K to \$600K to repair them. With that in mind, we are seeking bids to replace the supports to see if that would be a better way to go.
4. Security committee secured a contract from RSS to upgrade and add many cameras, the server, the DVR and associated software. The signed contract and down payment were given to RSS. They are setting an installation schedule. This project should be done by the end of 2019.
5. A subcommittee of the facilities committee researched upgrading the saunas in both locker rooms. A solution was found and approved by the facilities committee to be forwarded to the BOD. Both heaters and the controllers will be replaced. They are wet/dry heaters.
6. Slider Engineering has helped us to find a contractor to repair the ceiling of the 2<sup>nd</sup> level of the garage. We are awaiting a final contract.
7. The A/C unit that cools the clubroom and parts of the common areas on the second floor will be replaced. A down payment was made. It is an 8-ton unit and is a special-order item.
8. A vehicle struck a pillar on the north end of the building. The damaged portion was demolished to make the area safe for pedestrians. Seeking bids for repairs to forward to the driver's insurance company. Once approved, the pillar will be restored to its previous condition.
9. All inaccessible windows on the building will be cleaned October 21<sup>st</sup> to 25<sup>th</sup>.
10. The fire safety equipment inspections will take place September 25<sup>th</sup> and 26<sup>th</sup>. All units will be entered.

### Maintenance Projects Completed

1. Replaced the door on the pool equipment room. Painting is happening.
2. 7.5 HP pump on the hot water system was rebuilt. A spare 7.5 HP pump was also rebuilt and is on standby.
3. Spot and spill cleaning of the residential hallway carpet was done in September.
4. Service hallway floor was cleaned and polished.
5. The main gate to secured parking was damaged and has been fixed.
6. Miscellaneous minor repair and maintenance projects were completed.

### Housekeeping Projects

1. The stairwells were cleaned in August. This is done quarterly.
2. The baseboards in the residential hallways were cleaned in early August. This is one every 4 to 6 weeks and sooner if necessary.

3. The brass elevator tracks to the passenger elevators are cleaned quarterly or as needed.
4. The fitness room was thoroughly cleaned this month.
5. All storage rooms were cleaned.
6. The mini blinds throughout the common areas are in the process of being cleaned, as are the windows that are not cleaned by Dutchman.
7. All telephone and electrical rooms have been inspected and are in good shape.
8. All unit doors will be washed in October. During this job, notes will be made of all chipped paint. After that, we'll arrange for the paint to be touched up.

Managerial:

1. Received approximately 887 email messages since 7/31/2019. Wrote approximately 520 email messages.
2. Attended approximately 45 scheduled meetings.
3. Working on the 2020 budget and reserves study update.
4. Met with website consultant and wrote the final edits.
5. Continue to work with various vendors related to the awning project.
6. Met with individual Board of Directors members on various topics.
7. Working with Security Committee, as needed.
8. Working closely with the Board of Directors and the Association's attorney on a confidential matter. Also, read and responded (as appropriate) to many email messages on this topic.
9. Assisted many residents with various situation and issues.
10. Working closely with maintenance and housekeeping staff on everyday and special projects.

Kathy Grandt Community Manager

September, 19, 2019