

Renaissance I Association, Inc.
Announcement of Board of Directors Meeting
Thursday May 21, 2020 – 5:30 p.m.

Held electronically via Zoom

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. Board member replacement
5. Secretary's Report:
 - A. Approval of meeting minutes for February 20, 2020 regular meeting
6. President's Report
7. Rosemary Place Master Association Report
8. Treasurer's Report
 - A. Financials
 - B. Delinquencies
 - C. Ratify payment from reserves
9. Old Business - None
10. New Business
 - A. Committee appointments
 - B. Ratify signing of contracts
11. Committee Reports
 - A. Facilities committee
 - B. Garage Beautification committee
- 12. Owner Comments – must sign up to *speak to agenda items*. Either sign up in the admin office or send Kathy Grandt an email message kgrandt@rencondo.com**
13. Management Report
14. Adjournment

Next meeting date: June 18, 2020

Submitted by Kathy Grandt, Community Manager

Posted May 15, 2020 via email and in usual posting places

APPROVED

The Renaissance I Association, Inc. Board of Directors Meeting Minutes Thursday, May 21, 2020

Call to Order: President Deborah Codella called the meeting to order at 5:30 p.m. The meeting was held electronically and telephonically by the Zoom platform.

Determination of Quorum: Present for the Board were: President Deborah Codella, Vice President Manny Lauria, and Treasurer Reva Mitchell constituting a quorum. Pamela Mones, Secretary, arrived at 5:40 p.m. There were approximately 47 homeowners present electronically and by telephone. Also present was Kathy Grandt, community manager.

Confirmation of Proper Meeting Notice: The notice for the meeting was posted on May 18, 2020, in the usual areas onsite and electronically to owners on May 15, 2020 in accordance with Florida statutes and the Bylaws of the Association as attested to by the community manager, Kathy Grandt.

Board Member Replacement: President Deb Codella reported that David Landsperger resigned from the Board of Directors because he will be selling his unit. **Deb Codella moved and Reva Mitchell seconded a motion to appoint William “Bill” Lakin to complete the term vacated by Dave Landsperger. The motion passed by a rollcall vote of four in favor and zero against. (Motion 2020-12)**

Secretary’s Report: On behalf of Secretary Pam Mones, Kathy Grandt presented the minutes of the February 20, 2020 regular meeting of the Board. **Reva Mitchell moved to approve the minutes. Manny Lauria seconded the motion. The motion passed unanimously by a rollcall vote of five in favor, zero against. (Motion 2020-13)**

President’s Report: President Deb Codella reported the following: In March, the attorney for the Bayfront project reached out to the Association’s attorney about the possibility of the Renaissance agreeing to alter the view corridor easement to allow for the building of another structure in the area protected by the easement. We (the BOD) feel that this would be detrimental to the value of properties at the Renaissance so the request was denied.

Ms. Codella spoke about the seriousness of the coronavirus. She mentioned that the housekeeping staff is still cleaning frequently touched areas. Ms. Codella urged everyone to continue to take precautions to protect themselves and the other residents in the building and asked that everyone wear masks and practice adequate distancing when they are moving about the common areas of the building.

Ms. Codella reported that the amenities were reopened May 4th. Those who use them do so at their own risk. Please clean areas and equipment you use before and after using them. We all know that there is a serious shortage of sanitizing products so it is incumbent upon you to provide your own when using the amenities. If there is any sort of increase in cases of COVID-19 in the building, the amenities will be closed again. There has been the suggestion made that housekeeping staff should be on hand to clean equipment in the fitness center, the poolside chairs and other amenities after each use. We simply do not have the staff for that, nor do we have the funds at present to hire more staff.

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Emergency BOD meeting – There was an emergency meeting of the Board of Directors on April 2, 2020 to discuss personnel matters. It was a closed meeting, as is permitted for this purpose by the bylaws of the Association, article 3.9, and Florida Statutes.

Recent alarm – There was an alarm throughout the building after a sprinkler line in the garage was broken when it was hit by a high-profile vehicle. The repairs have been made. The company that owns the vehicle will be paying all costs related to the entire incident. This alarm situation was an odd one in that we were unable to make an announcement in the building without reactivating the alarm. Otherwise, we would have done so. Piper Fire responded to the scene and mitigated the broken pipe and turned off the alarms and strobes and reset the fire panel. Before that happened, the fire marshal instructed us to perform a fire watch throughout the building until the fire suppression system was functioning correctly. That entailed someone walking each floor to ensure there were no fires. Staff and some Board members did this. Times like this require a lot of patience. Please know that if it were possible to turn off the alarms and strobes and communicate sooner, we would do so. Kathy sent out an email explanation as soon as she could.

Master Association Report: Dan Skoda, President of the Rosemary Place Master Association (RPMA), delivered the report. He told the Board of Directors that there are several things that will be completed in the near future: the May Lane pavers will be cleaned, lights in various places around the RPMA will be repaired. He spoke about the damaged May Lane fountain and plans to repair it.

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

Financial Status

- As of the end of April, the Association’s operating account has a balance of \$614,773.69 and reserves at \$2,179,639.61 for a total of \$2,794,413.30. Month to date bottom line is positive \$8,310.21 which is \$8,952.17 under budget. Year to date we are positive \$34,098.60.

Delinquencies

- As of May 21, 2020, delinquencies total \$7,224.31. 3 owners have not paid the 2nd quarter fees and several have short paid. We are working with Lighthouse to clear up these shortages.

Ratify Payments From Reserves

Rapid Security Solutions	\$7,193.21	Final payment for security system upgrade
Mast Drafting	\$499.00	Drafting for replacement of pergolas
Mast Drafting	\$94.00	Drafting for replacement of pergolas
Synergy Electric	\$1,140.62	Replacement of 6 induction lights on the 3rd garage level with LED fixtures.
Slider Engineering Group	\$815.31	Engineering for repair of ceiling of the 2nd level of the garage.
Slider Engineering Group	\$531.25	Engineering for repair of ceiling of the 2nd level of the garage.
Slider Engineering Group	\$467.50	Engineering for repair of ceiling of the 2nd level of the garage.
Slider Engineering Group	\$2,496.30	Engineering for repair of ceiling of the 2nd level of the garage.
Advantage Lumber	\$13,981.37	Lumber for pergolas
Hill York Air Conditioning	\$546.00	Final payment for 8-ton a/c unit install
Tango Development	\$8,437.32	2nd draw for permitting & building the pergolas
Tango Development	\$7,000.00	3rd draw for building of pergolas

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Reva Mitchell moved and Manny Lauria seconded to approve payments from reserves. The motion passed by a rollcall vote of five in favor, zero against (Motion 2020 – 14)

Old Business: None

New Business:

- A. Committee appointments: Appointment of Manny Lauria and Roger Mitchell to the Cable Committee and reappoint Mike Hibnick to this committee; appointment of Renee Bonderoff and Norma Borella to the Landscape Committee. **Deb Codella moved and Reva Mitchell seconded to make these appointments to the cable committee and landscape committee. The motion passed by roll callvote of five in favor, zero against. (Motion 2020 - 15)**
- B. Ratify signing contracts. **Deb Codella moved and Pam Mones seconded to approve the signing of these contracts. The motion passed unanimously by a rollcall vote of five in favor and zero against. (Motion 2020 - 16)**

Rapid Security Solutions	28,772.30	progress payment for security upgrade
Rapid Security Solutions	\$7,193.21	Final payment for security system upgrade
Mast Drafting	\$499.00	Drafting for replacement of pergolas
Mast Drafting	\$94.00	Drafting for replacement of pergolas
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Committee Reports:

- A. **Facilities Committee:** Delivered by Dan Skoda. He reported that the lights in the courtyard fountain will be replaced soon. The second and third residential floors will be retrofit to increase hot water delivery to those on the north end of those floors. The repairs to the ceiling of the second level of the garage are complete. There will be another coat of waterproofing applied above the work area. The project to repair the awning structures on the third level of the garage appears to be gaining traction. The pergolas are nearly finished and will be oiled as a final step.
- B. **Visitors Garage Beautification Committee:** Delivered by Manny Lauria. He reported that the committee has met with a number of contractors for painting, signage and fencing. The committee has two recommendations to make to the Board and asks for its approval on them.

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Manny Lauria moved and Pamela Mones seconded a motion to hire Lowe's Brothers Painting to do the painting in the visitors' garage. The motion passed by a rollcall vote of five in favor and zero against. (Motion 2020 - 17) Manny Lauria moved and Pamela Mones seconded a motion to hire Gulf Coast Signs to create and hang signage for the visitors' garage. The motion passed by a rollcall vote of five in favor and zero against. (Motion 2020 - 18)

Owner Comments: An owner asked about the pool water treatment and was told that it is not on the agenda. He requested that it be on the next BOD meeting agenda. An owner asked if anything can be done to force residents to wear face masks. He was told that there is no way to do that.

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 by a rollcall vote of five in favor and zero against. The meeting adjourned at 6:10 p.m. (Motion 2020-19)**

Respectfully submitted by
Pam Mones, Secretary
Renaissance I Association, Inc.

MANAGEMENT REPORT

May 21, 2020

Projects in Progress or Pending

1. An air conditioning unit located near the social committee closet and hallway men's rest room will be replaced.
2. Working with engineer and contractor for the repair of the awning structures. They are working on the contract at this juncture.
3. Pressure washing pavers around the building is ongoing.
4. Exploring the possibility of doing a retrofit on the third and fourth floors to improve hot water delivery to the units at the north end of the building.
5. Looking into replacing some shutoff valves and moving them from the ceiling to lower on a wall. Will examine other shutoff valves to see what others should be moved then work out a schedule to get it done over the next few years.
6. Found a replacement for the courtyard fountain lights. They are on order.

Maintenance Projects Completed

1. A redundant backflow attached to feed lines for the cooling tower was removed and replaced with a check valve.
2. The LED screens on the pool and spa heaters were replaced.
3. The pergolas are nearly finished. They will be oiled once the construction is complete.
4. The project to repair an area in the garage has finished.
5. Lights in the mechanical room on the roof were replaced with LED fixtures.
6. Had stack 15 investigated with a camera and found that it is not clogged.
7. Various backflow inspections took place and all passed.
8. A potted palm tree located in the sunken garden was replaced.
9. Miscellaneous minor repair and maintenance projects were completed.

Housekeeping Projects:

1. Spot cleaning of carpets was done by Floorcare Solutions.
2. Increased washing/sanitizing of elevator buttons, refuse door and chute handles, service elevator lobby doors, and exit/entry door handles.
3. A dog urinated in a residential hallway which required deep cleaning.
4. An incontinent person using the men's locker room leaves frequent messes that require specialized cleaning.
5. Brass tracks at the passenger elevators are in process of being cleaned. This is an ongoing project.
6. Stairwells were swept. Someone frequently leaves used tissues in the stairwell.
7. Each floor is vacuumed weekly.
8. Drains in refuse rooms are treated once a week. The chute doors – inside and out – are cleaned as needed but at least weekly.
9. Phone and electrical rooms on each floor are inspected/cleaned weekly.
10. Locker rooms are cleaned in the morning each day and inspected toward the end of the day in case they need to be cleaned again.

Projects that happen throughout the year:

1. Baseboards in common hallways are cleaned quarterly.
2. Residential doors are cleaned biannually.

3. Light fixtures in the elevator lobbies and in other areas in the building are cleaned monthly.

Managerial:

1. Spent quite a lot of time reacting to the changing situations related to the coronavirus.
2. Worked to mediate damage caused by a sprinkler line in the garage being struck by a high profile vehicle.
3. Met with individual Board of Directors members on various topics.
4. Assisted many residents with various situation and issues.
5. Working closely with maintenance and housekeeping staff on every day and special projects.

Kathy Grandt, Community Manager

May 21, 2020