

Tuscany Square I Condominium Association, Inc.
Board of Directors Meeting
Minutes (Unapproved)

Date: May 28, 2015

Place: Venetian Bay Clubhouse

Time: 1:00 PM

- I. Meeting called to order at 1:02 PM by Ken Kopecky, President of the Board.

Board Members Present: Ken Kopecky, Richard Mistarz, Skip Brannan, Lloyd Morris, Flo Riggie, Martin Pham, Nancy Graves

Present from Atlantic Shores Management: Mark Roskamp

Owners Present: Margaret Miller (Unit 413), Victoria Brasse (Unit 212).

Others Present: Leslie Wright, Director of Commercial Property Manager, Geosam

- II. The minutes of the April 23, 2015 meeting were approved.

- III. Financial report was given by Mark Roskamp. Lloyd Morris moved to approve the financials. The motion was adopted unanimously after discussion.

- IV. Statements for the record:

- a. Martin Pham stated that a Day Spa will be added to the commercial area, but the exact opening date is not yet known.

- V. Main Motions:

- a. Ken Kopecky moved to appoint Nancy Graves to the Board as the replacement for Mark Umbenhen who resigned. The motion was adopted unanimously after discussion.
- b. Ken Kopecky moved to approve the Kone Elevator Maintenance contract, effective July 1, 2015 with semi-annual payment option. The motion was adopted unanimously after discussion.
- c. Ken Kopecky moved to approve Commercial Dumpsters Regulations. The motion was adopted unanimously after discussion and amendment.

Dumpster Regulations*

Commercial Dumpsters:

Food Business:

1. A food business must rent a 2-yard dumpster and have it picked up three times per week. The cost can be shared among the food businesses located in the same quadrant of TSQ1.
2. The dumpster must be kept locked at all times to prevent use by residents.
3. The area around the dumpster must be kept clean at all times in order not to attract animals.
4. If a larger dumpster is needed, TSQ1 will not provide any funding.

Non-Food Business:

1. A non-food business may use the residential trash bins.
2. If non-food trash overloads the residential trash bins, the non-food businesses located in the same quadrant of TSQ1 must rent an exterior 2-yard dumpster. Costs can be shared among the businesses.
3. The dumpster will be located in an area assigned by the COA.
4. The dumpster must be kept locked at all times to prevent use by residents and not to be an attraction for animals.
5. If a larger dumpster is needed, TSQ1 will not provide any funding.

Construction Dumpsters:

1. Construction dumpsters are not permitted within the COA at any time.

- d. Richard Mistarz moved to purchase four (4) A/C units for the elevator rooms with a smaller unit for Building Two (2). The motion was adopted unanimously after discussion.
- e. Ken Kopecky moved to allow Platinum Home Builders to remove three windows in the neighboring unit on the first floor, to be replaced with a door identical to the other first floor doors. The motion was adopted unanimously after discussion.
- f. Lloyd Morris moved to transfer TSQ1 funds from Florida Capital Bank to Florida Community Bank. The motion was adopted unanimously after discussion.
- g. Richard Mistarz moved to renew TSQ1's insurance policy with the same payment plan and \$5,000 deductible. The motion was adopted unanimously after discussion.

VI. Resident comments not associated with agenda items:

Margaret Miller (Unit 413) expressed the following concerns about Amalfi's:

- Miscellaneous items at side door should be removed.
- Workers should not be smoking inside the gate to TSQ1.

Victoria Brasse (Unit 212) expressed concerns about Geosam's decision to build rental apartments in the Town Center.

VII. Board Member Comments:

I. Richard Mistarz:

1. Condominium Sign: Sign will need in-ground lighting and placement on a riser to prevent damage from yard maintenance work. The board agreed that both items were necessary.
2. TSQ1 Utility Bills: A committee consisting of Richard Mistarz, Nancy Graves and Flo Riggie will investigate TSQ1's electric and water bills and report to the Board at the June meeting.
3. Prior Dumpster Payments: The invoices for commercial dumpsters were incorrectly paid by TSQ1 and should be refunded by Tuscany Town Center Assoc. Inc.
4. Dumpsters: Recommendation that the 2 non-food service dumpsters and the construction dumpster be removed.
5. Amalfi's: Provided photographs of the trash violations at the side door to the Geosam representative. Corrective action was requested.

II. Ken Kopecky:

1. Tuscany Square 1 COA: The COA has both residential and commercial units. Each owns an undivided share of the common elements, and each has equal access to the common elements, including, for example, use of the driveway for delivery and service vehicles, and a location for trash within the complex. When conflicts emerge, the Board will regulate the use of the common elements, subject to the Association documents.
2. Elevator Maintenance Contract: Discussion with Kone about performance goals will continue.
3. Commercial/Residential Grievance procedure: When a grievance arises, the President should be notified and attempt to resolve the problem. If a resolution is obtained, the Board will vote to approve the agreement. If a resolution is not obtained, a Board meeting will be called to discuss and implement a solution.

III. Skip Brannan:

1. Maintenance Update: Painting of the unit doors has been completed and all emergency lights are now working. The entrance gate's call-to-enter feature is not working. The likely source of the problem is a nicked underground cable.

Skip will purchase a wire (approximately \$50) to troubleshoot the problem above ground.

2. Security Cameras: The camera bid is within the budget approved previously. Skip and Steve will install the cameras and if problems arise, will consult with the supplier for an additional \$100.
3. Surge suppressors: The cost of surge suppressors for six (6) elevators is \$6,000. These would be located in the fourth floor elevator rooms and provide an audible beep when triggered. There was discussion about installing a second surge suppressor at the first floor electric box. Skip will research the problem and report back to the Board at the June meeting.
4. Beautification: A suggestion was made to purchase potted plants to put in front of spaces where no parking is allowed and have residents who like to garden volunteer to maintain them. Residents should contact Skip if they would like to beautify one of the flower pots that will be placed in the No Parking zones.

IV. Lloyd Morris:

V. Flo Riggie:

1. Board Member Forms: All Board members except Martin Pham signed forms required by the State of Florida. The forms will be filed in TSQ1's management office. Martin's will be collected at the next Board meeting.

VI. Nancy Graves:

VII. Martin Pham:

1. Commercial Activities: Happy Deli's build out should be completed shortly.
2. Roof Repair: The repair is taking longer than expected due to additional unforeseen roof defects discovered during the repair.
3. Access to common utility rooms: Martin, Skip Brannan, Leslie Wright and Nancy Graves will form a committee to work out emergency access to common utility rooms for both the commercial tenants and the residents. The same committee will also work out a process to provide the Board with emergency access to commercial tenant spaces.
4. First floor Door Installation: Martin Pham will submit the required paperwork to the Architectural Review Committee (ARC) for the door installation.
5. The construction dumpster presently located in the NW corner will be removed in the near future and that no construction dumpster would replace it.

VIII. Atlantic Shores Management Comments:

Meeting adjourned at 4:30 PM

The next monthly Board Meeting will be held at 1:00 PM on June 25, 2015.

Respectfully submitted,

Flo Riggie

Secretary, Tuscany Square 1 COA