

ANNUAL MEETING MINUTES
SANDPIPER TOWERS CONDOMINIUM ASSOC., INC.
JANUARY 19, 2019

The meeting was called to order at 2 pm in the card room of Sandpiper Towers, Roll call was taken and notice noted of returned ballots. 25 owners were in attendance and 39 ballots were submitted.

Inspectors of election were appointed as follows: Patrick Wooden, Dan Mcfarland and Joanne Goodfellow.

Election results were as follows:

Feighner,	26 votes
Knoth,	29
Melton,	34
Murray,	27
Rajavuori	8
Smith	25

The following are the 2019 board members: Scott Feighner, Bill Knoth, Delores Melton, Kelly Murray and Dennis Smith.

The meeting adjourned to the Board organizational meeting.

ORGANIZATIONAL MEETING OF THE BOARD
SANDPIPER TOWERS CONDOMINIUM ASSOC., INC
JANUARY 19, 2019

All board members were in attendance.

The slate of officers proposed in a motion by Kelly Murray and seconded by Scott Feighner was


 president, Bill Knoth
 vice president, Dennis Smith
 Treasurer, Delores Melton
 Secretary, Carolyn Kendall

All in favor of motion, slate of officers approved.

A meeting date was established for the next board meeting to be on February 6, 2019 at 7 pm in the card room of Sandpiper Towers.

A motion to adjourn was made by Dennis Smith, seconded by Kelly Murray, all in favor, meeting adjourned.

Respectfully submitted,


Carolyn Kendall, Secretary

MINUTES OF BOARD OF DIRECTORS MEETING
Sandpiper Towers Condominium Assoc., Inc
February 6, 2019

The meeting came to order at 7:03 pm in the card room of Sandpiper Towers. Directors in attendance in person were Bill Knoth, Kelly Murray, Dennis Smith and Delores Melton. Attending via speaker phone was Scott Feighner. All directors present.

Agenda items:

1. Monthly meetings. The board will start having monthly meetings for the next few months. It was noted that there may be some months such as July when board members are away. Suggested date was the second Wednesday evening of the month. Next date was March 13th.
2. 15% interest charge on assessments and monthly fees:
3. Credit card acceptance of payments:

Dennis Smith made a motion seconded by Bill Knoth that we charge as our documents state that assessments whether special or regular monthly assessments and any installments thereof not paid on or before ten (10) days after the due date shall bear interest at the rate fifteen percent (15%) per annum and that we accept credit cards as payment with an anticipated card charge of 3%. Motion was seconded by Bill Knoth, All in favor, motion approved. This will take effective April 1, 2019.

4. Painting specs: The painting specs were discussed. The side railings (fences) do not need to be included in building painting, but screen exterior framework to be done on all balconies. Owners are encouraged to submit color samples to board before the next meeting so board may select a few to send to owners for approval.

5. Waste management: Bill made a motion that we accept the current arrangement of 2 dumpsters with two pickups per week at the rate quoted which will be approximately \$6400 more than budgeted for in 2019 rather than giving up parking spots, motion was seconded by Dennis Smith. All in favor, motion approved.

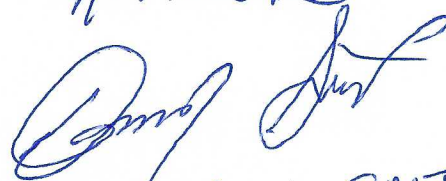
6. Engineer Reserve Study: A reserve study was discussed. Dennis Smith made a motion that we do an all inclusive engineer reserve study at an anticipated cost of \$6594. motion seconded by Scott Feighner. All in favor. Motion approved.

A request was made by the board to contact our attorney for a clarification on fire sprinklers and Chapter 509, Div of Hotels and restaurants regarding transient rentals.

Kelly made a motion to adjourn seconded by Delores, all in favor. Meeting adjourned at 8:39 pm

Respectfully submitted,

Carolyn Kendall

APPROVED

DENNIS J. SMITH

BOARD OF DIRECTORS MEETING
SANDPIPER TOWERS CONDOMINIUM ASSOC., INC

MARCH 13, 2019

The meeting was called to order by Dennis Smith, President, at 7:00 pm in the card room of Sandpiper Towers. Directors in attendance were Bill Knoth, Dennis Smith, Kelly Murray, Delores Melton. Attending via speakerphone was Scott Feighner. All directors present.

Bill Knoth stepped down as president and Dennis Smith who was vice president became president. A motion was made to make Scott Feighner vice president by Dennis, seconded by Delores. All in favor to approve Scott as Vice president.

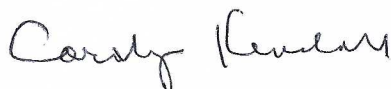
Kelly Murray announced he would be withdrawing from the Board after this meeting.

Notice was received that the car parked in the garage with the expired tag has been renewed.

Store room rental of storage common areas in building will be rented out as source of income for building. Scott made a motion that these common area storerooms located at the end of north and south hallways and the storeroom located off the three bedroom store room as well as future cages located in the area outside of three bedroom cages to be rented to owners in accordance of seniority. Monthly rates will be \$50.00 for large room off three bedroom cage area, \$35.00 for storeroom at end of hall and \$25.00 if future cages are built in area outside three bedroom cage. Motion seconded by Dennis Smith. All in favor. It was noted that these rooms need to be cleaned out by April 1.

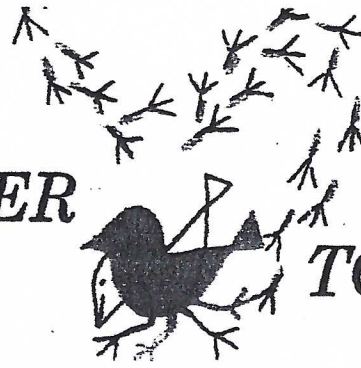
Dennis Smith made a motion to adjourn, seconded by Kelly Murray, all in favor meeting adjourned at 8:54 pm.

Respectfully submitted,



Carolyn Kendall, Secretary

SANDPIPER



TOWERS

205 Highway A1A
Satellite Beach, FL 32937
Phone: (321) 773-7344

March 25, 2019

Dear Unit owner:

This letter is to inform you of a special assessment approved at a duly called meeting of the Board of Directors on March 22, 2019 for the purpose of an assessment for a reserve study and increased costs for trash pickup for 2019. Reserve study cost is \$6,594.00 and trash pickup is \$6,481.00 for a total assessment of \$13,078.00

The breakdown per unit is as follows:

EFFICIENCY:	\$180.00
1 BEDROOM	\$196.00
2 BEDROOM	\$221.00
3 BEDROOM	\$247.00

Payment will be due by May 1st, 2019

Sincerely,

A handwritten signature in black ink, appearing to read "Dennis Smith", written in a cursive style.

Dennis Smith, president

MINUTES OF BOARD OF DIRECTORS MEETING
SANDPIPER TOWERS CONDOMINIUM ASSOCIATION

MARCH 22, 2019

The meeting was called to order by board president, Dennis Smith at 7:02 pm in the card room of Sandpiper Towers. Directors in attendance were Dennis Smith, Delores Melton, Bill Knoth. Attending via speaker phone was Scott Feighner. All directors present.

The minutes of the March 13, 2019 meeting were read and approved as read.

The purpose of this meeting is to make an assessment for the added 2019 costs for trash pickup and to pay for a reserve study. The cost of the reserve study will be \$6,594.00 and added cost for trash pickup will be \$6481.00 for a total assessment of \$13,078.00. Bill Knoth made a motion to approve the assessment seconded by Delores Melton. All in favor, motion approved. The assessment will be due by May 1, 2019. The breakdown per unit will be as follows:

Efficiency:	\$180.00
1 bedroom	\$196.00
2 bedroom	\$221.00
3 bedroom	\$247.00

Dennis Smith made a reminder that effective April 1, any payments not received by the 10th of the month will be subject to a 15% per annum interest charge.

Delores Melton made a motion seconded by Bill Knoth that Joanne Goodfellow be appointed to fill the seat vacated by Kelly Murray. All in favor, motion carried.

Delores Melton mentioned that the building will be obtaining a dumpster so that anyone cleaning out the storage area will have a place to get rid of their stuff.

Delores made a motion to adjourn the meeting seconded by Bill Knoth. All in favor, meeting adjourned at 8 pm.

Respectfully submitted,

Carolyn Kendall

Carolyn Kendall, secretary

APPROVED
Dennis Smith

MINUTES OF BOARD OF DSIRECTORS MEETING
SANDPIPER TOWERS CONDOMINIUM ASSOC., INC

APRIL 10, 2019

The meeting was called to order at 6:59 pm in the card room of Sandpiper Towers by board president, Dennis Smith. All directors were in attendance (Dennis Smith, Scot Feighner, Bill Knoth, Joanne Goodfellow and Delores Melton)

Scott Feighner made a motion to increase maintenance fees as follows:

Efficiency	\$21.00 per month - new fee will be \$422.00 per month
1 bedroom	\$22.00 per month – new fee will be \$460.00 per month
2 bedroom	\$25.00 per month- new fee will be \$518.00 per month
3 bedroom	\$28.00 per month – new fee will be \$577.00 per month

Delores Melton seconded the motion. All in favor increase approved, effective May 1

Scott Feighner made a motion to increase parking fees by \$5.00 so canopy parking will be rented at \$25.00 per month and garage parking will go to \$30.00 per month. Joanne Goodfellow seconded the motion. All in favor, Motion approved. Effective May 1

A proposal was presented by Spectrum Cable for bulk service to the building to include internet for all units. Our current contract costs \$40. per unit and the increased rate will be \$47.00 . It will include 264 channels, high speed internet 100Mbps, includes two HD boxes, one router and one modem.. The following can be added and billed separately to unit owner: \$9.99 for home phone,\$7.50 for an additional HD box, \$12.00 for DVR Service and \$7.50 for DVR box. Joanne Goodfellow made a motion to accept proposal, seconded by Bill Knoth, All in favor, Note new contract will become effective in 60 days.

Scott Feighner made a motion to increase maintenance hours by 20 hours at no additional HOA expense, seconded by Delores Melton . All in favor, motion approved.

A building priority list was discussed The engineering report conducted earlier is expected by April 25 so a meeting is scheduled for April 25, at 7 pm in the card room of Sandpiper Towers

Some quotes have been received for priority list such as front door quote \$11,000, fire alarm upgrade \$59,342.00 and gas lines \$4500.00. quotes are still being sought.

Additional agenda items: AC bleed valves/ hoses on AC units. We have had AC water hoses break in two units and most of the AC hoses are the same age so owners need to have them replaced.

Joanne Goodfellow made a motion that the date for board meetings be changed to the 2nd Thursday of the month, Scott Feighner seconded the motion. All in favor. Motion approved.

Delores asked to head a project committee. Scott made a motion to have a project committee seconded by Joanne Goodfellow. All in favor. Motion approved.

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
May 16, 2019 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Treasurer, Delores Melton, called the meeting to order on behalf of the President, Dennis Smith, at 7:02 pm.
- (b) Treasurer, Delores Melton, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
William Knoth, Director	Dennis Smith, President	
Delores Melton, Treasurer	Scott Feighner, Vice President	
	Joanne Goodfellow, Director	

Delores Melton declared a quorum was present.

Delores Melton stated that during meetings where the President, Dennis Smith, would be part of the quorum via telephone that she had been asked to chair the meetings.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting was Posted on or before 9:00 am on May 13, 2019, in accordance with Florida Statues and Sandpiper Towers’ by-laws.

Delores Melton stated that notice of this meeting pertaining to the assessment was provided to all owners 14 days in advance, May 1, 2019, in accordance with Florida Statues and Sandpiper Towers’ by-laws.

III. Reading and Approval of Minutes:

Delores Melton read the minutes of the April 10, 2019, meeting. There were no corrections. Dennis Smith made the motion to approve the minutes as read, seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

IV. Old Business:

- (a) Joanne Goodfellow read an email received from Betsy French.

V. Current Business.

- (a) Additional Board of Directors Vote to approve the Fire Alarm System Contract with ATP. Motion made by Bill Knoth to approve, seconded by Scott Feighner.

All in Favor. None Opposed. Motion Approved.

- (b) Motion made by Bill Knoth to approve the assessment as follows for the Gas Lines and the Fire Alarm System, seconded by Scott Feighner:

\$ 925.00	Efficiency
\$1,009.00	One Bedroom
\$1,139.00	Two Bedroom
✓ \$1,269.00	Three Bedroom

} Due: 6/15/2019

- (c) Motion made by Dennis Smith to have the assessment for the gas pipes and fire alarm system due on or before June 15, 2019, seconded by Scott Feighner.

All in Favor. None Opposed. Motion Approved.

Sandpiper by-laws official record: 2398, page 0458 states assessments made over 10 days late shall bear interest at rate of 15% with all payments first applied to the interest.

- (d) Bill Knoth made a motion that all parking spaces that are 60 days in arrears must be surrendered to the association on the 61st day, motion was seconded by Joanne Goodfellow.
- (e) An analysis of the Parking Spaces will be completed by utilizing the articles of organization and additional sources to determine the single vehicles parked in two spaces.
- (f) Letters will be sent to all unit owners containing Florida Law pertaining to the use of common areas when maintenance fees and/or assessments are in arrears.
- (g) The phone numbers to contact for after hours assistance is: Randy Hewlett (315) 250-2999, Georgia Garrett (321) 773-5535. Georgia Garrett is not a building manager, but has agreed to be accessible to contact Randy Hewlett and/or needed repair companies. Finally, you can call Delores Melton (904) 651-2074. After Hours assistance that is not a building issue will be invoiced to the unit owners.
- (h) Effective, May 18, 2019, there will be a record log of all condo unit access.
- (i) Scott Feighner made a motion to charge a minimum fee of \$25, plus an additional \$30 per hour, per person for all after hours assistance that is not a building issue, seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

- (j) Dennis Smith made a motion to defer the Board of Directors vote to all unit owners for a majority vote to either sell unit #212 or rent #212, seconded by Bill Knoth. Letter to include any relevant information available for unit #212. Unit #212 is owned and deeded in the name of the association.

All in Favor. None Opposed. Motion Approved.

- (k) Joanne Goodfellow made a motion to have all votes due 30 days after the mailing date of the voting documents addressing the sell and/or rental of #212, seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

- (l) Additional agenda items for discussion that unit #212 will be vacant as of June 30, 2019, all expenses for unit #212, including the June 15th assessment is being paid by the association. Board members were unanimous on the decisions.
- (m) Discussion on Reserve Inspection Report and Agenda Questions.

- Board is interviewing and obtaining quotes to hire a project engineer for the association.

The manager announced she would be leaving as manager effective May 15, 2019 , Also since the annual report that is due on April 30th lists all the offices, she will resign as secretary after this meeting so the report can reflect the correct officers for the year.

Scott Feighner made a motion to adjourn seconded by Delores Melton. All in favor, meeting adjourned.

Respectfully submitted,

Carolyn Kendall

Carol Kendall

Delores Melton 5/15/2019

Bill Smith 5/15/2019

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
May 16, 2019 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Treasurer, Delores Melton, called the meeting to order on behalf of the President, Dennis Smith, at 7:02 pm.
- (b) Treasurer, Delores Melton, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
William Knoth, Director	Dennis Smith, President	
Delores Melton, Treasurer	Scott Feighner, Vice President	
	Joanne Goodfellow, Director	

Delores Melton declared a quorum was present.

Delores Melton stated that during meetings where the President, Dennis Smith, would be part of the quorum via telephone that she had been asked to chair the meetings.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting was Posted on or before 9:00 am on May 13, 2019, in accordance with Florida Statutes and Sandpiper Towers’ by-laws.

Delores Melton stated that notice of this meeting pertaining to the assessment was provided to all owners 14 days in advance, May 1, 2019, in accordance with Florida Statutes and Sandpiper Towers’ by-laws.

III. Reading and Approval of Minutes:

Delores Melton read the minutes of the April 10, 2019, meeting. There were no corrections. Dennis Smith made the motion to approve the minutes as read, seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

IV. Old Business:

- (a) Joanne Goodfellow read an email received from Betsy French.

V. Current Business.

- (a) Additional Board of Directors Vote to approve the Fire Alarm System Contract with ATP. Motion made by Bill Knoth to approve, seconded by Scott Feighner.

All in Favor. None Opposed. Motion Approved.

- (b) Motion made by Bill Knoth to approve the assessment as follows for the Gas Lines and the Fire Alarm System, seconded by Scott Feighner:

\$ 925.00	Efficiency
\$1,009.00	One Bedroom
\$1,139.00	Two Bedroom
✓\$1,269.00	Three Bedroom

} Due: 4/15/2019

- (c) Motion made by Dennis Smith to have the assessment for the gas pipes and fire alarm system due on or before June 15, 2019, seconded by Scott Feighner.

All in Favor. None Opposed. Motion Approved.

Sandpiper by-laws official record: 2398, page 0458 states assessments made over 10 days late shall bear interest at rate of 15% with all payments first applied to the interest.

- (d) Bill Knoth made a motion that all parking spaces that are 60 days in arrears must be surrendered to the association on the 61st day, motion was seconded by Joanne Goodfellow.
- (e) An analysis of the Parking Spaces will be completed by utilizing the articles of organization and additional sources to determine the single vehicles parked in two spaces.
- (f) Letters will be sent to all unit owners containing Florida Law pertaining to the use of common areas when maintenance fees and/or assessments are in arrears.
- (g) The phone numbers to contact for after hours assistance is: Randy Hewlett (315) 250-2999, Georgia Garrett (321) 773-5535. Georgia Garrett is not a building manager, but has agreed to be accessible to contact Randy Hewlett and/or needed repair companies. Finally, you can call Delores Melton (904) 651-2074. After Hours assistance that is not a building issue will be invoiced to the unit owners.
- (h) Effective, May 18, 2019, there will be a record log of all condo unit access.
- (i) Scott Feighner made a motion to charge a minimum fee of \$25, plus an additional \$30 per hour, per person for all after hours assistance that is not a building issue, seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

- (j) Dennis Smith made a motion to defer the Board of Directors vote to all unit owners for a majority vote to either sell unit #212 or rent #212, seconded by Bill Knoth. Letter to include any relevant information available for unit #212. Unit #212 is owned and deeded in the name of the association.

All in Favor. None Opposed. Motion Approved.

- (k) Joanne Goodfellow made a motion to have all votes due 30 days after the mailing date of the voting documents addressing the sell and/or rental of #212, seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

- (l) Additional agenda items for discussion that unit #212 will be vacant as of June 30, 2019, all expenses for unit #212, including the June 15th assessment is being paid by the association. Board members were unanimous on the decisions.

- (m) Discussion on Reserve Inspection Report and Agenda Questions.

- Board is interviewing and obtaining quotes to hire a project engineer for the association.

- Project engineer will prepare a base bid package for concrete restoration companies.
- Concrete restoration base bid will be for the sea wall and the building.
- Board of Directors open discussion on there will be no mortgage obtained on the building for upcoming repairs.
- No current mortgage on the building or unit #212.

VI. New Business.

- (a) Georgia Garrett was hired by the Board of Directors as Association Assistant. Motion was made by Scott Feighner to add Georgia Garrett to the association bank accounts and remove Bill Knoth, seconded by Dennis Smith.

All in Favor. None Opposed. Motion Approved.

All Association checks will be issued with two signatures.

VII. Adjournment.

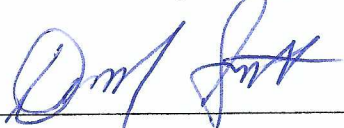
Delores Melton asked if there were any other items of new business or other business. There being no additional items, Bill Knoth made a motion to close the meeting, seconded by Delores Melton.

All in Favor. None Opposed. Meeting Adjourned at 9:06 pm

The foregoing minutes were read on _____, 2019, and signed in to record by:

Bill Knoth, Director on behalf of Dennis Smith, President	Date

Delores Melton, Treasurer on behalf of Dennis Smith, President	Date

	
Dennis Smith, President	Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
June 4, 2019 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Treasurer, Delores Melton, called the meeting to order on behalf of the President, Dennis Smith, at 7:00 pm.
- (b) Treasurer, Delores Melton, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
William Knoth, Director	Dennis Smith, President	
Delores Melton, Treasurer	Scott Feighner, Vice President	
	Joanne Goodfellow, Director	

Delores Melton declared a quorum was present.

Delores Melton stated that during meetings where the President, Dennis Smith, would be part of the quorum via telephone that she had been asked to chair the meetings.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting was Posted on or before 3:00 pm on June 2, 2019, in accordance with Florida Statutes and Sandpiper Towers' by-laws.

III. Reading and Approval of Minutes:

Delores Melton read the minutes of the May 16, 2019, meeting. There was one correction to the minutes before the meeting, and one retracted vote of yes while reading the minutes

Correction One: Requested in writing from Susan Brown:

- (a) Why were there no mention of the Board building cages, on each floor, in the common area storage room where the three-bedroom cages are located? As per our lawyer; we can rent common areas as long as the “use is not changed”. Common area storage is still being used as common area storage.
- (b) Susan would like the board to provide her with the law stating this information. Lawyer has not provided, and/or returned calls, texts, and emails.
- (c) Note from Board: As previously stated in several meetings, the large common area storage space was utilized by three-bedroom condo owners only. However, this should have never been the case as these areas were designed to be used by all owners, not just the three-bedroom unit owners on each floor. Therefore, the board, in an effort to be fair and considerate to all owners, and provide additional income for the building, voted to build additional cages to be rented to owners based upon seniority.

Correction Two: During the reading of the minutes, Joanne Goodfellow, Director retracted her vote of yes in section (i):

Scott Feighner made a motion to charge a minimum fee of \$25, plus an additional \$30 per hour, per person for all after hours assistance that is not a building issue, seconded by Bill Knoth.

Four in Favor. Joanne Goodfellow abstained. Motion Approved by Majority Vote.

Dennis Smith made the motion to approve the corrected minutes as read, seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

IV. Old Business:

Tom Horas, retired architect, measured and is drawing up a plan for the parking spaces. Update: drawing was submitted to the office before the issuance of minutes.

V. Current Business.

(a) Delores Melton made a motion to hire a new CPA to compile annual review, financials, and tax return at a maximum rate of \$1,500 annually, current CPA rate is \$3,000 annually. Motion seconded by Scott Feighner.

Four in Favor. One Abstained Vote by Joanne Goodfellow. Motion Approved by Majority Vote

(b) Dennis Smith made a motion to hire a new association lawyer as soon as possible. Motioned seconded by Delores Melton.

Four in Favor. One Abstained Vote by Joanne Goodfellow. Motion Approved by Majority Vote

(c) Dennis Smith made a motion to move the savings account from Bank of America to Wells Fargo allowing reserve accounts to be separated as sub-accounts under one savings account. Motion seconded by Bill Knoth.

All in Favor. None Opposed. Motion Approved.

(d) Motion made by Dennis Smith to cash in the CD at Bank of America and deposit the funds in the Wells Fargo Savings Account. CD is included in previous calculations for reserve funds total. Motion seconded by Scott Feighner.

All in Favor. None Opposed. Motion Approved.

(e) Dennis Smith made a motion to acquire services of project manager for sea wall and building concrete restoration projects. Motion seconded by Scott Feighner.

All in Favor. None Opposed. Motion Approved.

(f) Dennis Smith made a vote to not combine (pull together) the Sea Wall Reserve Funds with the Building Concrete and Paint Funds. Motion seconded by Delores Melton.

All in Favor. None Opposed. Motion Approved.

(g) Bill Knoth made a motion to begin the Concrete Restoration of the Sea Wall when estimate is received from Keystone Engineering. Dennis Smith seconded the motion.

All in Favor. None Opposed. Motion Approved.

(h) Bill Knoth made a motion to form a Committee for special projects and/or enforcing house rules with house rule violations leading to fines, and collections. Dennis Smith seconded the motion.

All in Favor. None Opposed. Motion Approved.

VI. Adjournment.

Delores Melton asked if there were any other items of new business or other business. There being no additional items, Delores Melton made a motion to close the meeting, seconded by Bill Knoth.

All in Favor. None Opposed. Meeting Adjourned at 8:40 pm

The foregoing minutes were read on June 4TH, 2019, and signed in to record by:

Bill Knoth

Bill Knoth, Director on behalf of Dennis Smith, President

6/11/19

Date

Delores Melton

Delores Melton, Treasurer on behalf of Dennis Smith, President

6/11/2019

Date

Dennis Smith

Dennis Smith, President

6/11/19

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
June 25, 2019 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The President, Dennis Smith, called the meeting to order at 7 pm.
 (b) The President, Dennis Smith, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President	Scott Feighner, Vice President	
Delores Melton, Treasurer	Joanne Goodfellow, Director	
William Knoth, Director		

Dennis Smith declared a quorum was present.

II. Proof of Notice of Meeting:

Dennis Smith stated that notice of this meeting was Posted on or before 7:00 pm on June 11, 2019, in accordance with Florida Statutes and Sandpiper Towers' by-laws.

III. Reading and Approval of Minutes:

All old business from the June 4, 2019 meeting, and new business will be addressed at our next monthly board of directors meeting, including the reading of the minutes from the June 4th meeting.

IV. Current Business.

- (a) Present was Wren Insurance Agency to provide us the obtained insurance quotes for renewal. Dennis Smith made a motion to renew amounts and policies as presented. Motion seconded by William Knoth.

Five in Favor. Motion Approved by Majority Vote.

- (b) Seawall Insurance Non-Renewal from Lexington/Aspen. As per Wren, we have two options, which are Private Flood Policy and State Based Programs (NFIP).

NFIP will not cover sea walls.

\$39,449 Private Flood Option for \$300,000 that can be added any time, Flood Only, No Hazard.

\$33,479 Previous Policy with Lexington/Aspen for Sea wall for Hazard and Flood. This policy never covered erosion, wear and tear. The sea wall was part of the Policy.

- (c) Dennis Smith, President, made a brief reminder statement for the upcoming concrete restoration repairs for the building.

1. The Association obtains a Reserve Inspection Study, not an engineering report.
2. Although we chose an Engineering Firm for the Reserve Inspection Study, an Engineering firm is not required for a Reserve Inspection Study. However, we are required to hire a structural engineer to oversee the projects, and this is why we are voting on Keystone Engineering and Consulting, Inc.

(d) Delores Melton made a motion to retain the services of Keystone Engineering and Consulting, Inc. as our Project Engineers for the upcoming Concrete Restoration of the building. Motion seconded by Joanne Goodfellow.

Five in Favor. Motion Approved by Majority Vote.

(e) Dennis Smith made a motion for Keystone Engineering to complete Phase I of the sea wall project. Motion seconded by Scott Feighner.

Five in Favor. Motion Approved by Majority Vote.

(f) Delores Melton made a motion to pay Keystone Engineering the cost of \$2,400 from the Sea Wall Reserve Funds as this is part of the sea wall concrete restoration. Hence, requiring no assessment. Motion seconded by Scott Feighner.

Five in Favor. Motion Approved by Majority Vote.

(g) Scott Feighner made a motion for Keystone Engineering to complete Phase I of the concrete restoration project for the building. Motion seconded by Dennis Smith.

Five in Favor. Motion Approved by Majority Vote.

(h) Scott Feighner made a motion to pay Keystone Engineering the cost of \$5,800 to complete Phase I of the building concrete restoration project from the Building Concrete and Painting Reserve Funds as this is part of the concrete restoration project for the building. Motion seconded by Joanne Goodfellow.

Five in Favor. Motion Approved by Majority Vote.

V. Status of Unit #212.

(a) The Association is waiting the results of the realtor(s) to provide market price.

(b) Carolyn Kendall's tenant moved. Ms. Kendall will remain in the unit for a few days in July until the carpet is replaced in her unit. This accompanied with the 4th of July, Independence Day Holiday, the Board granted Carolyn Kendall the additional days requested.

VI. Adjournment.

Dennis Smith stated no additional items on the agenda. There being no additional items, Delores Melton made a motion to close the meeting. Motion seconded by William Knoth.

All in Favor. None Opposed. Meeting Adjourned at 8:20 pm

The foregoing minutes were read on Sept 19, 2019, and signed in to record by:

Bill Knoth

9/19/19

Bill Knoth, Director on behalf of Dennis Smith, President

Date

Delores Melton

9/19/2019

Delores Melton, Treasurer on behalf of Dennis Smith, President

Date

Dennis Smith

Dennis Smith, President

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
September 19, 2019 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Treasurer, Delores Melton, called the meeting to order on behalf of the President, Dennis Smith, at 7:00 pm.
- (b) Treasurer, Delores Melton, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
William Knoth, Director	Dennis Smith, President	
Delores Melton, Treasurer	Scott Feighner, Vice President	
Joanne Goodfellow, Director		

Delores Melton declared a quorum was present.

Delores Melton stated that during meetings where the President, Dennis Smith, would be part of the quorum via telephone that she had been asked to chair the meetings.

Delores Melton read a statement from the President, Dennis Smith, as follows:

Please raise your hand to speak. Please keep a minimum of two to three minutes so everyone can be heard. If you need to communicate please step in the hallway. Please stay on the current topic being discussed.

Some topics being discussed tonight will be emotional for some unit owners. Therefore, we require every unit owner to have a respectful tone, and do not interrupt while someone else is speaking. Verbal abuse and disrespectfulness will not be tolerated.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting was Posted on or before 7:00 pm on September 17, 2019, in accordance with Florida Statues and Sandpiper Towers’ by-laws.

III. Reading and Approval of Minutes:

Delores Melton read the minutes of the June 25, 2019, meeting.

Joanne Goodfellow made a motion to approve the minutes “as is”. Seconded by Bill Knoth.

Five in Favor. Motion Approved by Majority Vote.

IV. Old Business:

Wren Insurance email discussed requesting the number of units rented and/or managed by Carolyn Kendall, and the number of units rented and/or managed by owners through sites such as VRBO.

Carolyn Kendall will provide the number of units she manages this upcoming week.

Other old business is discussed under new agenda requests by Susan Brown.

V. Current Business.

(1) Joyce Wooden read a statement addressed to the Board of Directors

- Statement Attached as requested by Joyce Wooden.

Sandy Litton read a statement addressed to the Board of Directors.

- Statement Attached as requested by Sandy Litton.

(2) Pat Wooden requested details on the power tools, and other items being stored in the boiler room.

- Board Member Bill Knoth will have the boiler room emptied as soon as possible.

(3) Unit owner Georgia Garrett discussed parking and building cleaning.

- Bylaws of the condo association will be enforced to rent only one parking space per unit owner. Effective October 1, 2019, all spaces in the garage, including the end spaces previously provided at a discount, will be charged the same fee.
- Joanne Goodfellow agreed to discuss building cleaning with our current cleaning company.

(4) Delores Melton, Treasurer verified that all unit owners present received a copy of the 2018 tax return and supporting reviewed audit. The following was stated:

- 2019 Financials with Profit & Loss, and Balance Sheet will be completed as soon as possible.
- 2019 Financials will be released to all owners as soon as possible, no owner has received the 2019 financials as this time.
- Delores Melton, Treasurer made a statement that she received access to the association's documents on approximately May 15, 2019. Over the past four months, Delores Melton has been auditing and providing 2016, 2017 and 2018 documents as requested by unit owners and/or lawyer(s) on behalf of unit owners, setting up an accounting program with Quickbooks, implementing internal controls, and assisting with the sea wall and building concrete projects. Thus, delaying the issuing of financial statements.

(5) Marty Piechel requested that Delores Melton read the statement she wrote during the meeting.

- Statement attached as requested by Marty Piechel.

(6) Randy Hewlett read a statement to the Board of Directors.

- Statement attached as requested by Randy Hewlett

(7) Delores Melton made a motion to vote No on providing all owners limited proxy voting to stop building repairs after the sea wall is repaired. Motion seconded by Joanne Goodfellow.

Four in Favor. Bill Knoth Opposed. Motion Approved by Majority Vote.

(8) Megan Judd read a statement to the Board of Directors.

- Statement not attached as per Megan Judd. Owners may contact Megan Judd for a copy of her statement.

Adam Judd made a statement to the Board of Directors asking that the board consider having a licensed CAM involved with the building.

- Delores Melton made a statement that as per Georgia Garrett should start the process of obtaining her CAM license after the end of 2019. Approximately January or February.

(9) Joanne Goodfellow made a statement to the board of directors that employees following residents or renters makes them uncomfortable.

Joanne Goodfellow made a statement concerning landscaping with the unit owners and board of directors. Joanne stated the following:

- That she was not aware that Sandpiper Towers was doing landscaping, and the association could have avoided spending extra money by being more caring for the trees.
- In her opinion, after reviewing the landscaping documentation there should have been three arborists (tree surgeons) consulted before removing the coconut trees.
- In her opinion, soil samples should have been analyzed to determine if the trees could have received treatment before being replaced.

Dennis Smith made the statement that the decision to remove the coconut trees was made after consulting with a coconut tree specialist, with credentials, that the trees were diseased. Also, he stated that he called the insurance company, and they stated the coconuts over the pool were a liability, and this is why you no longer see coconut trees up and down the beaches.

(10) Fire System Update with Explanation:

- When quoting, fire alarm companies use their own engineer to draw up the plans to upgrade the building.
- ATP's engineer drew up the plans and submitted them for approval through the county and fire inspector's office.
- Plans were rejected and sent back to ATP for corrections.
- ATP, based upon the corrections, submitted a change order for an additional amount to Sandpiper Towers resulting in a higher cost than the original estimate.
- The fire inspector and fire marshal has granted us additional time to send the fire system back out for bid.
- Dennis Smith has been in contact with ATP and we should be receiving a check for our deposit this week.

(11) Status of Unit #212.

- Expenses for Unit #212 for the years 2016, 2017, and 2018 was emailed to all owners before the meeting. Expenses included an estimate of insurance in the amount of \$900 per year.
- Carolyn Kendall, after the meeting and Delores Melton confirmed, there was no insurance on Unit #212. Therefore, the insurance was inaccurate. Also, Carolyn Kendall paid for the cable/internet service in Unit #212.
- Delores Melton provided the selling price of \$210,000 that was given by Century 21 Ocean.
- Joanne Goodfellow requested a time line for the limited proxy voting documents to be sent to owners to sell or rent the unit. Delores Melton stated limited proxy documents would be sent by the weekend.

(12) Susan Brown requested the status on short-term rentals. Delores Melton read a statement from our lawyer detailing that Sandpiper Towers has no basis or authority to require that leases are for more than thirty (30) days.

DM: [initials]

Susan Brown requested status on Alterations to Common Elements (i.e. building cages).

- The Board of Directors voted to build cages in the large room, common areas storage room where the two 3-bedroom cages are located. Resulting in \$3,000 annual additional income.
- Lawyer's opinion is that This is a grey area. Therefore, the board should have a limited proxy vote by owners to build cages. Until the proxy vote is received the rooms are common storage area. Therefore, all owners can use the rooms for storage.

Delores Melton made for a limited proxy vote to build cages. Scott Feighner seconded the motion.

Five in favor. Motion Approved by Majority Vote.

Susan Brown requested information on funding for building repairs.

- Delores Melton stated, as previously discussed, the process of any future assessments for repairs.

Susan Brown requested to know why balconies are included with building repairs.

- Delores Melton explained that balconies are considered to be part of the building structure.

(13) Dennis Smith made a motion to approve the Lobby Resolution to replace carpet and wallpaper. Motion seconded by Scott Feighner.

VI. Adjournment.

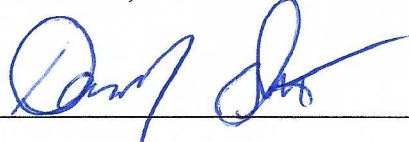
Delores Melton asked if there were any other items of new business or other business. There being no additional items, Delores Melton made a motion to close the meeting, seconded by Joanne Goodfellow.

All in Favor. None Opposed. Meeting Adjourned at 9:53 pm

The foregoing minutes were read on 10/10, 2019, and signed in to record by:

Bill Knoth, Director on behalf of Dennis Smith, President	Date
---	------

Delores Melton, Treasurer on behalf of Dennis Smith, President	Date
--	------

	<u>10/10/2019</u>
Dennis Smith, President	Date

Sandy Litton

9/19/2019

I had requested from the Board to Access Association Records of checks written, checks received, financial statements, contracts and bids for 2016/2017/2018.

After reviewing what I could in the time I had I felt as a unit owner I had to speak up about things that happened in that time period in the hopes that the same will not happen in the future.

My first surprise was seeing that we installed an Air Conditioner in Unit 212 in 2018. The invoice I found for the A/C unit was hand written by our President for \$4500 due to him from the Condo Association. A check was then written by Caroline to our President for the \$4500. In researching the cost of the air conditioner that was installed in unit 212 it is approx. \$2,800 so that tells me the balance of the \$4500 was installation fee. Since our President is not a licensed HVAC installer in the State of Florida I have to assume that a permit was not pulled for the installation. This is against the law in Florida, the State is adamant that a permit be pulled and ALL Air Conditioners must be installed by Licensed Installers. I then found out that quite a few Air Conditioners in the building were installed in owners units the same way by our President, no permit, no licensed installer. It has always been a law in the State of Florida that no sitting Board member may receive compensation in money, trade or benefits. On July 1, 2017 the State made into law that it would be a Criminal Offense. This law would include the over 10 years of free parking that Bill and Louann received for work done....this is also a Criminal Offense. My question to the board iswas the installation of the Air Conditioner by our President Approved by the Board? And with these actions by the current Board Member today why was he permitted to run for the board and why is this person still on the board?

Second: I have sat in the last 3 Annual Board Meetings where officers for our Condo have been chosen. I have heard all three times that Bill needs to be the President because he is the only one that lives here that can sign checks and contracts. I reviewed years 2016/17/18 of checks and haven't seen one signed by Bill, they have all been signed by Carolyn. This has been so much to review that I haven't had a chance to look through any contracts or bids but I will.

My last comment of my review (because I don't want to go over my 3 min) is to the 4 people that felt the need to send a letter to all unit owners regarding their displeasure of the how the board is running the building and the Reserve Study.

3 of those have put their units on the market...one of the units has sold...I have to question... was the letter an intent to stall any concrete restoration on the Sea Wall and the building until after their units sold. I respect that these individuals say that they are looking out for the unit owners but actually it may be that they are only looking out for themselves.

I would like to commend the Board for the hiring of our employees Randy and Georgia.

Randy is one of the hardest workers I have ever seen, he never takes a break, he is dedicated to his work and does an excellent job. I am sorry to say there are owners who care more about his personal life and

letting it out to the other owners than they are about his work ethics and the great job he does. Myself and many others do not care what anyone does in their personal life....we worry about the people in charge of the operation of the building and the trouble they could be getting us in to by doing things against the law.

Georgia has also been an asset to our building. She is another dedicated hard worker. She is willing to help on her own time all unit owners and renters alike. I think Georgia is one of our best building securities. She makes sure when she is working to find out who is coming through our front door. What others may call harassment I call Security for our building. One night this past summer we had a drunk renter that decided to make a scene in our parking lot with another renter that he didn't know. It was the time of night when people were returning from dinner and before you knew it we had a parking lot full of renters. Georgia handled the situation and called 911, the police came, she called the unit owners where the intoxicated man was staying with his family, the owner called the family and they left the property the next morning not to return. That day by the pool I heard more than of our renters say how lucky we were to have her in our building.

I would personally like to say Thank you to Randy and Georgia for all the hard work and effort they have put into their positions.

I realize some of the board today were also on the board in 2016, 2017 and 2018. I feel they were not aware of everything that was going on in the building. With that said I believe the board today has really stepped up to the plate, they know what is going on, they are very transparent with all unit owners, they see the neglect of our building and are doing their hardest to get things fixed. I am with them all the way!!!

I am submitting this letter to the Board.

Joyce Wooden
9/19/19

I submitted a request to review all invoices, checks written, checks received, bids and contracts as well as financial documentation for the years 2016, 2017, 2018. I had the opportunity to sort through boxes of paperwork including back deposit slips which identified payments made by each owner.

What I discovered was disturbing and disappointing. Numerous homeowners opted not to pay their monthly maintenance fees in a timely manner, and there was no penalty applied to their accounts. Several were allowed to go multiple months past due, some skipping 2-3 months at a time habitually, while many of us did the right thing and paid promptly. By law I am permitted to disclose those individuals who received this favoritism, I have no intention of doing so, as they know they know who they are, but I do wonder why this was allowed by our manager and the Board of Directors.

In Sept of 2016 we were all assessed for what I recall to be the water line out front, our payment in full was due on October 31, many of us paid our assessment on time. However, one member of the board of directors did not pay this in full, instead this person began paying \$100 over their monthly maintenance fees in Nov. 2016 and continued to do so for the next 9 months, finally paying their assessment off in August of 2017. I would like to know if the board was aware of and approved this arrangement and if so, could you please detail out for the rest of us how to go about obtaining the same type of payment plan should any of us need to do so in the future. While I realize this obligation was finally paid in full 2 years ago, if the board was unaware of this and the payment plan was not authorized, this is a simple example of favoritism which we cannot allow to happen in the future. I'd like to ask the board why this was allowed, and why this person was able to continue on the board when FL law indicates "A Director or Officer more than 90 days delinquent in the payment of any monetary obligation due the association is deemed to have abandoned the office, creating a vacancy in the office filled according to law".

I would like to thank the board for hiring a hard working maintenance man who takes pride in his work and cares deeply about our building. I am unable at this time to live at Sandpiper Towers full-time but I have noticed a difference in the building since Randy has been hired, the improvements he is making are evident and I appreciate his hard work and effort.

Finally I would like to thank the board for making difficult decisions regarding the status of our building. We cannot continue to allow the building to crumble in disrepair, it is important we take these steps, albeit financially uncomfortable for us all, in order to preserve our homes and investments for the future. I support the repairs to the sea wall and future concrete restoration as it is evident it is needed, if you simply walk around with open eyes you can easily see where the concrete is missing, paint is bubbling on the building, balconies are peeling and if repairs are not done properly or timely we all lose.

TO: SANDPIPER TOWERS BOARD OF DIRECTORS

FROM: MARTY PIESCHEL, UNIT 209

DATE: SEPTEMBER 4, 2019

RE: OPEN LETTER TO THE BOARD AND OWNERS

I would request that this letter be read at the board meeting and attached to the minutes.

As many of you know, I have resided here full time for almost 35 years. I have seen many comings and goings of board members and condo employees.

In the last several months I have observed a shift in our community. It seems now there is a neighbor against neighbor feeling. It pains me to see this.

For many, many, many years we had an onsite manager, Carolyn. How fortunate were we. She was always available 24/7 for any emergencies. She knew the building inside and out and was able to handle whatever came up. I'm so glad she is still part of our community.

I know most of you are aware that the board positions are unpaid. Any work they do is on their own time and dime. I cannot say how impressed I am with Delores. She is onsite and seems to be handling the vast majority of arising issues. I know she has a full time business to run yet has devoted endless hours to the office and building. I want to personally say thank you so much for this. I hope others will tell her how much she is appreciated.

Georgia has taken on some of the office responsibilities. She has been helping those in this building for years prior to this. I have seen her work outside on the grounds and inside. I know she has helped people pack, move, relocate household items to storage facilities, driven residents to doctors and done grocery shopping for those in need. Isn't this the kind of neighbor people wish they had in their condos?

What a blessing Randy has been. I can say without a doubt that he is the best handyman we have ever had. I never see him sitting down. He is always working, repairing or replacing. This has not been the case in the past. How fortunate for all of us that he is an onsite resident. I have seen him make himself available at all hours when something needs tending to. We all must realize what an advantage this is to us. However, let's remember there are some jobs that should be handled by licensed and insured professionals.

I would like to ask every owner and board member what you would like to see change. What are you willing to take on if these people were not doing what they do? Do you want a full time management company? I do not. I have had friends in the past and they say it is terrible. There is no personal relationship. You call them and they get back to you sometime. You might not see a maintenance person for days to handle your problem. Some people say it is a revolving door of trying one company after another. It is also expensive.

I am asking my fellow neighbors to think about what type of building you want to live in. One where you just nod at people as you pass by in the hallway or one where you know people and drop in for a visit or have happy hour with? You are my friends, not just acquaintances.

Please, let's go back to the days we all helped each other and had kind words to say about others and really appreciated those who worked here and gave tirelessly of themselves and had a smile and a thank you for the hard work that is done by a very few. It is easy to complain, Would you want any of these jobs? I don't. They are of great service to us. Lets let them know it.

I know I am waiting on what is to come. Assessments are in the air. I don't like it any more than anyone else. However, this apartment is one of my biggest assets. To maintain the value money must be spent. There is only so much beach property available and we all have a small slice of it. We all know how much it costs to maintain the homes we have had or still have. We have been spared many assessments in the past. Caroline worked on a shoestring budget to keep things going. However, time has caught up with an old building and we must start taking care of some of the big items along with the small items.

Thank you Delores, Georgia, Randy and Carolyn. We all owe you a great deal for you time and effort.

I would like to take this opportunity to address the residents and the board members of sandpiper towers regarding several slanderous accusations made against me to all owners in a letter. Within this letter it was suggested that I have aliened myself with a culture of intimidation bullying and gossip. My intention is to set the record straight, separate fact from fiction and share with everybody my intentions and interest going forward.

It was suggested that I have conspired to install hidden surveillance cameras in the building. I categorically deny any involvement with this type of activity. I am unaware of any surveillance cameras deployed to monitor employee behavior or monitor public areas within the building. Furthermore, I find it offensive that anyone would suggest that I would be involved in this type of behavior.

Within the letter it also suggested my interest in getting an employee fired. I would like everyone in this room to understand my complex roll that I have within the building. I'm an owner, I'm a friend; I'm a neighbor and am employee of this building. As an employee I answer to the board of directors. And when I see something that is not in the best interest of the building I share it with the intent of making things better for all.

It is true that in the past I have questioned the work ethic, effectiveness and the lack of accountability of an individual that is getting paid by all us to provide cleaning service to the building. As an owner my desire is to see that our HOAs get distributed in the most effective way. My comments were designed to maximize accountability and not to get anyone fired or make them feel intimidated.

The last topic I would like to address is the suggestion that my criminal record represents a concern to every owner. It is true that 10 years ago I made a singular mistake that resulted in me having record. What I did 10 years ago doesn't define me. I believe it is now resurfacing with the sole intent of assonating my character. Is there anyone in this room that wants to be defined by the biggest mistake they ever made. Let me make this perfectly clear I represent no threat to any owner, or occupant of this building. However there are people who do represent a clear and present risk to this building. It's all of our responsibility to make sure we look out for the best interest of our community.

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
October 10, 2019 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Meeting was called to order on October 10, 2019, at 7:00 pm.
- (b) Dennis Smith, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President	Scott Feighner, Vice President	William Knoth, Director
Delores Melton, Treasurer		
Joanne Goodfellow, Director		

Dennis Smith declared a quorum was present.

Dennis Smith stated the following:

Please raise your hand to speak. Please keep a minimum of two to three minutes so everyone can be heard. If you need to communicate please step in the hallway. Please stay on the current topic being discussed. Verbal abuse and disrespectfulness will not be tolerated.

II. Reading and Approval of Minutes:

Dennis Smith read the minutes of the September 19, 2019, meeting.

Delores Melton made a motion to approve the minutes “as is”. Seconded by Joanne Goodfellow.

All in Favor. Motion Approved.

III. Old Business:

Rule #28: Unit owners must notify the manager each time their unit is occupied by someone other than the owner. A copy of the house rules must be given to each new occupant.

Waiting on lawyer’s opinion and instructions.

IV. New Business.

(1) Limited Proxy Vote to Build Cages: 49 Yes Votes and 6 No Votes.

Rules for Cage Renting: Waiting list on the bulletin board in the office for rooms and cages.
 Cages were offered through the seniority list when rooms were offered.
 Current and/or New Owners can add their name to the waiting list.

Scott Feighner made a motion to approve the rules. Seconded by Delores Melton. All in Favor. Motion Approved.

(2) Scott Feighner made a motion to build cages. Seconded by Delores Melton. All in Favor. Motion Approved.

(3) Limited Proxy Vote to Sell Unit #212. 52 Yes Votes and 3 No Votes.

Joanne Goodfellow made a motion to sell Unit #212. Motion seconded by Scott Feighner. All in Favor. Motion Approved.

Joanne Goodfellow made a motion to have Adam Judd provide a limited MLS listing for Unit #212. Seconded by Scott Feighner. All in Favor. Motion Approved.

Joanne Goodfellow made a motion to start the listing price of Unit #212 at \$210,000 and to paint the walls. Motion seconded by Delores Melton. All in Favor. Motion Approved.

The Board of Directors will determine the future listing price of the unit based upon interest.

(4) Joanne Goodfellow made a motion to divide the North Garage and North Garage Roof Deck from the "Building Concrete Restoration Project". Motion seconded by Delores Melton. All in Favor. Motion Approved.

After consulting with Keystone Engineering separating the projects will not be financially feasible.

(5) Request was made by Delores Melton to form a Budget Committee, headed by Delores Melton and to include Rod Heck and Elizabeth Kramer.

Joanne Goodfellow made the motion to approve the request. Motion seconded by Scott Feighner. All in Favor. Motion Approved.

(6) Board Vote to move the January 9, 2020, Board of Directors Meeting to the 3rd Thursday, January 16, 2020. The Annual Meeting will be on Saturday, January 18, 2020.

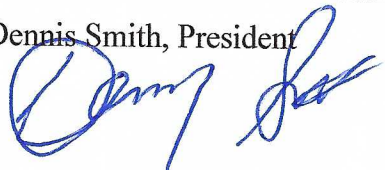
Joanne Goodfellow motioned to accept the date changes. Seconded by Scott Feighner. All in Favor. Motion Approved.

V. Adjournment.

Dennis Smith asked if there were any other items of new business or other business. There being no additional items, Scott Feighner made a motion to close the meeting, seconded by Joanne Goodfellow.

All in Favor. None Opposed. Meeting Adjourned at 8:16 pm

The foregoing minutes were read on 12/12/19, 2019, and signed in to record by DELORES MAINE MOTION, JOANNE SECONDED 12/12/19

Dennis Smith, President


JoAnne Motion to Accept
Scott. Motion to Second
Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
November 14, 2019 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Meeting was called to order on November 14, 2019, at 7:00 pm.
- (b) Dennis Smith, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President		
Scott Feighner, Vice President		
Delores Melton, Treasurer		
Joanne Goodfellow, Director		
William Knoth, Director		

Dennis Smith declared a quorum was present.

Dennis Smith stated the following:

Please raise your hand to speak. Please keep a minimum of two to three minutes so everyone can be heard. If you need to communicate please step in the hallway. Please stay on the current topic being discussed. Verbal abuse and disrespectfulness will not be tolerated.

II. Reading and Approval of Minutes:

Dennis Smith, President, stated that the Minutes from October, 2019 Board Meeting would be read at the December, 2019, meeting. Therefore, providing Keystone Engineering ample time to present the Board of Directors with a powerpoint presentation.

All owners were asked to save questions for the January Board of Directors meeting where Keystone Engineering will be present for a questions and answers session

III. Old Business:

There was no old business presented.

IV. New Business.

- (1) Keystone Engineering presented a Powerpoint detailing the concrete restoration project for the building.
- (2) Joanne Goodfellow discussed bringing in a management company to manage Sandpiper Towers.
- (3) Sandy Litton head of the Compliance Committee provided the Board of Directors with an update on warnings and fines issued for the previous month.
- (4) Delores Melton made the motion to receive Limited Proxy Votes electronically. Scott Feighner seconded the motion. All in Favor. Motion Approved.

(5) The Board of Directors voted on the Resolution to charge an Estoppel Fee in the amount of \$250 per Document.

Scott Feighner made the motion to charge the fee. Delores Melton seconded the motion. All in Favor. Motion Approved.

Dennis Smith, President, signed the Resolution to be filed accordingly.

(6) Board vote to charge .25 per page fee for copying documents or providing copies of documents.

Joanne Goodfellow made a motion to charge the .25 fee. Seconded by Scott Feighner. All in Favor. Motion Approved.

(7) Board Vote for Special Assessment in the amount of \$5,800 for legal fees as follows:

- \$ 78 Efficiency
- \$ 85 One Bedroom Units
- \$ 96 Two Bedroom Units
- \$ 107 Three Bedroom Units

Scott Feighner made a motion for the special assessment with a due date of December 1, 2019. Motion seconded by Delores Melton. All in Favor. Motion Approved.

(8) Hours before the meeting Keystone Engineering provided the following base bid numbers for Assessments/Budget Numbers for the Concrete Restoration Project. The numbers do not include additional cost for North Garage Roof Deck, Windows and Doors for Building Common Areas, and Decorative Concrete over the windows on the front of the building. Additional numbers will be provided during the January 16, 2020 meeting. The numbers for Assessments/Budget Planning are:

- \$ 24,477 Efficiency
- \$ 26,678 One Bedroom Units
- \$ 30,118 Two Bedroom Units
- \$ 33,562 Three Bedroom Units

The following statement was made: The report prepared by Keystone Engineering will be emailed to all unit owners. The office is not equipped to print 100 page reports for 60 owners.

V. Adjournment.

Dennis Smith asked if there were any other items of new business or other business. There being no additional items, Scott Feighner made a motion to close the meeting, seconded by Joanne Goodfellow.

All in Favor. None Opposed. Meeting Adjourned at 8:28 pm

The foregoing minutes were read on _____, 2019, and signed in to record by:

SCOTT MADE MOTION SECRET JOANNE

12/12/19

Dennis Smith, President

Date



SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
205 A-1-A S. PATRICK SHORES, SUITE 100
SATELLITE BEACH, FL 32937

A RESOLUTION OF THE BOARD OF DIRECTORS AUTHORIZING SANDPIPER TOWERS
CONDOMINIUM ASSOCIATION, INC.
TO CHARGE A FEE FOR ESTOPPEL CERTIFICATES

BE IT HEREBY RESOLVED by the Board of Directors of Sandpiper Towers Condominium Association, Inc. ("Sandpiper"), as follows:

Section 1. THAT Section 718.116(8)(h), Fla. Stat. (2019), authorizes Sandpiper to charge a fee for generating estoppel certificates, contingent on adopting a Resolution providing for the same;

Section 2. THAT the following Resolution is hereby adopted and ratified as to past and future requests for estoppel certificates or statements:

Sandpiper shall charge an estoppel fee in the amount of \$ 250⁰⁰ when Sandpiper generates an estoppel certificate or other document showing the status of a parcel's liabilities in response to a request for an estoppel certificate. The \$ _____ fee shall be subject to change at the discretion of Sandpiper's Board of Directors and in accordance with applicable Florida law. Sandpiper reserves the right to waive the \$ _____ estoppel fee at their discretion, without waiving their right to enforce Sandpiper's authority to charge an estoppel fee.

ADOPTED by the Sandpiper Towers Condominium Association, Inc., Board of Directors this 14th day of November, 2019.

ATTEST:

Wiloues Melton
Secretary

SANDPIPER TOWERS CONDOMINIUM
ASSOCIATION, INC

By: [Signature]
President

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
December 12, 2019 – Sandpiper Towers “Card Room”

I. Opening:

(a) The Meeting was called to order on December 12, 2019, at 7:00 pm.

(b) Dennis Smith, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President		
	Scott Feighner, Vice President	
Delores Melton, Treasurer		
	Joanne Goodfellow, Director	
		William Knoth, Absent

Dennis Smith declared a quorum was present.

Dennis Smith stated the following:

Please raise your hand to speak. Please keep a minimum of two to three minutes so everyone can be heard. If you need to communicate please step in the hallway. Please stay on the current topic being discussed. Verbal abuse and disrespectfulness will not be tolerated.

II. Reading and Approval of Minutes:

During the November, 2019 Meeting we elected to read the October Meeting Minutes with the November Meeting Minutes.

Dennis Smith read the October, 2019 Meeting Minutes.

Delores Melton made a motion to approve the minutes “as is”. Seconded by Joanne Goodfellow.

All in Favor. Motion Approved.

Dennis Smith read the November, 2019 Meeting Minutes.

Scott Feighner made a motion to approve the minutes “as is”. Seconded by Joanne Goodfellow.

All in Favor. Motion Approved.

III. Old Business:

There was no old business presented.

IV. New Business.

Dennis Smith announced that tonight’s board of directors meeting was scheduled to count the Limited Proxy Voting Documents to fund the Reserve Accounts in 2020.

(2) Susan Brown was chosen to verify the count for the voting documents with Delores Melton, Treasurer. The counts sheets were signed by both.

Voting YES on the items listed below is allowing the association to keep the same reserve funding in 2020 as was in 2019. By Voting YES owners realize the accounts are still being Underfunded.

Following are the votes for the 2020 Reserve Funds:

1. Roof Replacement: 45 YES Votes and 2 NO Votes
2. Building Painting and Concrete Repairs: 44 YES Votes and 3 NO Votes
3. Balconies: 46 YES Votes and 1 NO Vote
4. Elevators: 43 YES Votes and 4 NO Votes
5. Paving-Parking Areas: 45 YES Votes and 2 NO Votes
6. Sea Wall Repairs: 43 YES Votes and 4 NO Votes
7. Beach Stairs: 45 YES Votes and 2 NO Votes
8. Water Tanks: 45 YES Votes and 2 NO Votes
9. Roof Deck; North Garage: 45 YES Votes and 2 NO Votes
10. Interior Design: 44 YES Votes and 3 NO Votes
11. Pool: 44 YES Votes and 3 NO Votes
12. AC System: 43 YES Votes and 4 NO Votes
13. Plumbing: 18 YES Votes and 27 NO Votes

From the Votes above all 2020 Reserve Funding will remain the same as 2019, except for the Plumbing Reserve which will increase in the amount of \$12,000

V. Other Business by Board Members

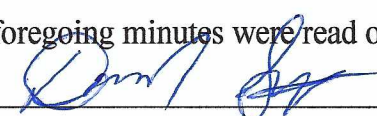
- (1) Secret Ballot Documents for the 2020 Board of Directors will be mailed December 18, 2019.
- (2) The 2020 Budget will be mailed December 15th. The Board will Vote on the Budget at the January 16, 2020, Board of Directors Meeting.
- (3) Our Annual Meeting and Organizational Meeting to elect the 2020 Board of Directors, and appoint Officers and Directors will be on January 18, 2020, at 7 pm.

V. Adjournment.

Dennis Smith asked if there were any other items of new business or other business. There being no additional items, Delores Melton made a motion to close the meeting, seconded by Joanne Goodfellow.

All in Favor. None Opposed. Meeting Adjourned at 8:51 pm

The foregoing minutes were read on 2/13, 2019, and signed in to record by:



Dennis Smith, President

2/13/2020

Date

**SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
January 16, 2020 – Sandpiper Towers “Card Room”**

I. Opening:

- (a) The Meeting was called to order on January 16, at 7:00 pm.
- (b) Dennis Smith, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President		
Scott Feighner, Vice President		
Delores Melton, Treasurer		
Joanne Goodfellow, Director		
William Knoth, Director		

Dennis Smith declared a quorum was present.

Dennis Smith stated the following:

Please raise your hand to speak. Please keep a minimum of two to three minutes so everyone can be heard. If you need to communicate please step in the hallway. Please stay on the current topic being discussed. Verbal abuse and disrespectfulness will not be tolerated.

II. Reading and Approval of Minutes:

Dennis Smith stated the following to allow ample time for the Presentation and Q&A with Keystone Engineering we will read the December Meeting Minutes at the February 13, 2020, Meeting.

III. Old Business:

There was no old business presented.

IV. New Business.

- (1) Jim Emory, Owner and Engineer for Keystone Engineering had question and answer session during his presentation on the concrete restoration project.
- (2) Dennis Smith stated that the 2020 Budget was mailed out over 30 days ago for review.

There is no increase in maintenance fees from 2019 to 2020 mainly due to the following:

- (a) Renting of storage areas including room and cages.
- (b) Additional Parking Income
- (c) Removing the expenses associated from Unit #212 after the end of March, 2020.
- (d) In addition, the upcoming concrete restoration project will require an assessment.

Scott Feighner voted to approve the 2020 Budget as is, and Joanne Goodfellow seconded the motion.

All in Favor. Motion Approved.

V. Other Business by Board Members

Dennis Smith announced that the Board of Directors entered into an agreement to sell Unit #212 "as is". All upcoming projects and assessments were disclosed including the condition of the original plumbing.

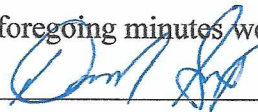
The selling price for Unit #212 is \$135,500 Net to the Association. Buyer will pay all closing costs.

V. Adjournment.

Dennis Smith asked if there were any other items of new business or other business. There being no additional items, Delores Melton made a motion to close the meeting, seconded by Scott Feighner.

All in Favor. None Opposed. Meeting Adjourned at 8:56 pm

The foregoing minutes were read on 2/13, ~~2019~~ ²⁰²⁰, and signed in to record by:



Dennis Smith, President

2/13/2020

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
February 13, 2020 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Meeting was called to order on February 13, 2020, at 7:00 pm.
- (b) Dennis Smith, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President		
Scott Feighner, Vice President		
Delores Melton, Treasurer		
Rod Heck, Director		
Henry Collins, Director		

Dennis Smith declared a quorum was present.

Jim Emory, Project Engineer and Owner of Keystone Engineering, was present to discuss the winning bidder for our concrete restoration project. There was a questions and answers session on the project.

II. Reading and Approval of Minutes:

Dennis Smith read the minutes from the December 12, 2019, meeting:

Scott Feighner made a motion to approve the minutes “as is”. Seconded by Rod Heck.

Five in Favor: Motion Approved by Majority Vote.

Dennis Smith read the minutes from the January 16, 2020, meeting:

Delores Melton made a motion to approve the minutes “as is”. Seconded by Scott Feighner.

Five in Favor: Motion Approved by Majority Vote.

Dennis Smith read the minutes from the January 18, 2020, Annual meeting:

Henry Collins made a motion to approve the minutes “as is”. Seconded by Rod Heck.

Five in Favor: Motion Approved by Majority Vote.

Dennis Smith read the minutes from the January 18, 2020, Organizational Meeting of the Board of Directors:

Delores Melton made a motion to approve the minutes “as is”. Seconded by Scott Feighner.

Five in Favor: Motion Approved by Majority Vote.

III. Old Business:

There was no old business presented.

IV. New Business.

1. Vote by the Board of Directors to approve Concrete Restoration, Inc. (CRI) as the winning bidder and accept contract with CRI for the concrete restoration project.

Scott Feighner made a motion to approve the bidder and contract. Seconded by Rod Heck.

All in Favor. Motion Approved by Majority Vote.

2. Delores Melton reviewed the contract base bid amounts with reserve amounts as of 12/31/2019.

3. Dennis Smith provided an update on the Sea Wall Repairs. The DEP (Department of Environmental Protection) approved the sea wall project. Construct-It will be starting the project between February 20th and 24th.

Dennis Smith stated that views will not be blocked by equipment during the sea wall repairs. Dennis Smith stated that there will be beach access during the sea wall repairs.

4. Dennis Smith stated that the additional amount for the fire system upgrade will be paid from the revenue received from the sale of Unit #212.

5. Dennis Smith updated the status of the main roof drains. Once bids are received owners will be informed. There will not be an assessment as the expenses will be paid from the Main Roof Reserve Account.

v. Other Business by Board Members

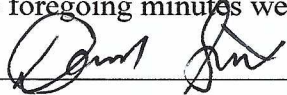
Dennis Smith announced that the Board of Directors agreement that the Board entered into to sell Unit #212 fell through, and the buyer had to back out of the contract. The Board accepted the next highest offer to sell Unit #212 "as is" in the amount of \$115,500 Net to the Association.

VI. Adjournment.

Dennis Smith asked if there were any other items of new business or other business. There being no additional items, Delores Melton made a motion to close the meeting, seconded by Henry Collins.

All in Favor. None Opposed. Meeting Adjourned at 8:33 p.m.

The foregoing minutes were read on 02/28th, 2020, and signed in to record by:



Dennis Smith, President

2/28/2020

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE EMERGENCY MEETING OF THE BOARD OF DIRECTORS
March 18, 2020 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Meeting was called to order on March 18, 2020, at 7:12 pm.
- (b) Dennis Smith, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President		
	Scott Feighner, Vice President	
Delores Melton, Treasurer		
Rod Heck, Director		
	Henry Collins, Director	

(c) Dennis Smith and Delores Melton stated that:

- This emergency meeting is being held according to the State of Florida Condo Association Law 718.1265 Emergency Powers of the Board of Directors.
- The majority of owners at Sandpiper Towers fall under the age group and underlying conditions most susceptible to the Coronavirus (Covid-19).
- The following items are being voted on to protect the owners by following CDC guidelines to prevent the spread of the Coronavirus (Covid-19) in our building.
- The board stated that they will continue to follow CDC guidelines, and will lift restrictions once the guidelines with the CDC have changed and the virus is no longer a threat.

II. Emergency Business.

(1) Rod Heck made a motion to close the pool immediately and to keep the pool closed through April 30, 2020. Motion seconded by Scott Feighner. All in Favor. Motion Approved with Majority Vote.

(2) Scott Feighner made a motion to prohibit short-term renters (30 days or less) from Friday, March 20, 2020, at 12:00 p.m. (noon) through April 30, 2020. Motion seconded by Rod Heck. All in Favor. Motion Approved with Majority Vote.

(3) Rod Heck made a motion to have all short-term renters (less than 30 days) leave the building before Friday, March 20, 2020, at 12:00 p.m. (noon). Motion seconded by Henry Collins. All in Favor. Motion Approved with Majority Vote.

(4) Rod Heck made a motion to restrict all unit owners from having guests, excluding immediate family only, beginning on Friday, March 20, 2020, at 12:00 p.m. (noon) through April 30, 2020. Motion seconded by Scott Feighner. All in Favor. Motion Approved with Majority Vote.

III. Adjournment.

Scott Feighner made a motion to close the meeting. Motion seconded by Delores Melton. All in Favor. Motion Approved with Majority Vote. Meeting Adjourned at 8:08 pm

The foregoing minutes were read on _____, 2020, and signed in to record

by: _____

Dennis Smith, President

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE EMERGENCY MEETING OF THE BOARD OF DIRECTORS
March 23, 2020 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The Meeting was called to order on March 23, 2020, at 7:00 pm.
 (b) Dennis Smith, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President		
	Scott Feighner, Vice President	
Delores Melton, Treasurer		
Rod Heck, Director		
	Henry Collins, Director	

(c) Dennis Smith and Delores Melton stated that:

- This emergency meeting is being held according to the State of Florida Condo Association Law 718.1265 Emergency Powers of the Board of Directors.
- The majority of owners at Sandpiper Towers fall under the age group and underlying conditions most susceptible to the Coronavirus (Covid-19).
- This is a fluid situation with local, state and federal jurisdictions issuing guidance and/or restrictions continuously, and we intend to comply.
- After consultation with our Association Lawyer, the Board of Directors voted on the following items:

II. Emergency Business.

(1) Henry Collins made a motion to prohibit **future** long-term renters through April 30, 2020, effective immediately. Short-term renters were prohibited on March 20, 2020, at 12:00 p.m. (noon) through April 30, 2020. Motion seconded by Scott Feighner. All in Favor. Motion Approved with Majority Vote.

(2) Rod Heck made a motion to prohibit all unit owners from having **future** family members, excluding emergency assistance or assistance for the disabled, through April 30, 2020, effective immediately. Unit owners were prohibited from having guests on March 20, 2020, at 12:00 p.m. (noon) through April 30, 2020. Motion seconded by Dennis Smith. All in Favor. Motion Approved with Majority Vote.

III. Adjournment.

Delores Melton made a motion to close the meeting. Motion seconded by Rod Heck. All in Favor. Motion Approved with Majority Vote. Meeting Adjourned at 7:27 pm

The foregoing minutes were read on _____, 2020, and signed in to record

by: _____

Dennis Smith, President

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
August 13, 2020 – Sandpiper Towers “Card Room”

I. Opening:

- (a) The President, Dennis Smith, called the meeting to order at 7 pm.
- (b) The President, Dennis Smith, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President	Scott Feighner, Vice President	
Delores Melton, Treasurer		
Rod Heck, Director		

Dennis Smith declared a quorum was present.

II. Proof of Notice of Meeting:

Dennis Smith stated that notice of this meeting in accordance with Florida Statutes and Sandpiper Towers’ bylaws was posted in the lobby, emailed and sent via US Mail to all owners on Thursday, July 30, 2020.

III. Reading and Approval of Minutes:

Dennis Smith, President read the minutes of the March 23, 2020, emergency meeting. There being no changes to the minutes, Delores Melton made a motion to approve the minutes, seconded by Rod Heck. All in favor.

IV. Old Business.

- (a) On July 1, 2020, Henry Collins, Director on the Board of Sandpiper Towers, resigned in writing to Dennis Smith, President. His resignation was accepted by the President.

All in Favor of Henry Collins resigning.

- (b) Masks must continue to be worn in all common areas of the building. Hand sanitizers have been installed by all entrance/exit doors.

V. Current Business.

- (a) On February 13, 2020, the Board of Directors voted on and approved to accept the CRI Contract for Concrete Restoration to begin on January 1, 2021. Due to Covid-19, the Board of Directors renegotiated the same contract to begin on April 1, 2021.

Rod Heck made a motion to approve the contract to begin on April 1, 2021, and Delores Melton seconded the motion.

All in Favor. Motion Approved by Majority Vote.

Delores Melton made a motion to execute the contract to begin on April 1, 2021, and Rod Heck seconded the motion.

All in Favor. Motion Approved by Majority Vote.

(b) Vote by the Board of Directors for a Special Assessment for the contract base amount voted on by the Board of Directors on the 13th day of February, 2020. The amount for the special assessment contract base amount vote is: \$2,307,974.00

For explanation purposes please see the following breakdown for the contract base amount assessment:

Contract Base Amount:	\$2,337,607.31
Keystone Engineering 5%:	116,880.37
Less Reserve; Balconies 12/31/2019:	- 21,871.68
Less Reserve; Building Painting 12/31/2019	- 86,135.00
Less Reserve; Roof Deck 12/31/2019	- 38,507.00
Contract Base Amount Assessment:	\$2,307,974.00

Special Assessment will cover the base amount of the contract for the Concrete Restoration Project which will include the balconies, exterior building repairs, wall repairs, painting, garages and related substructures, garage roof balconies, and doors and windows for common areas.

Rod Heck made a motion to approve the special assessment, and it was seconded by Scott Feighner.

All in Favor. Motion Approved by Majority Vote.

(c) Board of Directors to spread the Special Assessment Contract Base Amount over 18 months.

Unit #101 Efficiency	\$31,156.26
One Bedroom Units	\$33,956.76
Two Bedroom Units	\$38,335.73
Three Bedroom Units	\$42,719.91

Please see the following per unit, contract base amount payment per month, for 18 Months:

Unit #101 Efficiency	\$ 1,730.90 for 18 Months
One Bedroom Units	\$ 1,886.49 for 18 Months
Two Bedroom Units	\$ 2,129.75 for 18 Months
Three Bedroom Units	\$ 2,373.33 for 18 Months

Delores Melton made a motion to spread the special assessment in 18 monthly consecutive payments, and Rod Heck seconded the motion.

All in Favor. Motion Approved by Majority Vote.

(d) Rod Heck made a motion to send out proxy voting documents to install cameras in all common areas, including outside of the building, garages, and any other areas considered "common areas" of Sandpiper Towers. Scott Feighner seconded the motion.

All in Favor. Motion Approved by Majority Vote.

(e) Delores Melton made the motion to issue proxy voting documents to update bylaws. Proxy documents could cover several bylaws or one bylaw. Rod Heck seconded the motion.

All in Favor. Motion Approved by Majority Vote.

VI. Other Business by Board Members.

(a) The Board of Directors hired an "Administrative Assistant to the Board of Directors". Gail Henning will begin working for the board of directors on Monday, August 7, 2020. Gail will work for the board on Monday, Wednesday, and Thursday from 10 am to 5 pm.

(b) Important Future Dates:

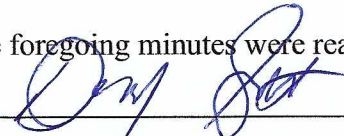
1. Our Annual Meeting will be on January 14, 2021.
2. We will send out the first notice of election on November 12, 2020
3. We will send out the Intent to Run Notice on November 12, 2020
4. If you want to run for the 2021 Board of Directors your written notice of intent to run must be received in the office on or before 12 pm (noon) on December 6, 2020.
5. If you want to run for the 2021 Board of Directors your Candidate Information Sheet must be received in the office on or before 5 pm on December 11, 2020
6. We will send out the second notice of election with the voting ballots on December 16, 2020.

VII. Adjournment.

Dennis Smith stated no additional items on the agenda. There being no additional items, Delores Melton made a motion to close the meeting, and it was seconded by Rod Heck.

All in Favor. None Opposed. Meeting Adjourned at 8:08 pm

The foregoing minutes were read on 1/23, 2020, and signed in to record by:



Dennis Smith, President

1/23/2021

Date

Minutes Read during 1/23/2021 Meeting
and signed by Dennis

Delores Melton

1/23/2021

**SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
 MINUTES OF THE BOARD OF DIRECTOR'S MEETING
 SPECIAL ASSESSMENT REQUIRING 14 DAY NOTICE
 March 25, 2021– Sandpiper Towers “Card Room”**

I. Opening:

- (a) The President, Dennis Smith, called the meeting to order at 7 pm.
- (b) The President, Dennis Smith, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President	Scott Feighner, Vice President	
Delores Melton, Treasurer	Rod Heck, Director	
Donna Mulso, Director		

Dennis Smith declared a quorum was present.

II. Proof of Notice of Meeting:

Dennis Smith stated that notice of this meeting in accordance with Florida Statutes and Sandpiper Towers’ bylaws was posted in the lobby, emailed and sent via US Mail to all owners on March 11, 2021.

III. Reading and Approval of Minutes:

Dennis Smith, President, read the minutes of the January 23, 2021, meeting. There being no changes to the minutes, Delores Melton made a motion to approve the minutes, seconded by Rod Heck. All in favor. Motion Approved

IV. New Business.

The Board of Directors voted on and approved the special assessment of the base bid amount for the concrete restoration project scheduled to begin in April, 2021:

Unit #101 Efficiency	\$31,156.26
One Bedroom Units	\$33,956.76
Two Bedroom Units	\$38,335.73
Three Bedroom Units	\$42,719.91

The base bid amount of the contract will be divided in the following 18 monthly payments per unit:

Unit #101 Efficiency	\$ 1,730.90 for 18 Months
One Bedroom Units	\$ 1,886.49 for 18 Months
Two Bedroom Units	\$ 2,129.75 for 18 Months
Three Bedroom Units	\$ 2,373.33 for 18 Months

Delores Melton made a motion to approve the concrete restoration base bid amount assessment. Vote was seconded by Rod Heck.

All in Favor. Motion Approved.

The board of directors voted on and approved the **Special Assessment Payments for Concrete Restoration Project to begin on April 1, 2021.**

Donna Mulso made a motion to approve payments to begin on April 1, 2021. Vote was seconded by Scott Feighner.

All in Favor. Motion Approved.

V. The Board of Directors voted on and approved the following **Special Assessment on Legal Fees** in the amount of \$9,355.41 due on **May 1, 2021**, as follows

Unit #101 Efficiency	\$126.29
One Bedroom Units	\$137.64
Two Bedroom Units	\$155.39
Three Bedroom Units	\$173.17

Delores Melton made a motion to approve the legal assessment. Vote was seconded by Rod Heck.

All in Favor. Motion Approved.

VI. The Board of Directors voted on and approved the **Special Assessment for second Fire System Assessment Fees** in the amount of \$25,299.60 due on **May 1, 2021**, as follows.

Unit #101 Efficiency	\$341.53
One Bedroom Units	\$372.23
Two Bedroom Units	\$420.23
Three Bedroom Units	\$468.29

Delores Melton made a motion to approve the second fire system assessment. Vote was seconded by Rod Heck.

All in Favor. Motion Approved.

VII. Statement for minutes. The Board of Directors received an owner request to include a list of legal “types” of services for the March 25, 2021, meeting. This information was provided with the 14-day agenda.

VIII. The Board of Directors voted on and approved streamlined procedures for notification of individuals renting and/or visiting at Sandpiper Towers. Following are the voted upon procedures:

- a) All owners will be sent, via email, an excel document to fill-in the names of renters and/or guests, number of renters, and dates of arrival and departure. This document will need to be emailed to Gail at: SandpiperTowers@SandpiperTowers.com
- b) If you do not know how to fill-in an excel document you can simply send an email with the information. If you do not use email. Please call Gail at the office at: (321) 241-6332
- c) Emotional Support and Service Animals must be disclosed prior to their arrival with renters and visitors.
- d) Notification of renters, guests, and Emotional Support and/or Service Animal documents must be emailed to the office at least five days in advance. If you have renters or visitors arriving after the five-day notification, please email Gail immediately and call the office.
- e) The procedures above apply to all unit owners. The procedures are for security, to know the people in our building, and for emergency services.

Donna Mulso made a motion to approve the streamlined procedures for renters and/or visitors at Sandpiper Towers. Vote was seconded by Rod Heck.

All in Favor. Motion Approved.

IX. Mobilization for our upcoming Concrete Restoration Project will begin on or before April 15, 2021. Following is the paragraph pertaining to parking from our bylaws:

(1) Automobile Parking Space. The Common Elements include parking area for automobiles of Unit Owners. The right to use one parking space shall be an appurtenance to each Unit. Parking spaces may be initially assigned by the Developer, however, the Board of Directors reserves the right to reassign parking spaces to Unit Owners. Motorcycles may only be parked in areas designated as such by the Association, but in no event shall motorcycles be parked on or in Limited Common Elements. Boats, boat trailers, and recreational vehicles may only be parked or stored on the Common Elements designated for that purpose. The Association shall have the power to move or tow away improperly parked automobiles, motorcycles, boats or boat trailers and the Association is specifically granted the rights and benefits of §715.07, Florida Statutes, and the Association shall have the power to charge a fee for the use of certain parking spaces.

The Board of Directors voted on and approved the following parking rules based upon our bylaws:

- a) All unit owners are entitled to one space for parking.
- b) Unit owners that rent under the North Garage, South Garage and Canopy will be displaced during certain time periods during the concrete restoration project. During displacement owners will not be charged for parking.
- c) Current rented spaces will be held for displaced unit owners.
- d) Owners with more than one vehicle will need to find a different source for parking for the second vehicle.
- e) As long as the unit owner is not occupying their entitled parking space, their renters and/or visitors are entitled to use one space. All vehicles over one per unit must find another source of parking. Owners that give up their one parking space to renters or visitors must find another source of parking.
- f) Units with more than one vehicle the second vehicle will be towed at the owner's expense.
- g) Vehicles without a parking pass will be towed at the owner's expense.
- h) The parking rules will become effective on April 15, 2021.

Donna Mulso made a motion to approve the above parking rules for Sandpiper Towers. Vote was seconded by Scott Feighner.

All in Favor. Motion Approved

X. The Board of Directors Voted on and Approved the use of ACH Debit and Credit Cards. All Credit Card fees will be paid by owners. There will be a 2% fee if you pay with your Credit Card in person. Paying with Credit Card when not in person will result in a 3% fee paid by the owner. The ACH Debit Fee of \$3 per transaction will be paid by the association. The payment due on April 1, 2021, MUST be made by check. ACH Debit and Credit Card Payments will be accepted by the association beginning on May 1, 2021.

Delores Melton made a motion to approve the ACH Debit and Credit Card payments to be accepted by Sandpiper Towers. Vote was seconded by Rod Heck.

All in Favor. Motion Approved.

XI. The Board of Directors voted on and approved the following Collection Procedures for Sandpiper Towers:

- a) In 2019, the Board of Directors voted on charging an interest rate of 18% per annum based upon any payments due the association after the 10th of each month. Please see below from bylaws:

14.2 Interest; Application of Payments. Assessments and any installments thereof not paid on or before ten (10) days after the date when due shall bear interest at the rate fifteen percent (15%) per annum, or at such rate of interest as may be set by the Board of Directors, from the date when due until paid. All payments on account shall be first applied to interest and then to the Assessment payment first due.

Beginning on April 1, 2021, the following collection procedures will be enforced:

- b) In addition to charging a \$35 fee for a NSF (non-sufficient funds) check, all future monthly payments to the association must be made in the form of a wire transfer, money order, cashier's check, or cash. Until the check is covered you will be charged an interest rate of 18%.
- c) If the NSF is returned to the association after the 10th of the month you will be charged a \$125 lawyer fee for a letter of intent to lien.
- d) All payments owed to the association are due on the first day of the month, payments must be received in our office by or on the 10th day of the month. Payments are considered late after the 10th day. This is not a postmarked date. Meaning, you cannot postmark your check on the 10th and mail it to the office. Checks not received before or on the 10th day are considered late. Therefore, allow ample time for the US Mail to deliver your payment.
- e) On the 11th day of the month for payments not received, our lawyer will issue a letter of "intent to lien", there is no grace period. For example: if you come in on the 11th day to pay your payment, you will be responsible to pay the \$125 lawyer fee for the intent to lien letter, and any accrued interest. If you do not pay the \$125 lawyer fee or the interest then the letter of intent to lien stays open, and a lien will be filed accordingly.
- f) We have no buffer when it comes to payments. Payments MUST be made on time. This includes monthly maintenance fees, project payments, and any new special assessments.
- g) ACH Debit and Credit Card Payments will be accepted by the association beginning on May 1, 2021.

XII. Other Business by Board Members.

- (a) The Board of Directors voted and approved on restating the FUNDS balance on 1/1/2019 due to an accounting error on the 12/31/2018 review. The balance sheet as of 12/31/2018 reflected an amount of \$147,343 as a "Liability; Assessments received in advance" due in 2019 from 2018 assessments. This amount was paid in full during 2018. Financial Statements reflect the statement.

Scott Feighner made a motion to approve restating the FUNDS balance on 1/1/2019. Vote was seconded by Rod Heck.

All in Favor. Motion Approved.

(b) Florida Condo Law states that an association with total annual revenues of \$500,000 or more shall prepare audited financial statements. Section 719.111(13) allows the condo association to “waive down” their reporting requirements for three consecutive years. Meaning the members of the condo association can vote to have a continued “review” instead of an audit. Approximate cost for a full audit is \$19,500 per year.

- 1) For the year 2020 the association sold Unit #212. The association sold Unit #212 in 2020 therefore reflecting the association’s total annual revenues to be: \$513,521
- 2) For the years 2021 and 2022 the special assessments for the concrete restoration project will result in total annual revenues of over \$500,000 for each year.

Delores Melton made a motion to send out proxy voting documents to “waive down” the reporting from an “audit” to a “review” for the years of 2020, 2021 and 2022. Vote was seconded by Scott Feighner.

All in Favor. Motion Approved.

(c) The following committees were Voted on and Approved by the Board of Directors:

Compliance Committee	Sandy Litton, Committee Head Teresa Smith Nelson Ocasio
Construction Projects Committee	Kurt Steinfeldt Allen Draa
Finance Committee	Delores Melton Rod Heck Chris Williams

XIII. Adjournment.

Dennis Smith stated no additional items on the agenda. There being no additional items, Scott Feighner made a motion to close the meeting, and it was seconded by Donna Mulso.

All in Favor. None Opposed. Meeting Adjourned at 8:23 pm

The foregoing minutes were read on _____, 2021, and signed in to record by:

Dennis Smith, President _____
Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
MEETING TO VOTE ON AND APPROVE THE 2021 BUDGET
May 20, 2021– Sandpiper Towers “Card Room”

I. Opening:

- (a) The President, Dennis Smith, attended the meeting via telephone, asked Delores Melton, Treasurer, to chair the meeting in his physical absence. The Treasurer, Delores Melton, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Delores Melton, Treasurer	Dennis Smith, President	
Rod Heck, Director	Scott Feighner, Vice President	
	Donna Mulso, Director	

Delores Melton declared a quorum was present and called the meeting to order.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting in accordance with Florida Statutes and Sandpiper Towers' bylaws was posted in the lobby, emailed and sent via US Mail to all owners on April 18, 2021.

III. Reading and Approval of Minutes:

Delores Melton, Secretary, read the minutes of the March 25, 2021, meeting. There being no changes to the minutes, Rod Heck made a motion to approve the minutes, seconded by Scott Feighner. All in favor. Motion Approved. Delores Melton and Rod Heck signed the minutes on Record. Dennis Smith will sign when he returns to town.

IV. Old Business:

There is no old business to address at this meeting.

V. New Business

This meeting was called for the Board of Directors to Vote on the 2021 Budget “as is”. Since the delivery of the Budget to all owners for review there have been no questions or comment via email, US Mail, telephone, in person, and there are no questions or comments at tonight's meeting.

This being stated, Dennis Smith made the motion to approve the 2021 Budget “as is”.

Donna Mulso seconded the motion to approve the 2021 Budget “as is”.

All in Favor. Motion Approved

Board of Directors stated the monthly maintenance fees will remain the current fees.

VI. Other Future Business for the Board of Directors to consider

Rod Heck asked the board to continue to make the management decision on obtaining new washers and dryers for the building. Eliminating the current company with the old washers and dryers, the company that has been in the building for 20 plus years, where the association has no control of the money and no idea how much money is collected. In addition, the association pays 10% admin fee on our half of the money collected, plus rent on the units. Also, any refunded money by the company comes out of the association's half of the money. Since this board was elected, the board has recognized this is a horrible financial deal for the association and is in the process of exploring other options.

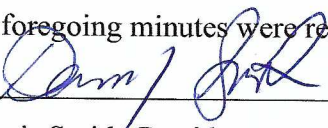
Rod Heck ask the board to continue to review the options with the current plumbing situation.

XII. Adjournment.

Delores Melton stated no additional items on the agenda. There being no additional items, Rod Heck made a motion to close the meeting, and it was seconded by Scott Feighner.

All in Favor. None Opposed. Meeting Adjourned at 7:16 p.m.

The foregoing minutes were read on 6/26, 2021, and signed in to record by:



Dennis Smith, President

6/26/2021

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
SPECIAL ASSESSMENT REQUIRING 14 DAY NOTICE
June 26, 2021– Sandpiper Towers “Card Room”

I. Opening:

Delores Melton, Treasurer, on behalf of the President, Dennis Smith, called the meeting to order at 4:05 pm. The Treasurer, Delores Melton held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Delores Melton, Treasurer	Dennis Smith, President	
Rod Heck, Director	Scott Feighner, Vice President	
	Donna Mulso, Director	

Delores Melton declared a quorum was present.

Delores Melton declared that Voting Documents, polls, for Limited Liability Proxy Votes were closed.

Delores Melton read a statement from the Board of Directors: I was asked to read a statement approved by the board of directors. These are thoughts shared by all five of the members. Please hold your questions and comments for each agenda item, and please stay on topic.

After what appears to have happened last week in Miami, news reports from a 2018 engineering report include words we have heard from qualified experts, such as no useful life, rusted rebar, deteriorating walls, concrete spalling. Honestly, it is scary for all that know the condition of our building.

Although we do not know what happened to the Miami building, the news and agencies have released information from a 2018 engineering inspection report on the Miami building. This report revealed structural damage to the concrete slab below the pool deck (their pool was on top of their garage with columns holding up the deck) , cracking and spalling located in the parking garage, and the columns were beyond their useful life and should be replaced. In addition, the report stated that the waterproofing below the pool deck and entrance drive was failing and causing major structural damage, and failure to replace would cause the extent of the concrete deterioration to expand exponentially.

Like we were told about our garage, the report also stated that “many of the previous garage concrete repairs were failing”. For those of you that do not know, our North Garage was issued an unsafe violation, and to avoid the garage being condemned, we evacuated the garage, closed it off, and CRI has applied for permits to shore up the garage for work. This plus the visible signs of rusting, spalling and even the visible damage to the balconies, are a cause of great concern to your board members.

Therefore, it is the opinion of the board that we are taking the steps necessary to ensure our community is safe. At this point we are willing to listen to your feelings, but we will not be adapting or adjusting the current plan to address the long term and systemic issues that we face in this building. For too long repair and maintenance issues within our building were addressed in substandard and unsafe ways, and we are not willing to be party to steps that put each of you at risk.

When we learned the condition of the cast iron plumbing, we met with several plumbing companies. Unfortunately, the majority of these companies would not provide a quote. One or two companies would only quote if they replaced both the cast iron piping and the copper piping, which was estimated in the millions. A couple months before our recent plumbing issue, we received a quote to sleeve/replace almost

all of the cast iron plumbing. Given other companies reluctance to attempt to sleeve our pipes, this bid, using newer technologies, allows us to walk toward the problem, fix it the right way, and know that we have taken steps to ensure each of your investments are protected from another catastrophic failure.

As with the concrete restoration, we are willing to hear your feedback, but the board will be moving forward with a plan to address these serious issues and will base our decisions on the advice of qualified experts, not friends and neighbors.

Our goal as your board is not to deny anyone the opportunity to speak their minds or be heard. Instead, we are sharing our reluctance to follow paths similar to those that led us to these serious issues. Your safety and the value of your investments are guiding our decision making process. Thank you.

Owner requests: In the spirit of transparency and disclosure, the board wants to share two other items that happened during the meeting:

- (1) Jack Noonan on behalf of Bill Knoth, Nelson Oscasio, and himself submitted a request to the board to not ratify the contract for the cast iron project. Requesting that the board do not follow through with sleeving/replacing the cast iron piping. This was not an agenda request before the meeting.
- (2) Ed Jeagar made a request to not ratify the contract for the cast iron sleeve/replacement project. Instead, Mr. Jeagar requested the board of directors obtain a loan on the building (basically the loan is on each condo in the building) to cover all cast iron piping and all copper piping. Once again, this was not an agenda request before the meeting. Note: the current Board of Directors will not entertain the idea of obtaining this loan.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting in accordance with Florida Statutes and Sandpiper Towers' bylaws was posted in the lobby, emailed and sent via US Mail to all owners on June 1, 2021.

III. Reading and Approval of Minutes:

Delores Melton read the minutes of the May 20, 2021, meeting. There being no changes to the minutes, Rod Heck made a motion to approve the minutes, seconded by Scott Feighner. All in favor. Motion Approved. Rod Heck and Delores Melton will sign and record minutes. Dennis Smith will sign upon his arrival.

IV. Old Business

Gail Henning continues to obtain quotes for new washers and dryers.

Unit in Foreclosure update:

We have been awarded a judgment of \$27,798.44, which continues to increase. The public auction for this unit will be on August 4, 2021. The unit has a first mortgage loan of approximately \$295,000 plus our judgment. Sandpiper Towers was notified the first mortgage holder would exercise their rights to foreclosure. However, as of the date of this meeting, the company has not exercised this right.

Unit scheduled for Lien:

Our association lawyer has collected the \$5,000 insurance deductible paid by Sandpiper Towers and \$1,500 in legal fees from the flood in common areas caused by the unit. In addition, we have collected \$5,000 in payments towards interest, maintenance fees and non-paid assessments. As of the date of this meeting the balance owed the association is as follows:

\$1,764.44 Non-paid Maintenance Fees
\$2,970.38 Non-paid Assessments

V. New Business.

Agenda Items Requiring a 14 Day Notice

As per Florida Condominium Law Statute 718, Section 112 Board to ratify and put on record the telephonic emergency board meeting from June 1, 2021, and to ratify the Cast Iron Sleeve/Replacement Contract voted on during same meeting. This meeting resulted from a cast iron plumbing issue that shut down the sewage and water.

Motion made by Donna Mulso to Ratify and put on Record signed Contract from June 1, 2021. Motion seconded by Scott Feighner. All in Favor. Motion Approved.

Motion made by Donna Mulso to approve the assessments below for the Cast Iron Piping Project. Motion seconded by Rod Heck. All in Favor. Motion Approved.

Motion made by Delores Melton to approve four equal assessment payments for the Cast Iron Piping based upon the dated listed below. Motion seconded by Scott Feighner. All in Favor. Motion Approved.

Cast Iron Project Assessment Information 2021							
Unit #	Percentage based upon By-Laws	Cast Iron Total					
		<u>597,924.00</u>					
Assessment Based Upon Unit							
Efficiency	1.34994%	8,071.62	1 Unit				
1 BR	1.47128%	8,797.14	15 Units				
2 BR	1.66112%	9,932.24	35 Units				
3 BR	1.85097%	11,067.39	10 Units				
Total Assessment Per Unit							
	Before adding Foreclosure Unit	Adding in Foreclosure Unit	Total Assessment Per Unit	Total Amount Paid by Owners			
Efficiency	8,071.62	134.08	8,205.69	8,205.69	1 Unit		
1 BR	8,797.14	146.13	8,943.27	134,149.01	15 Units		
2 BR	9,932.24	164.99	10,097.22	343,305.53	34 Units		
3 BR	11,067.39	183.84	11,251.24	112,512.37	10 Units		
				<u>598,172.60</u>			
Payment Due Dates:		Four Payments	Per Unit	Monthly Total			
August 15, 2021		Efficiency	2,051.42	2,051.42	8,205.69		
September 15, 2021		1 Bedroom	2,235.82	33,537.25	134,149.01		
October 15, 2021		2 Bedroom	2,524.31	85,826.38	343,305.53		
November 15, 2021		3 Bedroom	2,812.81	28,128.09	112,512.37		
				<u>149,543.15</u>	<u>598,172.60</u>		

Agenda Items Not Requiring 14 Day Notice

Delores Melton made a Motion to Approve skipping the July, August, and September, 2021, Concrete Restoration Assessment Payments, and adding them to the end of the scheduled payments. Motion seconded by Rod Heck. All in Favor. Motion Approved.

Delores Melton made a Motion to Approve the Concrete Restoration Project to begin on August 1, 2021, to assist with the above motion to skip the July, August, and September, 2021, concrete restoration project payments.

VI. Limited Proxy Voting Documents on the following:

Owners were provided an explanation of bylaw/declaration requirements to explain the following:

59 Eligible Owner Voters
75% of Voters is 44
2/3 of Voters is 40 (with 75% of board members)

Owners desiring to review the voting documents or verify the counts will need to request an appointment with Gail Henning in the office. Gail will call with a date and time to review the voting documents.

(a) Continue with CPA Review and waive the CPA Audit. Florida Law, and not a bylaw/declaration change.

47 Total Votes to Not have a CPA Audit (received before board meeting)
2 Votes turned in at Board Meeting; before closing of polls
49 Total Votes to Not have a CPA Audit

Rod Heck made the motion to not have the CPA do an audit and continue with the CPA review. Delores Melton seconded the motion. All in Favor. Motion Approved.

(b) Limited Proxy Voting Documents to change board limits from one-year to two-year term limits, change declarations with a majority vote, and amend bylaws.

Limited Proxy Votes not passed.

(c) Vote on Material Change for building color and trim.

48 Total Votes to change Building Color and Trim (received before board meeting)
4 Votes turned in at Board Meeting; before closing of polls
52 Total Votes to Not have a CPA Audit

Delores Melton made a motion to approve changing the building color and trim. Motion seconded by Rod Heck. All in Favor. Motion Approved.

(d) Vote on Material Change the railings and railing structures to white.

40 Total Votes to change railings/structures to white (received before board meeting)
2 Votes turned in at Board Meeting; before closing of polls
42 Total Votes to change the Building Color and Trim

Scott Feighner made a motion to approve changing the railings and railing structures to white. Motion seconded by Dennis Smith. All in Favor. Motion Approved.

(e) Vote on assigning open parking spaces to each unit.

42 Total Votes to assign parking spaces (received before board meeting)
3 Votes turned in at Board Meeting; before closing of polls
45 Total Votes to assign parking spaces

Scott Feighner made a motion to approve assigning parking spaces. Motion seconded by Rod Heck. All in Favor. Motion Approved. Please see Parking Lot "Attachment A" for Unit Number and Space Assigned.

VII. Management Company

Dennis Smith made a motion to approve the management company to begin management services for the building on July 1, 2021. Motion seconded by Scott Feighner. All in Favor. Motion Approved.

Delores Melton made a motion to approve the management company to take over accounting services on September 1, 2021.

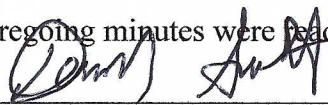
Note: Management company will not manage or do accounting services for the concrete restoration project or the cast iron piping project.

VIII. Adjournment.

Delores Melton stated no additional items on the agenda. There being no additional items, Delores Melton made a motion to close the meeting, and it was seconded by Rod Heck.

All in Favor. None Opposed. Meeting Adjourned at 6:02 pm

The foregoing minutes were read on 18 DEC, 2021, and signed in to record by:



Dennis Smith, President

18 DEC 2021

Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
ANNUAL INSURANCE MEETING
December 18, 2021– Sandpiper Towers “Card Room”

I. Opening:

Dennis Smith, President called the meeting to order at 2:02 p.m.

The President, Dennis Smith held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Dennis Smith, President	Scott Feighner, Vice President	
Delores Melton, Treasurer		
Rod Heck, Director		
Donna Mulso, Director		

Dennis Smith declared a quorum was present.

Dennis Smith declared that Voting Documents, polls, for Limited Liability Proxy Votes were closed.

II. Proof of Notice of Meeting:

Dennis Smith stated that notice of this meeting in accordance with Florida Statutes and Sandpiper Towers' bylaws was posted in the lobby, emailed, and sent via US Mail to all owners.

III. Reading and Approval of Minutes:

Dennis Smith and Delores Melton read the minutes of the June 26, 2021, meeting. There being no changes to the minutes, Donna Mulso made a motion to approve the minutes, seconded by Scott Feighner. All in favor. Motion Approved. Dennis Smith signed the minutes to be filed on record.

IV. Old Business**Unit in Foreclosure update:**

The unit in foreclosure was sold at auction with an escrow amount. The association lawyer is in the process of obtaining the amount of \$35,384.32 currently owed to the association. The new owner began paying the monthly maintenance fees and concrete assessment payments on December 1, 2021.

V. New Business.**Limited Proxy Voting Documents on the following:**

Owners were provided an explanation of bylaw/declaration requirements to explain the following:

61 Eligible Owner Voters
75% of Voters is 46

Vote for Balcony Screens: 41 Total Votes of Yes (do not replace balcony screens)
11 Total Votes of No (replace balcony screens)
9 Owners did Not Vote (recorded as No Votes)
61 Eligible Owners with Voting Rights

As per the above voting results, balcony screens will be replaced

VI. Resolution for Remodel of Office Space:

Dennis Smith, President, read and signed the attached resolution to remodel the office space. Delores Melton made a motion to accept the resolution. Motion seconded by Donna Mulso. All in favor. Resolution approved.

VII. Insurance Renewal of Policies:

Delores Melton reviewed, discussed, and explained the premiums and renewal of policies. The Board of Directors discussed in length the current condition of the building, and renewal of policies during full concrete renewal. Declaration pages and certificates have been posted and emailed to all owners.

VIII. Management Company

The Board of Directors will be receiving updated management company costs within the next couple of weeks. The Board of Directors has requested certain "ala cart services" from the management company.

IX. Adjournment.

Dennis Smith stated no additional items on the agenda. There being no additional items, Delores Melton made a motion to close the meeting, and it was seconded by Rod Heck.

All in Favor. None Opposed. Meeting Adjourned at 2:52 p.m.

The foregoing minutes were read on _____, 2022, and signed in to record by:

_____ Date
Dennis Smith, President

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
205 Hwy. A1A, Satellite Beach, Florida 32937

A RESOLUTION OF THE BOARD OF DIRECTORS
ESTABLISHING CORRECTIVE ACTION FOR REMEDIATION OF MOLD AND REMODEL OF
THE OFFICE SPACE LOCATED ON THE FIRST FLOOR OF THE LOBBY

BE IT HEREBY RESOLVED by the Sandpiper Towers Condominium Association, Inc. ("Sandpiper"), as follows:

Section 1. THAT Section 13.2(A) of Sandpiper's Declaration requires the Association to maintain and operate the Common Elements.

Section 2. THAT Sandpiper has determined, through inspections, investigations, and observations by Sandpiper's Board, and their insurer and professionals, that mold is present and being harbored beneath the floor and certain areas of the wall.

Section 3. THAT Sandpiper has determined that to remediate the mold, and prevent or minimize the future growth of mold and mildew, the wallpaper and carpet/rug on certain ground floor Common Element walls, should be permanently removed, allowing the mold to be properly remediated, cleaned and removed from the walls and in and under the flooring, following which the walls should be painted in a manner to prevent the future growth of mold and mildew, and the flooring replaced and/or tiled.



Section 4. THAT Sandpiper has determined the ceiling, which has fallen from a leak in the pipes above, has fallen and must be replaced.

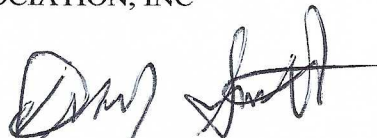
Section 5. THAT effective as of the date of this Resolution, the Board of Directors hereby adopts and ratifies that Sandpiper, through their Board of Directors, shall take whatever action is necessary to fully assess mold and mildew in Sandpiper's Common Areas and Office, and commence with remediation, taking action to remove mold and mildew, and prevent the future growth of mold and mildew, which may involve replacing the floor and properly removing the mold from the walls, and painting the walls accordingly.

ADOPTED by the Sandpiper Towers Board of Directors this 18th day of December, 2021.

SANPIPER TOWERS CONDOMINIUM
ASSOCIATION, INC

ATTEST:


Witness

Delores Melton, Secretary-Treasurer

By: 
Dennis Smith, President

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
SPECIAL ASSESSMENT REQUIRING 14 DAY NOTICE
March 20, 2022– Sandpiper Towers “Game Room”

I. Opening:

- (a) The Treasurer, Delores Melton, called the meeting to order at 2:03 pm.
 (b) The Treasurer, Delores Melton, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Scott Feighner, President		
Delores Melton, Treasurer		
Rod Heck, Director		
Lorna Farley, Director		

Delores Melton declared a quorum was present.

The Board of Directors announced the passing of the President of the Board of directors, Allen Draa, and that his tile-walls remodeling project will be carried out to completion.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting in accordance with Florida Statutes and Sandpiper Towers' bylaws was posted in the lobby, emailed, and sent via US Mail to all owners on March 6, 2022.

III. Reading and Approval of Minutes:

Delores Melton read the minutes of the January 22, 2022, meeting. There being no changes to the minutes, Scott Feighner made a motion to approve the minutes, seconded by Lorna Farley. All in favor. Motion Approved.

IV. New Business.

Delores Melton read the following statement on behalf of the Board of Directors: The Board of Directors are tasked with a fiduciary responsibility to all owners. The State of Florida Condo Law Fiduciary Responsibility includes in its definition that the Board's Officers and Directors of an association have a responsibility to all members who are served by the board to make decisions on the best interest of all members, not just one or a few.

To fulfill our duties the Board of Directors implemented and voted on the following:

Scott Feighner, Vice President, immediately accepted the position of President on March 8, 2022.

Delores Melton made a motion to appoint Rod Heck, Director to fulfill the position of Vice President. Motion seconded by Scott Feighner. All in Favor. Motion approved.

The Board of Directors announced that, at this time, there will not be another vote on balcony screens.

Special Assessments:

The Board of Directors voted on and approved the following three (3) special assessments:

Cast Iron Project Assessment #2

Rod Heck made a motion to approve the Cast Iron Project Assessment #2 in the amount of \$69,974.24 with a due date of May 1, 2022. Motion was seconded by Lorna Farley. All in Favor. Motion approved.

This assessment per unit is as follows and is due on May 1, 2022:

Unit #101 Efficiency	\$ 941.64
One Bedroom Units	\$ 1,028.82
Two Bedroom Units	\$ 1,161.58
Three Bedroom Units	\$ 1,294.50

Budget vs Actual 12/31/2021 Assessment

Scott Feighner made a motion to approve the Combined Special Assessment for the Actual vs. Budget 12/31/2021 in the amount of \$73,636.04 with a due date of May 1, 2022. Motion seconded by Lorna Farley. All in Favor. Motion approved.

The breakdown of this assessment is as follows:

Legal	\$11,022.78
Payroll (including entity portion)	\$37,927.95
Cable and Internet	\$ 4,366.58
Electrical Work	\$ 6,039.68
Boiler – Maintenance Agreement	\$ 1,630.17
Covid – Additional Cleaning	\$ 2,568.00
Utilities – Water	\$ 1,916.45
Interior Design	\$ 8,164.43

This assessment per unit is as follows and is due on May 1, 2022:

Unit #101 Efficiency	\$ 988.72
One Bedroom Units	\$ 1,082.69
Two Bedroom Units	\$ 1,222.40
Three Bedroom Units	\$ 1,362.28

Tile-Walls Remodeling Project 2022 Assessment

Rod Heck made a motion to approve the Tile-Walls Remodeling Project 2022 Assessment in the amount of \$48,490.06 with a due date of June 1, 2022. Motion seconded by Lorna Farley. All in Favor. Motion approved.

This Assessment covers the following totals per remodeling project items:

Materials – Tile Only	\$10,382.70
Contract Labor – Installation	\$14,688.00
Payroll – Employees (included entity portion)	\$13,126.98
Materials – Dry Wall and Others	\$ 1,914.03
Paint and Primer First Floor (all areas)	\$ 2,190.00
Paint Sprayer with all accessories	\$ 419.23
Sander with all accessories	\$ 219.12
Cleaning/Disinfecting Entire First Floor	\$ 2,500.00
First Floor Lobby Furniture and Fixtures	\$ 3,050.00

This assessment per unit is as follows and is due on June 1, 2022:

Unit #101 Efficiency	\$ 653.43
One Bedroom Units	\$ 712.92
Two Bedroom Units	\$ 804.93
Three Bedroom Units	\$ 897.04

Unit #101

After open discussions during the Board of Directors Meeting the Board will issue proxy voting documents for a 75% approval on the following:

- (a) Unit #101 to install sliding glass doors in place of the two windows on the South wall of the Unit. Engineer states replacing windows with sliders is not a structural issue. Sliders installed at owners' expense.
- (b) Unit #101 to have a patio area outside of the sliding glass doors. No larger than 16'10" long x 5'10 1/2" wide. This space does not take any common area pool deck space. Currently, the space has bushes. Over the years, Unit #101 has been required to pay all special assessments for balconies and screens.

V. Other Business by Board Members:

Delores Melton read the following from the Board of Directors:

- (a) Although Florida Condo Law is clear that the Board can leave a vacant board seat position open until the next election, the law also suggests that we have an odd number of members on the board, currently we have four members.
- (b) With the projects in progress for 2022, the Board realizes the need in several areas for an additional board member.
- (c) Allen Draa and his wife rented out two units. Based upon owners' annual votes the Board would like to appoint an owner to the board that is an owner/renter.

Scott Feighner made a motion to appoint Joyce Wooden as a Director to the Board of Directors. Motion seconded by Delores Melton. All in Favor. Motion approved.

VI. Adjournment.

Delores Melton stated there are no additional items on the agenda. There being no additional items, Rod Heck made a motion to close the meeting, and motion seconded by Lorna Farley.

All in Favor. Motion approved. Meeting Adjourned at 2:55 pm

The foregoing minutes were read on _____, 2022, and signed in to record by:

_____ Date
 Scott Feighner, President

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE EMERGENCY MEETING OF THE BOARD OF DIRECTORS
November 14, 2022 – via Telephone

I. Opening:

- (a) The Meeting was called to order on Monday, November 14, 2022, at 11 am.
 (b) Scott Feighner, President, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
	Scott Feighner, President	
	Rod Heck, Vice President	
		Delores Melton, Treasurer Emergency on-site Meeting with Engineers
	Lorna Farley, Director	
	Joyce Wooden, Director	

- (c) Scott Feighner, Rod Heck, Lorna Farley, and Joyce Wooden discussed the following items:

- This emergency meeting is being held according to the State of Florida Condo Association Law 718.1265 Emergency Powers of the Board of Directors.
- On Monday, November 7, 2022, announcements were made that Tropical Storm Nicole would come ashore in Florida as Hurricane Nicole.
- On Tuesday, November 8, 2022, Sandpiper Towers began hurricane preparations by moving first floor furniture and documents to high floors. Maintenance began boarding doors and placing sand bags. CRI, our concrete restoration company, began boarding doors and windows. However, high winds prevented all the doors and windows from being boarded.
- On Wednesday, November 9, 2022, Sandpiper Towers experienced flooding of both the North and South parking lots from high storm surge coming over the sea wall. Vehicles were moved across the street.
- At some point between midnight and 6 am on Thursday, November 10, 2022, the sea wall collapsed on the southern corner of the property. This collapse, accompanied with the storm surge, waves and wind, destroyed the ground, boardwalk, shuffle board, pool deck, and damaged the pool. At this time, the pool damage is unknow. Most important, the sea wall collapse caused the building to be closed by the Brevard County Code Inspector as “unsafe”.
- Note: At the typing of the minutes after the emergency board of directors meeting, the building was re-opened on Monday, November 14, 2022 at approximately 4 pm. Sandpiper Towers was issued a letter that states the building is structurally safe and can be occupied as long as the sea wall remains in the current condition.
- The sea wall remains fragile and requires an immediate emergency temporary fix to secure the safety of the building. Sandpiper Towers remains in an emergency situation until the immediate emergency temporary repairs can be made.
- After consultation with our Association Attorney, the Board of Directors voted on the following items:

II. Emergency Business.

(1) Scott Feighner made a motion to enact emergency powers for the Sandpiper Board of Directors. Rod Heck seconded the motion.

All in Favor. Motion approved.

(2) Scott Feighner made a motion to enact the Board of Directors emergency powers to be retroactive to Monday, November 7, 2022. Rod Heck seconded the motion.

All in Favor. Motion approved.

III. Adjournment.

Scott Feighner made a motion to close the meeting. Motion seconded by Rod Heck.

All in Favor. Motion approved.

Meeting Adjourned at 11:20 am

The foregoing minutes were read on _____, 2022, and signed in to record

by: 
Rod Heck, Vice President

12/3/2022
Date

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTOR'S MEETING
SPECIAL ASSESSMENT REQUIRING 14 DAY NOTICE
December 3, 2022 – Sandpiper Towers “Game Room”

I. Opening:

- (a) The Treasurer, Delores Melton, called the meeting to order at 1:02 pm.
- (b) The Treasurer, Delores Melton, held the Roll Call.

Present (in person)	Present (via telephone)	Absent
Rod Heck, Vice President	Scott Feighner, President	
Delores Melton, Treasurer	Joyce Wooden, Director	
Lorna Farley, Director		

Delores Melton declared a quorum was present.

II. Proof of Notice of Meeting:

Delores Melton stated that notice of this meeting in accordance with Florida Statutes and Sandpiper Towers’ bylaws was posted in the lobby, emailed, and sent via US Mail to all owners on November 18, 2022.

III. Reading and Approval of Minutes:

Delores Melton read the minutes of the March 20, 2022, meeting. There being no changes to the minutes, Scott Feighner made a motion to approve the minutes, seconded by Rod Heck. All in favor. Motion Approved.

Delores Melton read the minutes of the Board of Directors Emergency Meeting held on November 14, 2022. There being no changes to the minutes, Lorna Farley made a motion to approve the minutes, seconded by Joyce Wooden. All in favor. Motion Approved.

IV. New Business.

(a) The Board of Directors voted on the following ten assessments. Assessment Schedules A-J

Schedule A: Parking Lot Sewage Assessment. Detailed Schedule A attached.

Assessment Based Upon Unit per Declaration Percentages			
Efficiency	1.34994%	3,897.21	3,897.21
1 BR (15 Units)	1.47128%	4,247.35	63,710.25
2 BR (35 Units)	1.66101%	4,795.47	167,841.39
3 BR (10 Units)	1.85097%	5,344.18	53,441.79
Totals:		18,284.21	288,890.64

Rod Heck made a motion to approve the Parking Lot Sewage Assessment in the amount of \$288,890.64 Motion seconded by Delores Melton. All in Favor. Motion approved.

Scott Feighner made a motion for the Parking Lot Sewage Assessment to be due on December 15, 2022. Motion seconded by Rod Heck. All in Favor. Motion Approved.

Schedule B: Washers-Dryers Assessment. Detailed Schedule B attached.

Assessment Based Upon Unit			
Efficiency	1.34994%	212.41	212.41
1 BR	1.47128%	231.75	3,476.22
2 BR	1.66101%	261.67	9,158.28
3 BR	1.85097%	291.61	2,916.08
Totals:		997.43	15,762.99

Delores Melton made a motion to approve the Washers-Dryers Assessment in the amount of \$15,762.99 Motion seconded by Joyce Wooden. All in Favor. Motion approved.

Delores Melton made a motion for the Washers-Dryers Assessment to be due on December 15, 2022. Motion seconded by Scott Feighner. All in Favor. Motion Approved.

Schedule C: Copper Valves, Hangers, Joints and Storm Drain Work. Detailed Schedule C attached.

Assessment Based Upon Unit per Bylaw Percentages			
Efficiency	1.34994%	906.59	906.59
1 BR (15 Units)	1.47128%	988.14	14,822.04
2 BR (35 Units)	1.66101%	1,115.65	39,047.87
3 BR (10 Units)	1.85097%	1,243.27	12,432.73
Totals:		4,253.66	67,209.24

Joyce Wooden made a motion to approve the Copper Valves, Hangers, Joints and Storm Drain Work Assessment in the amount of \$67,209.74. Motion seconded by Rod Heck. All in Favor. Motion approved.

Rod Heck made a motion for the Copper Valves, Hangers, Joints and Storm Drain Work Assessment to be due on December 15, 2022. Motion seconded by Lorna Farley. All in Favor. Motion approved.

Schedule D: Security 24/7 During Building Closure Assessment. Detailed Schedule D attached.

Assessment Based Upon Unit per Bylaw Percentages			
Efficiency	1.34994%	481.86	481.86
1 BR (15 Units)	1.47128%	527.73	7,915.98
2 BR (35 Units)	1.66101%	595.83	20,854.06
3 BR (10 Units)	1.85097%	664.01	6,640.10
Totals:		2,269.43	35,892.00

Lorna Farley made a motion to approve the Security 24/7 Assessment in the amount of \$35,892.00 Motion seconded by Joyce Wooden. All in Favor. Motion approved.

Lorna Farley made a motion for the Security 24/7 Assessment to be due on December 15, 2022. Motion seconded by Rod Heck. All in Favor. Motion approved.

Schedule E: Tile-Walls-Rooms-Assessment #2. Detailed Schedule E attached.

Assessment Based Upon Unit per Declarations Percentages			
Efficiency	1.34994%	1,707.65	1,707.65
1 BR (15 Units)	1.47128%	1,858.75	27,881.31
2 BR (35 Units)	1.66101%	2,098.08	73,432.89
3 BR (10 Units)	1.85097%	2,338.20	23,381.97
Totals:		8,002.68	126,403.81

Delores Melton made a motion to approve the Tile-Walls-Rooms-Assessment #2 in the amount of \$126,403.81. Motion seconded by Lorna Farley. All in Favor. Motion approved.

Rod Heck made a motion for the Tile-Walls-Rooms-Assessment #2 to be due on December 15, 2022. Motion seconded by Scott Feighner. All in Favor. Motion approved.

Schedule F: AC First Floor Project Assessment. Detailed Schedule F attached.

Assessment Based Upon Unit per Declarations Percentages			
Efficiency	1.34994%	278.79	278.79
1 BR (15 Units)	1.47128%	304.03	4,560.48
2 BR (35 Units)	1.66101%	343.01	12,005.42
3 BR (10 Units)	1.85097%	382.28	3,822.79
Totals:		1,308.11	20,667.47

Scott Feighner made a motion to approve the AC First Floor Project Assessment in the amount of \$20,667.47. Motion seconded by Rod Heck. All in Favor. Motion approved.

Joyce Wooden made a motion for the AC First Floor Project Assessment to be due on December 15, 2022. Motion seconded by Lorna Farley. All in Favor. Motion approved.

Schedule G: Boiler Assessment. Detailed Schedule G attached.

Assessment Based Upon Unit per Declarations Percentages			
Efficiency	1.34994%	677.41	677.41
1 BR (15 Units)	1.47128%	738.48	11,077.24
2 BR (35 Units)	1.66101%	833.49	29,172.08
3 BR (10 Units)	1.85097%	928.85	9,288.47
Totals:		3,178.23	50,215.20

Lorna Farley made a motion to approve the Boiler Assessment in the amount of \$50,215.20. Motion seconded by Delores Melton. All in Favor. Motion approved.

Lorna Farley made a motion for the Boiler Assessment to be due on December 15, 2022. Motion seconded by Scott Feighner. All in Favor. Motion approved.

Schedule H: Fire Sprinkler System Engineer Invoice Assessment. Detailed Schedule H attached.

Assessment Based Upon Unit per Declarations Percentages			
Efficiency	1.34994%	358.15	358.15
1 BR (15 Units)	1.47128%	390.52	5,857.87
2 BR (35 Units)	1.66101%	440.66	15,423.05
3 BR (10 Units)	1.85097%	491.09	4,910.93
Totals:		1,680.43	26,550.00

Rod Heck made a motion to approve the Fire Sprinkler System Engineer Invoice in the amount of \$26,550.00. Motion seconded by Scott Feighner. All in Favor. Motion approved.

Joyce Wooden made a motion for the Fire Sprinkler System Engineer Invoice to be due on December 15, 2022. Motion seconded by Scott Feighner. All in Favor. Motion approved.

Schedule I: Public Restrooms Remodel Assessment. Detailed Schedule I attached.

Assessment Based Upon Unit			
Efficiency	1.34994%	337.02	337.02
1 BR (15 Units)	1.47128%	367.52	5,512.80
2 BR (35 Units)	1.66101%	414.95	14,523.36
3 BR (10 Units)	1.85097%	462.68	4,626.83
Totals:		1,582.17	25,000.00

Lorna Farley made a motion to approve the Public Restrooms Remodel Assessment in the amount of \$25,000.00. Motion seconded by Scott Feighner. All in Favor. Motion approved.

Lorna Farley made a motion for the Public Restrooms Remodel Assessment to be due on December 15, 2022. Motion seconded by Delores Melton. All in Favor. Motion approved.

Schedule J: Sleeving of Roof Drains with additional Drain Work. Detailed Schedule J attached.

Assessment Based Upon Unit per Declaration Percentages			
Efficiency	1.34994%	3,081.55	3,081.55
1 BR (15 Units)	1.47128%	3,356.79	50,351.78
2 BR (35 Units)	1.66101%	3,789.71	132,639.73
3 BR (10 Units)	1.85097%	4,223.39	42,233.94
Totals:		14,451.43	228,307.00

Joyce Wooden made a motion to approve the Sleeving of the Roof Drains with additional drain work assessment in the amount of \$228,307.00. Motion seconded by Rod Heck. All in Favor. Motion approved.

Rod Heck made a motion for the Sleeving of the Roof Drains with additional drain work assessment to be due on December 15, 2022. Motion seconded by Scott Feighner. All in Favor. Motion approved.

(b) The Board of Directors read and voted on the “Sandpiper Towers Condominium Association, Inc. Board made Rules and Regulations to Review Sandpiper Towers Condominium Association, Inc.’s Official Records.”

Delores Melton read out loud the rules and regulations in their entirety.

Scott Feighner made a motion to approve the rules and regulations for reviewing official records, and such rules and regulations to become immediately effective. Motion seconded by Rod Heck. All in Favor. Motion Approved.

Voted on and approved rules and regulations for reviewing the Sandpiper Towers official records are included with minutes and provided to owners.

V. Other Business by Board Members:

Delores Melton read a statement that the Board of Directors would continue in house accounting through 2023.

VI. Adjournment.

Delores Melton stated there are no additional items on the agenda. There being no additional items, Rod Heck made a motion to close the meeting, and motion seconded by Lorna Farley.

All in Favor. Motion approved. Meeting Adjourned at 2:32 pm

The foregoing minutes were read on _____, 2023, and signed in to record by:

Scott Feighner, President _____
Date

Schedules A – J as included with the agenda are following:

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SCHEDULE A: Parking Lot Sewage Project - Assessment			
Unit #	Based Upon Declarations	Total Combined Expenses	
		288,890.64	
Assessment Based Upon Unit per Declaration Percentages			
Efficiency	1.34994%	3,897.21	3,897.21
1 BR (15 Units)	1.47128%	4,247.35	63,710.25
2 BR (35 Units)	1.66101%	4,795.47	167,841.39
3 BR (10 Units)	1.85097%	5,344.18	53,441.79
Totals:		18,284.21	288,890.64
Surveyor; Campbell Surveying	4,604.00		
Civil Engineering; BGE, Inc.	6,250.00		
Electrician; Norwood Electrical Solution	11,000.00		
Manhole Lining; Danus Utilities	4,410.00		
Wellpointing/Dewatering; Mersino Dewatering	7,840.45		
Trench Box Rental per OSHA; Orlando South	3,738.82		
Composite Wet-Well; Technical Sales Corp.	10,289.60		
Champion Pipe Restoration:			
General Overhead; Subcontractor Supervision	11,352.98		
Mobilization, Crew, Vehciles and Equipment	23,800.00		
Lift Station Package	34,000.00		
Setting of Lift Station; 4-person Team, Delivery, Excavation of Site, Bedding of Stone & Concrete, Concrete Balast Poured, Setting Posts, Mounting Conrol Panel, Hydraulic Concrete/Composite Work at Lift Station Gravity Tie-in	32,200.00		
Installation & Excavation 2" Sewer Force-Main	5,420.00		
Jet-Vac Truck Services	13,140.00		
Jet-Vac Fuel Recovery Surcharges	762.12		
Excavation & Replacement of 8" Cast-Iron	22,120.00		
Lift-Station Start-up Procedures	2,400.00		
Administration Services; Jonathan Schrader	2,576.00		
Heavy Plumbing Team for Project	85,000.00		
Lift-Station Water Supply Line Assembly	820.00		
Property Line Force Main Valve Assembly	580.00		
Asphalt Preparation; Road Base & Equipment	6,146.48		
Installation of 3rd Clean-Out	1,600.00		
Well-Pointing Pump Diesel Fuel for Project	585.00		
Wet-Well Transport/Delivery	740.00		
Municipal Manhole Pipe	80.00		
Sales Tax	2,641.20		
Sub-total Expenses	294,096.65	Balances w/submitted Invoices	
Brevard County/Clerk of Court - Final Permit	940.79		
Less Asphalt Prep; Road Base & Equipment	-6,146.80	Paid for from Reserve Account	
Total Parking Lot Sewage Assessment	288,890.64		

SCHEDULE B: New Washers-Dryers Assessment			
Unit #	Based Upon Declarations	Total Combined Expenses	
		15,762.99	
Assessment Based Upon Unit			
Efficiency	1.34994%	212.41	212.41
1 BR	1.47128%	231.75	3,476.22
2 BR	1.66101%	261.67	9,158.28
3 BR	1.85097%	291.61	2,916.08
Totals:		997.43	15,762.99
Commercial Washers; Five Total			
Commercial Gas Dryers; Five Total			
Five Year Warranties		15,676.99	
Hoses		86.00	
Total Assessment New Washers-Dryers		15,762.99	

SCHEDULE C: Storm Drain and Copper Valves, Hangers, Joints and Leak Repairs Assessment

Unit #	Based Upon Declarations	Total Combined Expenses	
		67,209.24	
Assessment Based Upon Unit per Bylaw Percentages			
Efficiency	1.34994%	906.59	906.59
1 BR (15 Units)	1.47128%	988.14	14,822.04
2 BR (35 Units)	1.66101%	1,115.65	39,047.87
3 BR (10 Units)	1.85097%	1,243.27	12,432.73
	Totals:	4,253.66	67,209.24
Jet-Vac Truck for Storm Drain; North Parking	4,618.00		
Pipe Video Robot Inspection	4,062.00		
Fuel Surcharge Vac-Truck	503.44		
Jet-Vac Truck Debris Disposal	550.00		
Sub-total Storm Drains North Parking Lot	9,733.44		
Champion Invoice:			
Mobilization; Crew, Vehicles and Equipment	500.00		
Installation of Water Valves			
26 Valves; 0.5"	7,150.00		
29 Valves; 0.75"	8,961.00		
14 Valves; 1.0"	4,844.00		
1 Valve; 1.25"	433.00		
1 Valve; 1.5"	586.00		
11 Valves; 2.0"	6,556.00		
1 Valve; 2.5"	1,066.00		
2 Valves; 3.0"	2,758.00		
2 Valves; 4.0"	4,594.00		
Delete Existing Old Valves			
4 Valves; 0.5" - 1.5"	720.00		
4 Valves; 2.0" - 2.5"	1,288.00		
2 Valves; 3.0"	736.00		
Misc Pipe Repairs			
Old Pipe Settings and fittings.			
Pipe Segments and Fittings were replaced and Tested			
Materials Utilized	5,140.00		
Conventional Plumbing Services - Repairs	2,600.00		
Administrative Services	184.00		
Plumbing Crews	9,000.00		
Sales Tax	359.80		
Total This Invoice	57,475.80	Balances w/submitted Invoices	
Total Assessment Storm Drains-Copper Valves	67,209.24		

SCHEDULE D: Building Closed - 24/7 Security from March 28 - September 3, 2022 Assessment			
Unit #	Based Upon Declarations	Total Combined Expenses	
		35,892.00	
Assessment Based Upon Unit per Bylaw Percentages			
Efficiency	1.34994%	481.86	481.86
1 BR (15 Units)	1.47128%	527.73	7,915.98
2 BR (35 Units)	1.66101%	595.83	20,854.06
3 BR (10 Units)	1.85097%	664.01	6,640.10
Totals:		2,269.43	35,892.00
24/7 Building Security From March 28, 2022 - September 3, 2022		35,892.00	
Current Security; Nightly Only from 10 pm - 6 am Rising Force Security, Inc.			
Total Security Building Closed		35,892.00	

SCHEDULE E: Tiles-Walls-Lobby-Game Room-Card Room Assessment #2			
Unit #	Based Upon Declarations	Total Combined Expenses	
		126,403.81	
Assessment Based Upon Unit per Declarations Percentages			
Efficiency	1.34994%	1,707.65	1,707.65
1 BR (15 Units)	1.47128%	1,858.75	27,881.31
2 BR (35 Units)	1.66101%	2,098.08	73,432.89
3 BR (10 Units)	1.85097%	2,338.20	23,381.97
Totals:		8,002.68	126,403.81
Lobby Remodel and Landings Artwork/Planters			
Lobby Rugs; Front of Doors and Elevators	124.06		
Lobby Armchairs	843.02		
Lobby Sofa	600.00		
Rub and Pad	341.33		
Wall Art; Blue and Turquoise Sea	127.31		
Wall Art; Blue Ciel	374.48		
Frame on Wall Art	196.44		
Wall Art; Two Sandpipers	204.06		
Trash Can and Pillows	193.30		
Metal Birds Sculture	40.42		
Turtle Wall Art	24.56		
Throw Pillows and Cases	195.12		
Console Table w/2 Drawers	261.88		
Console Table w/1 Drawer	160.50		
Coffee Table	75.00		
Assembly Fee	100.00		
Three Wood Floating Shelves	39.19		
Lobby Mirror and have Mirror Painted	11.05		
Shutters by Elevators	211.81		
Misc Décor Items	97.35		
Lobby Sconce Lights	139.08		
Lobby Ceiling Lights; Costco	213.84		
Lobby Paint; Sherwin Williams	132.17		
Planters for Lobby and Landings	3,412.93		
Plants for Lobby and Landings	1,956.74		
Landings Artwork	1,374.84		
Subtotal Lobby Remodel and Landings	11,450.48		
Less; Assessment #1	-3,050.00		
Total Lobby Remodel and Landings	8,400.48		
Card Room Furniture and Décor			
Table; Coffee Table	282.93		
Tables; Two Side Tables	633.41		
Two Teal Cabinets	270.00		
Two Lamp Tables	139.09		

Card Room Wicker Set	500.00
Three Piece Furniture for Card Room	350.00
Ruggable	309.00
Lamps	57.78
Card Room Ceiling Lights; Costco	256.61
Budget; Complete Card Room	2,500.00
Total Card Room Furniture and Décor	5,298.82
Game Room Furniture and Décor	
Foosball Table	278.04
Budget Complete Game Room	2,500.00
Total Game Room Furniture and Décor	2,778.04
Office Furniture and Décor	
Bookcase; Amazon	87.41
Shelves; Amazon	119.92
Ceramic Hanging Planters; Amazon	23.30
Planter and Plants	100.00
Cabinet with Doors; Amazon	231.88
Assembly	100.00
Total Office Furniture and Décor	662.51
Paul Davis Restoration; Extract Sewage First Floor	5,960.83
Cleaning under tile, walls and other	
Deep Clean; Main Floor Hallways	1,300.00
Deep Clean; Office	300.00
Deep Clean; Stairwells	275.00
Deep Clean; Elevator Landings; under tile 2nd-6th Floor	1,250.00
Deep Clean; Game Room	400.00
Deep Clean; Card Room	500.00
Total Cleaning Under Tile, Walls and Other	9,985.83
Miscellaneous	
Air Vent Covers	179.73
Tile; Installation includes Trim	8,226.78
Tile Only	6,909.05
Materials for Tile	638.35
Remove old tile; Hammer Rental, Stucco, Concete Block	5,554.49
Paint; Sherwin-Williams	2,010.22
Hallway Covers; Valves in Ceiling; Fire Proof	1,685.40
Total Miscellaneous	25,204.02
Payroll Tile, Walls and Other Repairs	
Gross Payroll including Overtime	80,731.15
Less Assessment #1 Gross Payroll including OT	-12,194.13
Entity Payroll Portion	6,469.94

Less Assessment #1 Entity Portion	-932.85
Total Payroll	<u>74,074.11</u>
*Due to the Projects and Emergency Sewage Issues	
We have \$18,920 left in Payroll Budget until Year End	
\$63,682 Total Payroll Budget for 2022	
(99,651) Total Payroll All Employees Pd through 8/31/22	
\$18,920 Balance in Payroll Budget through 12/31/2022	
Total	<u>126,403.81</u>

SCHEDULE F: AC First Floor; Card Room, Game Room, Maintenance				
Unit #	Based Upon Declarations	Total Combined Expenses		
		20,671.25		
Assessment Based Upon Unit per Declarations Percentages				
Efficiency	1.34994%	278.79	278.79	
1 BR (15 Units)	1.47128%	304.03	4,560.48	
2 BR (35 Units)	1.66101%	343.01	12,005.42	
3 BR (10 Units)	1.85097%	382.28	3,822.79	
Totals:		1,308.11	20,667.47	
AC Units First Floor; Game Room, Card Room and Maintenance Room, Transfer Fans to Hallway	19,875.00			
Plans	221.25			
Electric	575.00			
Total First Floor AC	20,671.25			

SCHEDULE G: Boiler Assessment			
Unit #	Based Upon Declarations	Total Combined Expenses	
		50,200.00	
Assessment Based Upon Unit per Declarations Percentages			
Efficiency	1.34994%	677.41	677.41
1 BR (15 Units)	1.47128%	738.48	11,077.24
2 BR (35 Units)	1.66101%	833.49	29,172.08
3 BR (10 Units)	1.85097%	928.85	9,288.47
Totals:		3,178.23	50,215.20
Replace 500,000 BTU Domestic Hot Water Boiler with two 280,000 BTU each High Efficiency Condensing Water Heaters	41,000.00		
Install Poly-Material Lining in Chimney for Venting; Materials and Labor	7,900.00		
Carbon-Monoxide Monitor to be tied in with Fire System	700.00		
Misc Electrical	600.00		
Total Boiler System	50,200.00		

SCHEDULE H: Fire Sprinkler System Engineer Invoice Assessment #1			
Unit #	Based Upon Declarations	Total Combined Expenses	
		26,550.00	
Assessment Based Upon Unit per Declarations Percentages			
Efficiency	1.34994%	358.15	358.15
1 BR (15 Units)	1.47128%	390.52	5,857.87
2 BR (35 Units)	1.66101%	440.66	15,423.05
3 BR (10 Units)	1.85097%	491.09	4,910.93
Totals:		1,680.43	26,550.00
Fire Sprinkler System Engineer Invoice #2022-2388-01	26,550.00		
Preparation of Fire Sprinkler and Fire Alarm Design Document			
Total Fire Sprinkler Engineer Assessment #1	26,550.00		

SCHEDULE I: Public Restroom Remodel			
Unit #	Based Upon Declarations	Total Combined Expenses	
		25,000.00	
Assessment Based Upon Unit			
Efficiency	1.34994%	337.02	337.02
1 BR (15 Units)	1.47128%	367.52	5,512.80
2 BR (35 Units)	1.66101%	414.95	14,523.36
3 BR (10 Units)	1.85097%	462.68	4,626.83
Totals:		1,582.17	25,000.00
Budget Remodel Both Public Restrooms	25,000.00		
*Budget includes one ADA Stall per Restroom			
Total Public Restroom Remodel		25,000.00	

SCHEDULE J: Roof Drains, Parking Lot Manholes, Restroom Drains and Out Back Drains				
Unit #	Based Upon Declarations	Total Combined Expenses		
		228,307.00		
Assessment Based Upon Unit per Declaration Percentages				
Efficiency	1.34994%	3,081.55	3,081.55	
1 BR (15 Units)	1.47128%	3,356.79	50,351.78	
2 BR (35 Units)	1.66101%	3,789.71	132,639.73	
3 BR (10 Units)	1.85097%	4,223.39	42,233.94	
Totals:		14,451.43	228,307.00	
Estimate #204243; Base Amount of Contract		216,307.00		
Line Six Roof Drains, Replace rusted piping approximately 10' down, Complete clearing of North Parking Lot Manhole, Clear South Parking Lot Manhole, Clear Drainage, if possible, of Manhole out back by Unit #101, Clear and/or replace Public Restroom Drains				
Estimate to Repair Ceilings on 6th Floor after Roof Drain Work and Pipe Installation		12,000.00		
** Assessment #2 will consist of any amounts above the base bid price, the cost for Advanced Roofing to re-attach the Roof after the pipes are lined, and the cost of the roof drain covers and installation of covers.				
Total Estimate Roof Drain Lining and Additional Work		228,307.00		
Assessment	Efficiency Apartment	One Bedroom Units	Two Bedroom Units	Three Bedroom Units
Schedule A: Parking Lot Sewage Project	3,897.21	4,247.35	4,795.47	5,344.18
Schedule B: Washers-Dryers Sets (5) Floors	212.41	231.75	261.67	291.61
Schedule C: Valves - Leaks	906.59	988.14	1,115.65	1,243.27
Schedule D: Security - Building Closed	481.86	527.73	595.83	664.01
Schedule E: Tile-Walls-Lobby, Card & Game Rooms	1,707.65	1,858.75	2,098.08	2,338.20
schedule F: AC First Floor	278.79	304.03	343.01	382.28
Schedule G: Boiler Replacement	677.41	738.48	833.49	928.85
Schedule H: Fire Engineer's Invoice	358.15	390.52	440.66	491.09
Schedule I: Public Restrooms	337.02	367.52	414.95	462.68
Schedule J: Roof Drain Lining and Additional Work as Outlined	3,081.55	3,356.79	3,789.71	4,223.39
Total Assessments Voted on 12/3/2022	11,938.63	13,011.06	14,688.52	16,369.56
*This Page is for Owner Convenience for Total				

**SANDPIPER TOWERS
CONDOMINIUM ASSOCIATION, INC.**

205 A-1-A S. PATRICK SHORES, SUITE 100
SATELLITE BEACH, FL 32937

**BOARD MADE RULES AND REGULATIONS
GOVERNING REQUESTS TO REVIEW SANDPIPER TOWERS
CONDOMINIUM ASSOCIATION, INC.'s
OFFICIAL RECORDS**

Policy for the Request to View Association Records

Approved By: Board of Directors

Date Approved: Dec. 3rd, 2022
Effective Date: Dec. 3rd, 2022
Revised: _____, 2022

OVERVIEW

Description:

The Board of Directors is required by the section 718.111(12)(c), Fla. Stat. to produce for review to any requesting owner, all association records with exclusions of certain records as set forth below.

Purpose/Rationale:

To provide reasonable access to the Association's Official Records in accordance with Florida law.

Applicability:

This policy applies to all unit owners. A renter of a unit has a right to inspect and copy only the declaration of condominium, the association's bylaws and rules, and reports described in ss. [553.899](#) and [718.301](#)(4)(p). (milestone inspection report)

Failure to Comply:

Residents who do not follow these Board made Rules and Regulations and guidelines for requesting and inspecting official records, may be asked to re-submit requests, delaying the process, or such requests to review official records may not be considered.

POLICY & PROCEDURE

For any record required to be maintained by section 718.111(12)(a), Fla. Stat., and not subject to section 718.111(12)(c)3a, Fla. Stat., the Board of Directors of Sandpiper Towers Condominium Association Inc. hereby adopt the following Rules and Regulations Governing Records Requests.

1. All requests to review official records made by a record unit owner(s) or their designated representative must be sent by **certified US mail**, and received by the President or Secretary of the Board of Directors, or their agent, at the Association mailing address (currently 205 A-1-A S. Patrick Shores, Suite 100, Satellite Beach, FL 32937).

**SANDPIPER TOWERS
CONDOMINIUM ASSOCIATION, INC.**

205 A-1-A S. PATRICK SHORES, SUITE 100
SATELLITE BEACH, FL 32937

2. A Unit Owner's request to review Official records will be effective on the date in which the Association receives the request.
3. The unit owner will be notified by a Board member or the Association's Agent of date and time to view records either in writing or by electronic mail.
4. All meetings for purposes of providing access to Official Records will be held at 205 A-1-A S. Patrick Shores, Suite 100, Satellite Beach, FL 32937, during business hours of 9:00 am to 4:00 pm Monday through Friday, unless directed otherwise by a Board member, or their agent. The Board may, at their discretion, provide or send copies of records being requested via regular US mail, email, or hand delivery, to the owner requesting such records.
5. Should a unit owner/representative require copies of any association document, said unit owner or their authorized representative may use a portable device, including a smartphone, tablet, portable scanner, or any other technology capable of scanning or taking photographs, to make an electronic copy of the official records in lieu of the association's providing the member or his or her authorized representative with a copy of such records. Should a unit owner/representative request that the Association provide copies of a document(s), the Association may provide such copies at the Association's first available opportunity for a charge of .25 cents per page and thereafter provided or forwarded to said unit owner/representative via regular US mail, email, or hand delivery. The Association is not obligated to generate copies of documents for unit owners, other than copies of the Declaration, Articles of incorporation, Bylaws, and Rules and Regulations, and all amendments to each of the foregoing, as well as the question and answer sheet as described in s. [718.504](#) and year-end financial information required under Chapter 718, Fla. Stat. The charge of .25 cents per page shall also be charged to the unit owner/representative, and due upon request, for copies of the Declaration, Articles of incorporation, Bylaws, and Rules and Regulations, and all amendments to each of the foregoing, and the question and answer sheet as described in s. [718.504](#) and year-end financial information required under Chapter 718, Fla. Stat.
6. The following records are not accessible to unit owners, as more particularly set forth in section 718.111(12)(c)3, Fla. Stat.:
 - i. Any record protected by the lawyer-client privilege and any record protected by the work product privilege;
 - ii. Any record containing information obtained by the Association in connection with the approval of the lease, sale, or other transfer of a unit;
 - iii. Any record containing personnel records of the Association or its management company's employees or workers;
 - iv. Any record containing medical records of unit owners and residents;

SANDPIPER TOWERS CONDOMINIUM ASSOCIATION, INC.

205 A-1-A S. PATRICK SHORES, SUITE 100
SATELLITE BEACH, FL 32937

- v. Any record containing personal information of unit owners, as more particularly set forth under section 718.111(12)(c)3e, Fla. Stat.
 - vi. Any record containing electronic security measures that are used by the association to safeguard data, including but not limited to passwords, and other software and operating systems used by the Association allowing for the manipulation of data;
 - vii. The software and operating system used by the association which allow the manipulation of data, even if the owner owns a copy of the same software used by the association; and
 - viii. All affirmative acknowledgments made pursuant to s. 718.121(4)(c).
7. Only the unit owner(s) of record who submits the record request, and/or their representative, will be permitted to attend the record review meeting.
 8. Redundant or duplicative record requests will not be accepted or considered. For example: a request for invoices from contractor for Jan-April, followed by the same request less than three (3) months later constitutes a redundant or duplicative request; a request made by a co-owner of a Unit, requesting the same records that another co-owner requested earlier constitutes a duplicative or redundant request etc.
 9. No Unit Owner or co-owners of a unit may submit more than two (2) requests for inspection and/or copying of Official Records in a 45-day period, and no Unit Owners shall be entitled to utilize more than eight (8) hours per month, of the Association's or the Association's agent's time in a 45-day period for purposes of administering an owner's records request. For in person inspection of records, the Association is authorized to supervise members' inspection of such records.
 10. Unit Owners shall not alter the records in any manner.
 11. Unit owners shall refrain from engaging or making derogatory or inappropriate comments towards the person(s) administering the records inspection on behalf of the Association, or expecting explanations or analysis of records being inspected.
 12. Unit Owners are asked to exercise their right to inspect records in good faith, and not exercise their inspection or copying rights in order to harass any other member or resident, association agent, officer, director, or employee.
 13. All Unit Owners making records requests shall conduct themselves in a businesslike manner and shall not interfere with the operation of the association where the inspection or copying is taking place. The Association may assign person(s) or agent(s) to administer and supervise said inspection.
 14. Responding to and administering requests for access to Official Records is time

**SANDPIPER TOWERS
CONDOMINIUM ASSOCIATION, INC.**

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SATELLITE BEACH, FL 32937

consuming, and may incur significant expenses for the Association, which are paid for by all members as a common expense.

Reference(s):

Florida Condominium Act 718.111(12)

Florida Administrative Code 61B-23.002 and 61B-23.0021

**SANDPIPER TOWERS
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OFFICIAL RECORDS REQUEST FORM

TO: Board of Directors of Sandpiper Towers Condominium Association, Inc.

As a Unit Owner and Member of the Condominium Association and pursuant to §718.111(12), *Florida Statutes*, the undersigned hereby requests to inspect and copy the following official records of the Association:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

This written request is made pursuant to s. 718.111(12), *Florida Statutes*, and has been sent via certified mail pursuant to Sandpiper Towers' Board Made Rules and Regulations Governing Records Requests.

Please provide the undersigned with an appointment to review the records requested above.

Signature: _____

Printed Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Date: _____