

**Sea Island South****Special Board of Directors Meeting Minutes**

**Date:** August 28, 2025

**Time:** 6:00 PM

**Location:** Sea Island South Meeting Room 750 Island Way. Clearwater FL 33767

1. **Call to Order by Presiding Officer:** Jena Hutton, President at 6:07PM
2. **Proof of Notice** was established: August 26, 2025
3. **Quorum:** Established: Attending were Jena, Jill, Adrienne, Reed, David Tyler and Susan from AmeriTech. Kim Carrington is attending from McGriff Insurance.
4. **Action:** Jena made a motion to waive the reading of and approve the minutes from the board meeting held May 14, 2025. Adrienne Capone seconded. Motion was carried
5. **Insurance:** Jena Hutton introduced Kim Carrington to address SIS insurance for the coming year. **See attached Insurance Review for details.**
6. **Actions: (1)** The board will consider the recommendation to switch to a \$5,000 deductible for equipment breakdown coverage to save on premiums; **(2)** The board will decide on the assault and battery coverage option before binding the insurance on September 12<sup>th</sup>; **(3)**The board will decide on the assault and battery coverage option before binding the insurance on September 12<sup>th</sup>; **(4)** The board will review the option to add Environmental Impairment Liability coverage for pollution.
7. **Board Officer Reports:**
  - **Treasurers Report:** Jill Ball explained that budgeted amount for the year is \$126,931. As of July 2025, we've actually expended \$135,815.90. So, we are over budget for the year \$8,884.90. Jill explained the majority of the reason why we're over budget is the water and utilities. Water is the major item why we're over budget due to the leak in the slurry tank and it's costing us about five to six hundred dollars a month. The good news is that insurance surplus is \$25000 which will offset the over budget
8. **Building and Maintenance Updates:**
  - **Jena addressed the slurry tank issue:** We fully expected to have it done by now. The main driver for the delay is the City of Clearwater. Alex has been given the run around by the permitting department. They are in temporary quarters. We are starting Friday Sept 5 for leak test and

dry land test as well.

- **Fire line updates:** Still addressing. Piper has come out. They did \$3,000 of work. None of their work made any difference. Sonar Bonar could not complete the test due to wet weather. Susan Ables has been helpful in getting others here. Dover said to bypass by re-piping. That would be \$27K. When line was re-piped we put in an extra line. Skyway has corroborated everything said. We may have to get leak detection back out here. We are a little dead in the water right now.
- **Carport roofs** – extensive leaking in the north carport. USI roofing came out. Their scope of work—recommendation was to increase the number of downspouts. USI roofing came back with a \$76K bid to cover with silicone and sealing. They reduced bid by half after Jena detailed our needs. We brought out #1 Roofing. Still came in with bid over \$13K. We will continue to pursue
- **Jena addressed the delays in maintenance.** Just to let people know this has been very frustrating. We are trying but it takes 3-4 weeks to get someone out.
- **David Tyler talked about the roof noise problem.** The AC's on the roof and vibrations are causing significant vibrating noise. Must be resolved. We found a sound engineers, Florida Soundproofing. They did an analysis and asked us to test a sound bracket. Teamed up with Sarah's air. The latter company will eliminate all metal contact on the roof area around Stack 1 and 4. We will do a few test units and proceed to avoid the steel on steel and see where we are.
- **Jena addressed Dumpster hallway ceiling** was being scraped when Jason Ingalls realized he cannot patch due to poor construction the past. We have a bid. **Action** Jena made a motion to have these repairs done as per bid. \$1500 will come from deferred maintenance. Adrienne seconded and the motion was carried.
- **Dumpster hallway flooring** is a mess. Reed and Jena researched to find a best product to repair floor that would hold up and decided on Epoxy. Reed noted that it will be easier to clean. Asking for a bid from Munyan since this is their wheelhouse even though one owner and others might not view them favorably. While they are here, we will ask them to bid on the bubbling of the paint on the side of the building and on the balcony of 402. Next thing will be paint wear on the sidewalk.

- **AZ Pro** good reviews from all. Jena notes that Jill has done a great job of transitioning work to Alberto from Missy and Kyle. Jill listed all the items that Missy has done over the last months. AZ pro will do all this work for \$300 a month. September 3 or 4<sup>th</sup> will be the end of Missy's service. Jill added that AZ pro is here to work for SIS. No personal work please.
- **Adrienne addressed landscaping.** She explained that we had a bid from Cut-rite and a bid from Ginko Landcare to tear out dead plants and replace with new. We also have new bids from both companies for maintenance as our contract with Cut-rite is coming for renewal. Ginko came in with more economical bid by over \$2K+ per year and about the same for tear out and replacement; moreover, we have more choice of plantings with Ginko. We would like to change to Ginko for land care. Susan has two other properties with Ginko, and they are happy with them. **Action:** Jena Made a motion to terminate contract with Cut-rite and hire Ginko. Jill Seconded the motion. Motion carried.

Jill mentioned that we have more than one contract with Ginko. After some discussion and questions answered, it is was clear that Ginko can tear dead plantings prior to the end of Cut-Rite contract. We will ask them to begin maintenance November 1 and new plantings thereafter. **Actions:** Jill made a motion to approve bid for removal of \$1800 to tear out dead shrubs. Reed seconded, motion carried. Jill made a motion to approve the \$12, 917 to be taken out of deferred maintenance, plantings TBD. David wanted to ensure we get plants that are big enough on the poolside. Jill suggested that we approve for now and if we need different plantings, we can bring to next board meeting. Jena seconded the motion, motion carried.

- Jena described a confusing and costly situation with our three fire systems. Jena wanted to consolidate these services. Skyway agreed to take over all the processes at a savings. Dart does the monitoring at \$2K a year. Skyway will do fire for \$500 a month and ask Piper and Susan will ask other companies to do Elevator. **Actions:** Jena made a motion to approve a contract with Skyway to do annual and other scheduled fire inspections at annual base cost of \$2,140. Adrienne seconded; motion carried.

9. Jena and Jill went to find a fridge for the community room. Two choices one was Whirlpool the other HiSense. **Action.** In interest of accessible parts, Reed made a motion to approve whirlpool for \$1100. Jena seconded motion carried.

10. Budget workshop announced and all invited for September 4, 2025

11. An owner brought up a problem with tiny bugs on a filter she has. She was curious if others have seen these.
12. Another owner brought up the washer and dryers. Discussion ensued. Dave noted that he had tried to get used ones. There are no replacement parts for current machines. It is a common area, and we must supply. People thought larger capacity machines would be a good solution. Dave Tyler will look into it.
13. Dave Huston noted that we need to alert owners to clean screens on outside dryer vents
14. Budget Approval Meeting October 22, 2025, in conjunction with regular BOD meeting.
15. Jena called to adjourn the meeting at 8:12PM.