

# **GREENWICH PROPERTY OWNERS ASSOCIATION, INC.**

## **BOARD OF DIRECTOR'S MEETING**

**Tuesday June 8, 2021 – 6:30 PM - Via Zoom Meeting**

### **MINUTES**

#### **CALL TO ORDER**

The meeting was called to order at 6:30 PM. A quorum was established. Board members present: President Kate Wesner, Vice President Steve Sanders, Treasurer Perry Baldwin, Secretary Christie Evenson, and Director Brian Butler. Jeff Green, Association Manager representing Capital Realty Advisors was also in attendance.

**APPROVAL OF MINUTES** The minutes from meetings held on May 11, 2021 Meeting were reviewed a motion to accept as submitted was made by Kate, seconded by Perry. and approved by a unanimous vote of the Directors.

#### **OFFICERS REPORTS**

**President** - Kate reported on appointments for Standing Committees that were made at the May 2021 meeting.

**Vice President** – Steve will report during committee on Architectural Committee action.

**Treasurer** – Perry reported that he had signed off to get the 2020 Annual Audit prepared and he plans to meet with the CRA head of the accounting department to discuss the Associations operating budget.

**Secretary** – Christie had nothing to report on.

#### **LIASON AND COMMITTEE MEMBERS REPORTS**

**Roof Replacement Committee** – Perry reported that the final revision with changes of the 4 Jays roof engineering contract has been sent to the Associations legal counsel for review.

**Legal Committee** – Kate reported that there was nothing new to discuss that had not already been reported.

**Irrigation** – Perry reported that Revival Account Manager was assisting the Master Association landscape company in an effort to find system leaks on the Master Associations property. Perry said that the POA existing problems are being caused by leaks in the other associations systems.

**Lease and Sale Review** – No applications have been received.

**Architectural** – Steve reported that a new application form which included requirements for impact window installation had been prepared and submitted copies to the Directors for review. The Directors approved the application for the installation of windows.

**Compliance Committee** – No actions had been submitted to the new committee. David Monsour Sr. (Chairman) expressed his views about enforcement and the lack thereof. Steve Sanders expressed concerns for Patio Grille violations as he considered their use to be a safety violation.

**Social Committee** – Still trying to find volunteers.

**Communications Committee** – Kate announced that she had appointed Marianne Strelec to the committee.

### **MANAGERS REPORT**

Jeff Green reported on issues and concerns.

**Landscape Maintenance** – Revival landscape Service is completing maintenance in accordance with their contract.

**Pool Cabana Cleaning** – Jeff reported that he had obtained proposals for janitorial service however all were more money than budgeted for. CRA staff will continue cleaning in accordance with the management contract.

**Pending Violations** – Jeff advised the Board that there were many balconies that displayed light strings without obtaining ARC approval. Steve expressed his concern about fining at this time for the current exterior lighting violations until the Architectural Committee reviews the issues. He did say that he believed the Rules need to be reviewed and clarified while addressing the lighting and determining if grilles that did not produce open flames would be allowed on balconies with all grilles being a current violation. Perry opposed the use of Grilles on patios.

Kate asked the Board to not take further action on violations until further review of Rules could be discussed.

**Street Lights** – Jeff notified the Directors that a resident on Regions Way had complained about street lights needing repairs. He said that he had asked the Medical building manager to make repairs after finding that FPL was not responsible for repairing those lights.

**Sewer Laterals** – Jeff reminded the Directors that a resident reported and requested that the prior Board repair a break caused by roots in the sewer lateral pipe that connects his home to the main line sewer. The Directors discussed the problem and requested that Kate discuss this with Association Legal Counsel.

**Mailbox Relocation** – Jeff asked if the Directors wished to pursue permission to relocate the community mailboxes to the Pool Cabana in view of a prior request of the USPS by the Greenwich Master Association. After discussion Perry requested that Jeff provide him with the USPS contact information and he would pursue the approval.

#### **Open Projects –**

**2nd Sidewalk cleaning** -Jeff reported that the prior Board had discussed a second power cleaning of sidewalks, and surface drains but had not added funds to the 2021 budget. The Directors decided to not act on this at this time because of budget constraints.

**Tree Trimming** – Jeff reported that it was time to consider trimming of trees and Palms. He reported that in 2020 the trimming was started in July by Revival Landscape Services at a cost of \$6800.00. Jeff was directed to obtain 3 proposals for tree and palm trimming and report back to the Board.

### **OLD BUSINESS**

**Pool RE-Opening** – The Directors discussed the re-opening of the swimming pool under restrictions recommended by the Associations Attorney, Palm Beach County, and the Center for Disease Control. The Directors decided that signs would be prepared and displayed with rules for use and the health agencies requirements. Jeff was advised to have sanitizing towel dispensers installed on the pool walls in advance of the opening and to prepare signs that included all requirements and CDC directions. Jeff will send the sign info to Perry who volunteered to get them printed on card stock and laminated.

**Steve made a motion** to open the pool with signs posted and sanitizing towel wipes in place as soon as possible. Perry seconded the motion which was carried by a unanimous vote.

## **NEW BUSINESS**

**Rental Rules** – Jeff informed the Directors that action on new Rental rules was discussed by the prior Board but left for this Board to decide on. After considerable discussion, the Directors agreed that the two rules that were proposed by prior President Dean Carter be voted on.

**Steve Sanders made a motion to adopt rule number 1 which states,**

**Lease Rule 1** – a buyer purchasing a property that has a lease in place....

Association shall allow purchase of property with lease in place.

Buyer of property with lease in place will have a 12month waiting period after the honored lease expires or after the tenant vacates the property – no new tenants.

**Perry Baldwin seconded the motion which was passed by a unanimous vote of the Directors.**

**Steve Sanders made a motion to adopt rule number 2 which states,**

**Lease Rule 2** – Extension of an existing annual lease

Association shall allow landlord/tenant to extend an annual (12 Month) lease for a time frame between 1 to 12 months with Association review and approval.

Association shall review owner and tenant to verify both are in good standings with the community and decide upon findings.

Landlord/tenant will provide a new extension of lease application and appropriate fees for review.

**Kate Wesner seconded the motion which was passed by a majority vote of the Directors by 3 in favor and 2 against. Perry Baldwin and Christie Evenson voted against adding rule #2.**

**RESIDENT FORUM/CORRESPONDENCE** – None.

## **NEXT BOARD MEETING / ADJOURNMENT**

Kate asked the Directors if they wished to meet each month instead of every other month.

Directors wished to maintain the schedule for meetings every other month.

Next scheduled Board meeting will be the Annual Members meeting on Tuesday August 10, 2021.

There being no further business, a motion was made and approved to adjourn the meeting at 9:20 PM

**Respectfully Submitted,**

Jeff Green, LCAM for the Association.