SANDAL COVE II ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

Wednesday, March 25, 2026

Meeting Called to Order: 4:02 PM | Meeting Adjourned: 5:45 PM

Location: Ameritech Management / Zoom

ATTENDANCE

Board of Directors Present:

- Bob Wilson
- Cynthia Dominick
- Tony Dale
- Patrick Fitzgerald
- Rhea Clunan (Via Zoom)

Attendance via Zoom:

- Greg D.
- Chris Biziak
- Lynn Byrd
- Christine Hunt
- Linda

Attendance In-Person (Non-Board):

- Donna, Kris, Sandi, Lori, Debbie, Edie

Management Present:

- Angela (LCAM, Community Manager) – presided until 4:06 PM
- Andrew George (Ameritech Project Manager) – joined at 4:06 PM

CALL TO ORDER

The meeting was called to order at 4:02 PM. A quorum of the Board was confirmed both in person and via Zoom. Proof of notice was certified as posted on the bulletin board and distributed by email.

PURPOSE OF MEETING

Board of Directors Meeting.

APPROVAL OF PRIOR MINUTES

The minutes from the Annual Meeting of February 4, 2025 had not yet been posted. The Board waived detailed review.

Motion: Approve prior annual meeting minutes **Second:** Rhea motioned, Tony seconded
Vote: All in favor – Motion carried

Action Item: Angela to begin posting draft meeting minutes to the owner portal following each meeting, rather than waiting for Board review.

FINANCIALS

Rhea confirmed the financials are in order. Tony asked whether anyone regularly reviews the financials. Angela confirmed that a year-end audit is conducted, and that Chris Biziak reviews them regularly with Bryan Potts – a process that has previously identified and corrected errors.

Note: The following figures are estimates as reported at the meeting; final figures are reflected in the February 2026 financial statements.

Deferred Maintenance: $11,462 (estimated)

Special Assessment Reserve: $114,648 (estimated)

Paint Reserve: $36,666 (estimated)

Interest from Special Assessment: $7,303 (estimated)

Total Available for Project Use: $158,950 (estimated; deferred maintenance funds reserved for contingency)

OLD BUSINESS

1. Refurbishment Project Contract – Halenkamp

Motion: Approve and sign the Refurbishment Project Contract with Halenkamp **Second:** Patrick motioned, Tony seconded **Vote:** All in favor – Motion carried

Discussion followed regarding contract specifics:

- Screened breezeways confirmed as included in scope.
- Owner questions addressed regarding wood pre-treatment/priming, port-a-potty placement (contractor's responsibility), and staging area location (likely in front of Tony's area; contractor may use a locked container).
- All lag bolts and brackets will be replaced – not only rusted ones.
- Structural uprights: 4 will be replaced in 1-bedroom units; approximately 7 in 2-bedroom units.
- Under discussion, aluminum railings will be bronze but will NOT match wood trim color. All access will be from screened lanais; no access to unit interiors is required.
- Corner units will be completed first, top to bottom.
- Fascia and soffit repairs ($24,000 est.) were discussed but the Board voted to postpone.

Action Items: (1) Board to review contract for theft responsibility clauses. (2) Board to schedule a pre-work meeting with contractor to confirm water/power sources, staging, and logistics. (3) Board to provide residents with at least one week's prior notice before any work begins, including car-moving requirements. (4) Patrick to inquire with SCI about use of unassigned parking spaces during the project. (5) Bob to consult with Acoma and Halenkamp regarding sequencing of fascia/soffit vs. mansard work.

Building Paint Colors: No decision made. Current scheme: terra-cotta tiles, dark-taupe trim, light beige buildings. Color visualizer not rendering accurately.

Action Item: Bob to photograph buildings and present color options at a future meeting.

Storage Doors: Halenkamp will frame around storage doors. Replacement of doors is at owner's expense ($1,575 per steel door). Exterior unit entry doors will not be painted.

Action Item: Angela to inquire with handyman regarding storage door options.

NEW BUSINESS

2. Mansard Tile Repairs – Acoma

Bob reported that mansard tile repairs are ready to begin. Halenkamp will paint the mansards following repairs. Color not yet determined. Gutters will be addressed after the main refurbishment.

M&M to cut back bushes from the building; additional cutting may be needed later. Palms should be trimmed May/June. Halenkamp will also repair an additional section of the retaining wall.

> **Motion:** Authorize mansard tile repairs to begin immediately with Acoma **Second:** Tony motioned, Patrick seconded **Vote:** All in favor – Motion carried

3. Stormwater Pond Maintenance

Vegetation has been sprayed twice and dead material removed, but ongoing treatment is needed. Budget of $3,000 available. Quote received: $174/month ($2,088/year) for ongoing treatment.

> **Motion:** Approve pond maintenance contract at $174/month **Second:** Tony motioned, Patrick seconded **Vote:** All in favor – Motion carried

4. Fire Alarm – Building 1009

The fire alarm in Building 1009 continues to trigger a fault mode when it rains or sprinklers activate. Cintas has indicated probable damage to underground wiring.

Action Item: Angela to contact Piper and additional alarm companies for troubleshooting and repair quotes.

5. Red Ant Treatment

Building 1007 has a red ant infestation. Two quotes received from Top Notch Pest Control:

- Option A: Bait application only, no warranty – $375 total
- Option B: Granular Top Choice treatment with 1-year warranty, wasp nest removal at $50/building – $475 total. Pet-safe after 24 hours. Treatment will not be applied within 15 feet of the pond.

> **Motion:** Approve Option B: granular treatment, baiting of mounds, and wasp nest removal on both buildings **Second:** Rhea motioned, Patrick seconded **Vote:** All in favor – Motion carried

Action Item: Board to provide residents with at least one week's notice prior to treatment, particularly for pet owners.

6. Pool Furniture

One chaise lounge is torn; one round table is badly rusted. Board reviewed condition.

> **Motion:** Scrap the torn chaise lounge only; retain the table pending further review **Second:** Decision by Board consensus **Vote:** All in favor – Motion carried

Action Item: Tony to contact scrap hauler to remove the chaise lounge, fallen gutters from the rear of Building 1009, and old flag poles near the fence.

7. Landscaping / Mulch

Bob noted that mulch in garden and pool areas has degraded to sand. After discussion, the Board agreed to defer mulch refresh until after the refurbishment project is complete. Note: the refurbishment project requires an 8–12 inch clearance from the building perimeter.

8. Pool Shed Clearance

Residents have completed clearing personal items from the pool shed as previously requested.

SPECIAL ASSESSMENT DISCUSSION

The Board discussed project costs and special assessment structure. Note: figures presented by the project manager are working estimates. Final amounts will be confirmed at the next Board meeting.

Estimated Project Costs:

Halenkamp Contract: $332,953
Project Management (Phil, Ameritech – 5% of contract): $16,648
Contingency (20%): $66,591
Acoma – Fascia & Soffits: $24,000 (postponed)
Mansard Repairs (estimated): $15,000
Absolute Gutters: $32,240

Estimated Total: $485,432 (before postponement of fascia/soffit scope)

Estimated Remaining to Collect: $326,482

Payment Terms Discussed:

The Board discussed payment structures and contractor deposit/holdback terms:

- Contractor deposit: 25% due upon contract execution ($83,239 est.)
- Final 10% withheld until all work is complete and Board-approved ($33,296 est.)
- Monthly project evaluations recommended throughout.
- Possible emergency structural permit given the building's approximate 50-year age.
- Project estimated at 4 months once permits are secured. Permit timeline: 4–6 months (Safety Harbor and Pinellas County).
- All available funds should be collected before work begins.

Proposed owner payment schedule (four equal installments):

- Payment 1: May 1
- Payment 2: June 1
- Payment 3: July 1
- Payment 4: August 1

Notice language recommended: "Pay in full, or in a maximum of 4 equal monthly installments."

Full payments accepted; no incentive for early payment. Extensions subject to Board approval.

Action Items: (1) Board to review Exhibit A (terms/payments) and page 33 Milestones in the Halenkamp contract. (2) Angela to send formal written notice to all owners. Notice requires 14-day advance posting. (3) Terms and final dollar amounts to be formally voted upon at the next Board meeting.

BOARD COMMENTS

- Tony noted that owners will incur their own costs for items such as doors and screens.
- Patrick offered to source bulk pricing on screens after the project is complete (measurements required first).
- Lori asked whether breezeway carpeting could be replaced with leftover project funds – to be determined. Patrick offered to source carpeting at cost. Donna asked whether carpeting could be removed and concrete left exposed (as at SCI), and whether refinishing would be required and at what cost. No decision made.
- Sandi asked whether first-floor exterior screen doors must match in style. Confirmed: yes.

ADJOURNMENT

The meeting was adjourned at 5:45 PM due to room availability. A motion to adjourn was made and seconded; specific names not recorded.

Submitted by: Cynthia Dominick, Secretary, Sandal Cove II Association, Inc.
Date Submitted: March 25, 2026