

**FIVE FOUNTAINS CONDOMINIUMS ASSOCIATION INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**June 21, 2023**

**CALL TO ORDER**

The meeting was called to order at 6:11 P.M. Board Members present were Orlando Rodriguez, Karen Jessen, Diana Knopp, Tarah Major and Tamika Hill. The meeting was held in person at the on-site clubhouse. Homeowners were present as reflected on the sign-in sheet.

**OPEN FORUM**

**APPROVED BETWEEN MEETINGS**

Five Fountains HOA Bookkeeping Contract

**APPROVAL OF PRIOR MEETING MINUTES**

The May 17, 2023 meeting minutes were approved as written. Motion passed 4 in favor/0 opposed/0 abstention. Motion from Diana, Karen seconds.

**TREASURER'S REPORT**

The financial statements were reviewed. As of May 31, 2023, the Association had \$58,531.21 in operating, \$127,010.38 in reserve and \$50,000 in a certificate of deposit. After all questions were answered the meeting continued.

**PRESIDENT'S REPORT**

Collins Towing - Collins has not been monitoring the parking, parking stickers are not currently up to date. Board plans on getting the parking sticker system going in the next few months and call Collins to request patrols.

Clubhouse & Pool - Clubhouse is open for rentals and Pool is open

Main Entrance Sign - CM Robinson repaired the south and east faces of the main entrance sign for the approved bid of \$995.

Sprinkler Systems - Sprinklers are broken in many areas. Orlando has a detail of all broken areas and has spoken to our landscaper to start repairing areas one at a time to spread out our cost.

Gas Meters - Most, if not all gas meters repaired so far have all been wiring issues. Board is currently looking for a reasonable technician who can service/rewire disconnected or connected wrong furnaces and water heaters.

Laundry Room Mitigation - Hammersmith - Preliminary update was given on pending Hammersmith invoice for April 2022 mitigation of laundry in building 14.

Memorial Day Building 14 Backup - Leo's plumbing was called on Memorial day 2023 and backup was under control almost immediately, Members were advised not to flush feminine products or wipes down toilets.

Building 11 Roof - Petrali Roofing was contracted to replace the missing vent cap on building 11, seal some shingles and clean the gutters. Cost was \$250

## **UNFINISHED BUSINESS**

Building 1 - Groundworks submitted an updated bid to place helical piers on building 1 for \$71,390. Board will seek financing options and need more time to study the proposal as it was submitted the same day of the board meeting. - Tabled.

## **NEW BUSINESS**

Unit 106 Architectural Review - Not approved

Janitorial Bids - Motion from Diana to hire Stratus Building Solutions, Karen seconds. Motion passes all in favor/0 opposed. Cost is \$675 for 2 services a month

Locking Lids for Cleanouts - Homeowners/members Russ and Mark are tasked with looking into a better solution for this, will report back at July's meeting

Maintenance and Insurance Matrix - Motion to accept the matrix from Tamika, Karen seconds. Motion passes all in favor/0 opposed.

Unit 114 - Motion to accept the bid from CM Robinson to repair unit and bill back to 214 from Tamika, Karen seconds. Motion passes all in favor/0 opposed. Cost is \$1,585

Policy Updates- Records, Signs, Keys. - Motion to adopt the Sign Religious Symbol and flag rules from Karen, Diana seconds. Motion passes all in favor/0 opposed.

Motion to adopt the Record Inspection Policy & Procedures from Diana, Karen seconds. Motion passes all in favor/0 opposed.

Motion from Tamika to keep the current key policy, Tarah seconds. Motion passes all in favor/0 opposed.

Unit 139 water intrusion - Homeowner/member Russ will look at this and report back in the next meeting.

Extra maintenance sewer cleanouts for buildings 14,15 and South Laundry - Russ and Mark will look into this and report back.

Gas Monitoring policy - Motion to update the gas meter monitoring policy from Tarah, Tamika seconds. Motion passes all in favor/0 opposed.

Landscaping Committee - No Volunteers for committee. Members will look into it and decide in future meetings.

Dollar threshold to require Board approval - Motion to require board approval for any bills over \$1,000 except emergencies from Karen, Diana seconds. Motion passes 3 in favor/1 opposed (Tamika). Motion Passed

Potholes - Bid from Golden West for \$6000 reviewed for fixing all damaged areas in FFC. Board decided to table this for the next meeting and/or get more bids.

Repayment plan for Insurance reserve money used - Tabled

Pacific Premier CD - Orlando will discuss with PPM our options with this CD. Tabled

Federal Pacific Panels - Insurance does not want these panels due to fire hazard. Board is currently getting bids to either replace panels or retrofit. Tabled

**EXECUTIVE SESSION**

Hearings  
Collections

**HEARING REQUESTS**

None.

**ADJOURNMENT**

With nothing further to discuss the meeting was adjourned at 8:26 PM.

**FUTURE MEETINGS**

The 2023 Board Meetings are tentatively scheduled for the 3<sup>rd</sup> Wednesday of every month.

**PENDING**

Pet Policy  
Rules & Regulations Update  
Laundry Room Mitigation April 2022

These minutes were approved as written by the Five Fountains Condominiums Association Inc. Board of Directors on:

\_\_\_\_\_.  
Date

Board of Directors

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title