

SAVANNAH LANDINGS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Special Meeting regarding Roofs August 20, 2018 Meeting Minutes

1. Call to Order

The meeting was called to order by President, Donald H. Jones at 7:00 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Board members Diana Portillo, Carol Galloway, Faye Peavyhouse and Susan Martin were also present. It was determined that a quorum was established. Jeana Wynja represented McNeil Management.

2. Business Items

Presentation by Suncoast Roofers Supply: Stuart Tapley, Rick de la Rosa, and Chris Applegarth represented Suncoast Roofers Supply. Stuart presented.

Stuart indicated that many contractors are not certified with the manufacturers to install a roof according to the manufacturer's warranty standards, and thus may cut corners with installation and quality of the roofing components (underlayment, accessories, etc.). Most defects are due to installation and not the quality of the materials. Many roofers will present their own warranty/guarantee, however if roofer goes out of business, so does their warranty/guarantee.

In order to receive the GAF Golden Pledge Warranty, the roof must be installed by a GAF Master Elite Roofing Contractor. The contractor will use GAF shingles and components. Stuart can refer qualified contractors who are financially fit and able to replace roofs for Savannah Landings.

GAF Golden Pledge Limited Warranty is the best in the market and includes manufacturing defect coverage and workmanship coverage, starting at 20 years.

Stuart spoke of shingle colors – Standard and American Harvest. He recommended the standard shingle for Savannah Landings due to the project time period (roof replacement over a 4 year period).

Don inquired about how long the Association should give a contract to bid? Stuart indicated that 2 weeks is a sufficient time period for the contractor to visit the site and compile a bid.

Stuart indicated that since Hurricane Irma in September 2017, there have been 4 price increases, and another one is expected in October 2018. Susan asked for a price per square foot of an average roof vs. a GAF roof. Stuart indicated \$300 per square foot for an average roof and \$375 per square foot for a GAF installed roof.

An owner inquired about the quality of the GAF shingle to hinder algae growth and if roofs can be cleaned. Stuart indicated that shingle quality has improved over the years and perform better to hinder blue algae growth. Roofs can be cleaned, however the right combination of chemicals must be used.

Stuart concluded his presentation at 7:40pm.

Decision regarding 1118 Georgia Trace Avenue: The Board determined that the roof should be tarped and spore growth in the attic should be mediated, based upon assessment from B&D Roofing.

On Motion: Duly made by Diana, second by Carol and carried unanimously.

Resolve: To engage B&D Roofing to tarp the roof as soon as possible and to mediate the spore growth.

3605 Savannah Lake Place: The Board determined that the roof should be tarped, based upon assessment from B&D Roofing.

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On Motion: Duly made by Carol, second by Faye and carried unanimously.

Resolve: To engage B&D Roofing to tarp the roof as soon as possible.

3611 Savannah Lake Place: Owner inquired about the assessment report from B&D Roofing and Manager indicated that there were no leaks found by the contractor.

Create Roof Replacement SOP (Scope of Work):

Don provided the following timeline to the Board:

- SOP prepared for presentation to the Board by September 10th
- Send SOP/RFP to contractors no later than October 1st
- Contractors to return proposals to Association by October 31st
- Board to make a decision on the bids no later than the December meeting
- Roof replacement to begin in January-2019

Suncoast Roofer Supply indicated that they can write a SOP/RFP for Savannah Landings.

On Motion: Duly made by Susan, second by Diana and carried unanimously.

Resolve: To engage Suncoast Roofer Supply to write the SOP/RFP for roof replacement project.

Roof replacement budget was discussed and Manager referred Board to the reserve study to better understand the budget outlined.

Stucco Repair: Manager indicated that stucco deterioration was observed on the second story of Unit ID 5156, which adjoins the roof line of the neighbor. The neighbor was made aware of the stucco condition during a recent roof repair. Unit ID 5156 was mailed a first notice on July 3, 2018 and a final notice on July 31, 2018 to repair the stucco. Owner has not responded to McNeil Management nor has the repair been made.

On Motion: Duly made by Susan, second by Diana and carried unanimously.

Resolve: To send the matter to the attorney to correspond with owner of Unit ID 5156.

Website: Manager presented that DeHart Web Design Services caters to Homeowners Associations and understands the functionality needed.

On Motion: Duly made by Carol, second by Susan and carried unanimously.

Resolve: To engage DeHart Web Design Services to institute a website for the Association.

Owner Comments: Owner inquired about metal roof replacement. Board informed owner that the expense of a metal roof is not something the Association can afford at this time.

Directors Comments: Don mentioned the drainage issue and responsibility levels. Carol inquired regarding a method of changing the documents. Manager to research and provide the information to the Board.

3. Adjournment

On Motion: Duly made by Susan, second by Diana and carried unanimously.

Resolve: To adjourn the meeting at 8:25 p.m.


Prepared by Manager on behalf of Secretary