

**PERDIDO SUN CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANUARY 21, 2021**

**1. CALL TO ORDER/DETERMINATION OF QUORUM:**

On Thursday, January 21, 2021, a Board of Director's Meeting was called to order by Lisa Marr at 4 PM via ZOOM meeting. Present were Eddie Zarahn, Deborah Moffa, Curtis Davis, John Moore and Pat Green. Lisa Marr, Association Manager, was also present. Owners present were Steven Brandon, Seqwana Pryor, Mario Mariani, Becky Gaffney, Larry Pede, John Tindel, Julie Penton, Donna Harris, Nicole Hallmark, Ted Jones, Suzanne Danilson and William Dumas. Also present was Suzanne Probus, Public Adjuster, Key Claims. Lisa Marr acknowledged for the minutes a quorum was present to conduct Association business.

**2. BOD PARLIAMENTARIAN:**

Eddie Zarahn requested a motion for Jay Fraiser, Association Attorney, to be the Parliamentarian for today's BOD meeting.

**MOTION #1:** John Moore made the motion for Jay Fraiser to be the Parliamentarian for today's BOD meeting. Motion was seconded by Pat Green. Motion passed 5-0.

**3. ACTION ITEMS:**

**A. REAFFIRM RIGHT OF FIRST REFUSAL FOR UNIT #312 FOR \$270,000:**

Lisa Marr requested a motion to reaffirm the Right of First Refusal for Unit #312 for \$270,000.

**MOTION #2:** Pat Green made the motion to reaffirm the Right of First Refusal for Unit #312 for \$270,000. Motion was seconded by Deborah Moffa. Motion passed 5-0.

**B. RIGHT OF FIRST REFUSAL FOR UNIT #212 FOR \$250,000 AND UNIT #702 FOR \$250,000:**

Lisa Marr requested a motion for the Right of First Refusal for Unit #212 for \$250,000 and Unit #702 for \$250,000.

**MOTION #3:** Pat Green made the motion for the Right of First Refusal Unit #212 for \$250,000 and Unit #702 for \$250,000. Motion was seconded by John Moore. Motion passed 5-0.

**C. REAFFIRM WINDOW TESTING:**

Lisa Marr stated the Board of Directors previously agreed to hire a Public Adjuster on behalf of Perdido Sun to exam the windows and doors for replacement. She also stated Moisture Intrusion Solutions, Inc., will be on-site to begin testing January 26 – February 5, 2021. They will need access to every unit; however, will only be testing 10 windows and 16 sliders. Eddie Zarahn emphasized the need for the Public Adjuster and indicated this is a chance for the Association to replace the windows at no cost to the owners. He also stated Key Claims is paying \$57,000 up front for this testing and they would receive 10% of the window claim if windows were replaced. Lisa requested a motion to reaffirm window testing.

**MOTION #4:** John Moore made the motion to reaffirm window testing at Perdido Sun beginning January 26 – February 5, 2021. Motion was seconded by Deborah Moffa. Motion passed 5-0.

**D. REAFFIRM CHANGE ORDER FOR ROOF:**

Lisa Marr stated the Board of Directors agreed to a change order regarding the roof and turned it over to John Moore for further explanation. John stated this change order extends a coating fully up the sides of the building around the roof and includes the addition of cement board on the main roof. This extends the warranty from 12 to 20 years, as well as providing a more durable and reliable roof. Lisa requested a motion to affirm the change order regarding the roof.

**MOTION #5:** Pat Green made the motion to move forward with the change order pertaining to the roof and extending the coating fully up the sides of the building. Motion was seconded by Curtis Davis. Motion passed 5-0.

**E. YEARLY MAINTENANCE AGREEMENT ON ROOF:**

Lisa Marr spoke about the two roof maintenance agreements and their costs. Plan A is the standard plan which is 12 years material/1 year labor warranty and includes two visual inspections and costs \$1,500 a year. Plan B is the extended plan which is 20 years material/labor warranty and includes two visual inspections, clean drains, probe seam, pressure wash every five years, clean any rust on metal installed by Veterans Roofing, Inc., fill any pitch pans if needed and costs \$2,750 a year. Lisa requested a motion for affirm Plan B for \$2,750 a year for a maintenance warranty.

**MOTION #6:** John Moore made the motion to purchase the extended maintenance warranty on the roof for \$2,750 per year. Motion was seconded by Deborah Moffa. Motion passed 5-0.

**F. PREMIER ISLAND MANAGEMENT CONTRACT:**

Eddie Zarahn announced Lisa Marr has accepted a position with Premier Island Management located on Perdido Key. Premier has offered Perdido Sun a contract for 2021-2022 for property management and retaining Lisa as our CAM. The Board of Directors are currently reviewing and finalizing this contract with Premier and are requesting this action be tabled until a contract is finalized. Lisa requested a motion to table this action.

**MOTION #7:** John Moore made the motion to table this action until the Board of Directors and Premier Island Management have finalized a contract. Motion was seconded by Deborah Moffa. Motion passed 5-0.

**4. DISCUSSION ITEMS:**

**A. SPECIAL ASSESSMENT:** Eddie Zarahn stated Perdido Sun needs to present Craig Smith from Beach Bank with a letter outlining the amount of the special assessment and when payment is due before they will finalize a loan. The first payment due to the bank would be six months out; however, we would have to make an interest payment or two during that time frame. John Moore stated we do not have an accurate classification of coverage to do a one-time assessment at this time. Lisa Marr stated we do know the deductible, boardwalks, fences, flooring and furniture is not covered and we need to determine a dollar amount and set up a special assessment meeting to move the loan process along as we have contractors on-site in the next month and do not have the funds to pay them. A Special Assessment meeting has been scheduled for February 9, 2021 at 4 PM, after the new Board of Directors are in place.

**B. LOAN:** Eddie Zarahn stated the loan process goes hand-in-hand with the special assessment and we cannot proceed with the loan until we have our special assessment in place and submitted to the bank.

**C. INSURANCE ADVANCE:** Eddie Zarahn stated we have requested an advance of \$500,000 from our insurance carrier; however, correspondence received from our insurance adjuster, John Beach, indicates he did not have a clear answer on an advance. John Beach also stated the insurance carrier hired a construction consultant who checks general contractors, in our case it would be Belfor. They review all charges and ensure they are charging us according to the national price list and not gouging their prices.

Lisa Marr spoke about the indoor pool roof enclosure as the insurance carrier is not wanting to pay for a complete replacement and is requesting an engineer be hired to assess the damage. Lisa called M&W Electric who has previously completed repair work on the retractable roof panels. After their on-site assessment, they stated they could not work on the roof as there is structural damage and instructed Lisa to contact the manufacturer. Lisa located the manufacturer by researching our blueprints and spoke with Structures Unlimited Inc. She sent numerous photographs and it was determined a full replacement was required. Pierre Lebel, District Manager, will be on-site February 3, 2021, at 9 AM, to assess the damage in person. However, he told Lisa this particular roof structure was specifically engineered for Perdido Sun after Hurricane Ivan and each piece was specially designed and fabricated. Once damage has occurred and repairs begin, often times it costs more to make repairs than replace the entire roof structure due to the pieces being specially manufactured.

5. **OWNERS TIME TO BE HEARD:**

Eddie Zarahn spoke again pertaining to the window testing and indicated Moisture Intrusion Solutions would only be testing 10 windows and 16 sliders. Donn Harris (#502) questioned what window testing notice and Public Adjuster for window and door damage from the Hurricane. Eddie explained the Association hired Key Claims as our Public Adjuster to test our windows and sliders due to possible damage from Hurricane Sally as our building has approximately 1.5-2.5 million dollars-worth of damage. This is an opportunity at no cost to the Association for testing or to the owners to replace these windows which are over 16 years old. If this was a part of our claim, carriers pay once damage is determined but it could take up to one to two years. Donna asked if they removed and repaired drywall around windows. Eddie indicated drywall has been replaced inside units where it was removed due to damage. Jay Fraiser, Attorney, indicated windows and doors are large components besides the roof and a specialist is needed on-site to complete proper testing. Insurance carriers look for reasons to not pay these claims and evidence is needed in court to support our claim. This is being done at no risk to the Association. Donna asked if Belfor was submitting this to insurance and they are not paying. Jay stated no, Belfor is not paying and the window and sliders do or do not need to be part of the claim. We do not know if the windows and sliders would be covered under this claim. Belfor's remediation is submitted to our insurance carrier; however, we do not know for sure how much they are paying. Curtis Davis (#710) indicated all the windows on the breezeways are single pane and we need to protect our investments. Eddie Zarahn (#708) indicated this is our only chance to replace the windows because it's not feasible.

Donna Harris (#502) asked why we did not replace the drywall with water resistant drywall. John Moore stated we have replacement value with Belfor. Curtis Davis stated moisture resistant drywall is the same thing as regular drywall. It's made of compressed gypsum core like regular drywall but with an additional coating. Pat Green (#706) asked if it took up to two years to replace the windows and sliders what happens if we get damage from another storm and they incur further damage. Would we have a supplemental claim. Jay indicated yes and stated the Board of Directors has a fiduciary obligation to maximize the claim. Pat asked if this is not risk to the Association can owners deny access. Jay stated the Association can enforce access and hopes we don't have this issue and agrees with Curtis, if we can get new windows and protect our investments, we won't incur additional problems.

Eddie Zarahn (#708) introduced Suzanne Probus, Public Adjuster, Key Claims. Suzanne thanked everyone for inviting her and she welcomed any questions. John Tindel (#312) stated the sliders were replaced after Hurricane Ivan with the quality to withstand Hurricane force winds. Suzanne stated yes, they are Hurricane strength and rated a certain level. The difference is Perdido Sun was hit by a Category 2 over water for 10 hours and due to that fact breeched windows. Larry Pede (#216) asked what testing consisted of with windows and sliders. Suzanne stated the testing is completed by a 3<sup>rd</sup> party expert, Moisture Intrusion Solutions, Inc., out of Daytona, Fl. MIS is a certified testing lab equipped to conduct the necessary testing. She stated they will need access to every unit; however, will only be testing 10 windows and 16 sliders. They will remove the windowsill and replace the sill once the testing is complete. There might be an approximate \$100 in additional repairs required to the windowsill after testing. Donna Harris (#502) asked if the roof replacement was completely covered. John Moore stated until we know what our insurance carrier is going to cover, we won't know exactly. Jay stated there is not a condo on key who knows that information right now.

6. **COMMENTS FROM BOARD MEMBERS:** No

7. **ADJOURNMENT:**

Eddie Zarahn requested a motion to adjourn the meeting at 5 PM.

**MOTION #8:** Pat Green made the motion to adjourn. Motion was seconded by Deborah Moffa. Motion passed 5-0.

**NEXT BOARD OF DIRECTORS MEETING WILL BE HELD ON MONDAY, JANUARY 25, 2021, AT 11:30 AM**

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**Eddie Zarahn**  
**President**

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**Pat Green**  
**Secretary**