

SEA DUNES CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS' MEETING
OCTOBER 20, 2025

A Board of Directors Meeting of the Sea Dunes Condominium Association, Inc., was held on this date in the Amelia Island Management Conference Room, Amelia Island, Florida, in person with Zoom.

BOARD MEMBERS PRESENT

Ceci Christy, President (*via Zoom*)
Jeff Lole, Treasurer (*via Zoom*)
Shannon Whaley, Secretary (*via Zoom*)
Jeff Pine, Director (*via Zoom*)
Ryne Francis (*via Zoom*)

AMELIA ISLAND MANAGEMENT

Nick Lambiase, Jr., AIM Director
Natalia Gonzalez, Administrative Specialist

ON SITE MANAGEMENT

N/A

GUEST OWNERS' PRESENT

On file at Amelia Island Management

DETERMINATION OF QUORUM, CONFIRMATION OF MEETING NOTICE AND CALL TO ORDER

Notice of the meeting was e-mailed, mailed to the Membership on October 14, 2025, and posted on property, which is in accordance with the Documents of the Association. Four (4) Board members were present in person or via Zoom, representing a quorum. Ceci Christy called the meeting to order at 9:00 A.M.

APPROVAL OF MINUTES

N/A

OLD BUSINESS

The board began planning the Westside project last fall after determining, based on the structural reserve study mandated by the Florida Legislature, that the work would be required in 2025. CSI was engaged to prepare a detailed project package for contractors, outlining all specifications and requirements. Four contractors submitted bids in response. One contractor was eliminated early due to an excessively high bid, leaving three finalists: Fields General Contractors, Florida Certified Contractors, and Sunbelt Restoration.

Initial bids from these three were reviewed and shared with owners, followed by discussions and questions. The board then requested revised bids, which were received on Friday and distributed to owners via email.

Throughout the process, the board adhered to Florida's open meeting laws by avoiding discussions involving a quorum (three or more members) outside of noticed meetings. Communication among board members occurred only between two members at a time by phone, while written communications such as emails and texts were used for transparency and recordkeeping.

The board consulted with legal counsel, Josh Martin, regarding the option of fully closing the building during the Westside project. Counsel advised that a full closure would mean no access to the building for any reason throughout the project's duration, requiring contractors to enter and check individual units regularly.

After reviewing this information, the board determined that closing the building would not result in significant cost savings or a shorter project timeline. Therefore, by board consensus (no formal vote required), the decision was made to keep the building open during construction.

There will, however, be temporary closures by floor as work progresses. During these periods—typically lasting one to two weeks per floor—residents on affected floors will need to vacate their units. The association cannot provide reimbursement for lost rentals or relocation costs, as all owners are considered part of a single ownership class.

Owners who wish to assist resident owners with temporary accommodations or financial help may do so privately, but the association itself is not permitted to provide such assistance.

Consideration of final bid

The board reviewed all contractor bids extensively. After consideration, the board decided to proceed with the Fields bid, as it is the least expensive and from a contractor the association has successfully used many times without issues. The Fields bid totals **\$2,697,362.10**, compared to **\$3,394,617.80** from FCC and **\$3,292,134.30** from Sunbelt. The cost savings with Fields are significant, and their proposed project duration is **8 months**, compared to **10 months** for both FCC and Sunbelt. A motion will be made to accept the Fields bid in the stated amount.

Ceci made a motion to select Fields Contracting as the final contractor for the Westside Project and to accept their bid in the base amount of \$2,697,362.10 for completing the work without closing the building; Jeff Pine seconded, all in favor. Motion passes

NEW BUSINESS

Westside Project financing consideration

The Board noted that the special assessment amount of **\$2,697,362.10** represents the **base bid** for performing the Westside project. Further details of the bid will be discussed at the **November 11, 2025**, meeting, and the final assessment amount may increase or decrease depending on any additional items or adjustments. The amount accepted at this meeting reflects the base bid only. The motion approved today is for the Board to consider and vote on the special assessment at the November 11th meeting, the purpose of which will be to fund the Westside project as defined in the scope adopted at the previous meeting.

Ceci made a motion for the Board to consider a special assessment in the amount of \$2,697,362.10, along with a proposed payment plan for owners to pay that assessment. The details of the assessment and payment plan will be provided to the owners in a notice sent prior to the Annual Meeting and subsequent Board Meeting on November 11, 2025, at which time the Board will consider and may vote on the special assessment, Shannon Whaley seconded, all in favor. Motion passes.

OWNER QUESTIONS OR COMMENTS LIMITED TO 3 MINUTES PER OWNER FOR THIS MEETING.

Owners asked questions regarding the timing and calculation of the special assessment. It was noted that the projected start date for the Westside project is early January 2026.

An owner inquired about how the special assessment amounts are calculated for each unit. The Board explained that the calculation is based on the assessment percentages established in 1985 by the original developer, which remain in effect today. These percentages incorporate unit square footage and other factors such as location within the building. The total special assessment amount will be divided among the units according to these established percentages as outlined in the Condominium Declaration and Bylaws.

Next Meeting – The Annual Membership Meeting will be held November 11, 2025, at 9:00 AM at Amelia Island Management and immediately following the adjournment of the Annual Meeting an Organizational and Special Meeting of the Board of Directors will be convened.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:48 A.M.

Respectfully Submitted,
President Ceci Christy
CC/ng