

MINUTES
BOARD OF DIRECTORS MEETING
October 20, 2020

Call to Order: The meeting was called to order by Robert Loomis at 9:00 AM.

Directors Present:

Robert Loomis – President in person
Tom Connell – Treasurer by speaker phone
Wes Gleason – Director in person
Ed Shinouskis – Director in person

Bonnie Schinke – Manager/Secretary was absent.

Approval of the Previous Meeting Minutes:

Motion was made by Wes Gleason to approve the minutes of the September 15, 2020, Board of Directors Meeting. The motion was seconded by Ed Shinouskis. All present were in favor. Motion passed unanimously.

OFFICERS REPORTS:

President's Report:

Bonnie is out today because her mother is very ill. We will allow her the time off she needs. Owners coming back are being asked to wear masks and when in the fitness room to wipe down equipment after use. Ed Shinouskis is running for CDD Board.

Mustafa El-Khashab joined the meeting in person at 9:06

Treasurer's Report- Tom Connell

September 2020:

At September 30, 2020 total Operating cash was approximately \$365,000, an increase of approximately \$16,000 from the prior month. Of the \$365,000 operating cash, approximately \$104,000 was invested through Fifth Third Bank Brokerage in a money market account invested in US Government securities yielding .01%, \$123,000 was in a Fifth Third Bank money market account yielding .03% and \$138,000 was in a Fifth Third checking account.

At September 30, 2020 total Reserve cash was approximately \$726,000, an increase of approximately \$14,000 from the prior month. Of the \$726,000 reserve cash, approximately \$130,000 was in a Fifth Third Bank checking account, \$102,000 was invested through Fifth Third Bank Brokerage in a money market account invested in US Government securities yielding .01%, and the balance was invested in CDs issued by various banks with a market value of \$493,000 compared to a cost basis of \$480,000. One CD was for \$80,000 yielding 1.15% and maturing April 16, 2021, another CD was for \$80,000 yielding 1.3% and maturing April 18, 2022, another CD was for \$120,000 yielding 2.7% and maturing April 17, 2023, another CD was for \$80,000 yielding 1.4% and maturing April 17, 2023, and another CD was for \$120,000 yielding .9% and maturing on May 9, 2022.

Preliminary unaudited financial results through September 30, 2020 indicate a surplus of operating revenues over operating expenses of approximately \$26,000 and \$26,000 favorable to budget. The favorable variance to budget was primarily due to lower insurance expenses of approximately \$20,000, lower payroll expenses of approximately \$6,000, lower electric, water and sewer expenses of approximately \$6,000 offset in part by lower revenues of approximately \$9,000.

Preliminary unaudited financial results through September 30, 2020 indicate a surplus of reserve revenues over reserve expenses of approximately \$23,000 and \$23,000 favorable to budget.

Relative to our insurance claim, we have received reimbursement of approximately \$614,000 to date which is approximately \$9,000 in excess of our expenses.

Regarding our financial results through September 30, 2020 I was unable to reconcile our August year to date results for both operating and reserves to the September year to date results. Operating and reserve results were off approximately \$5,000 and \$2,000, respectively. I will be talking to our accountants on Tuesday October 20 to reconcile the differences.

At September 30, 2020 we had approximately \$391,000 of cash in Fifth Third which is in excess of the FDIC limits of \$250,000. The board is in the process of opening a new money market account at Valley National Bank to reduce our exposure at Fifth Third.

Sedgwick Valuation Services issued their report for the period January 1, 2021 – December 31, 2021 which called for the association to fund \$285,00 in reserves in 2021 based on the Cash Flow Analysis methodology compared to last year's report of \$255,960 and compared to last year's reserve assessment of \$234,243. The costliest item in the study and which drives the reserve requirement in 2021 is for

waterproofing the lawn and pavers above the garage in 2026 for approximately \$1,080,000. Before we finalize the reserve assessment for 2021, we should consider whether any excess operating cash and/or excess reserve revenue in 2020 can be used to partially fund 2021.

Managers Report

1. Guest Suite - No income for September.
2. Unit rentals - Detail below.
3. Sales- None at this time.
4. Fourth Quarter – All but one unit has paid for the 4th quarter.
5. Units for Sale – Available units for sale are 301, 903, 1202, 1702 and 1703.
6. Fire Alarm System – All is well at this time.
7. Fire Sprinkler System All is well at this time.
8. Fire Pump (diesel) – Flexible supply and fuel hoses ordered for replacement at a cost of \$ 2,385.64
9. Diesel Generator – The radiator was replaced.
10. Landscape – The palm trees will be trimmed the last week of October and the Ficus by the monuments will also be trimmed in October.
11. Pool and Spa – In September the 2.5 hp motor for the pool pump was replaced for a cost of \$1024.71. The 3-port valve and threaded pipe and couplings replaced at a cost of \$343.55 and in October the 2 hp motor for the spa is being replaced at a cost of \$842.06. During installation there was an electrical issue that will be addressed by Betterman Electric. The therapy jets are not working at this time.
12. Domestic Water System – Kinetico comes every month and inspects and fills the water softer system all is in good condition.
13. Common Area A/C Maintenance /Repairs– The social room was running hot. Conditioned Air came out in October and repaired. All is working well.
14. Roof – The roof adjacent to the elevator tower was leaking and causing the water to drip into the elevator. Crowther did water tests and removed the metal roofing. This area needs to be replaced with new channels and flashing at a cost of \$ \$3,650.00.
15. Fitness Room – All is well at this time.
16. Elevator- October 15, Elevator one was jumping around so we shut it down and have Otis coming in for repair.
17. Projects - The lobby floor cleaning and polishing has been done and the floors and stairs look great.

The pavers in front were pressure washed and seal coated. Because the pavers are 20 years old and have been exposed to sun and bleach over the years the color has faded. The sealing was to prevent further sun fading, mold and mildew building up and to resist oil stains.

The knee wall on the upper deck will have work done for repairs beginning October 23rd.

Outlets for the garage. The building is not designed to have 42 circuits installed and a new 200-amp panel and feeding power to the garage. The cost is estimated to start at \$58,800.

UNIT #	LEASE PERIOD	NAME
803	4/01/20 - 11/30/20	Bruce Moreno
1502	11/01/17 – 10/31/21	Jimmy & Beta Lammon
303	8/14/20- 8/31/21	Marjorie Koch/ Lawton Koch
302	6/1/20 -5/31/21	Joyce Ann Logan/Justin Jerich

Committee Reports

PLCA Report – Ed Shinouskis reported that the \$40,000 for one campus solution was approved. The gate house renovations are going as planned. October 25th there is a meeting that will cover items such as parking at the marina and beach issues. Ed was appointed for the water quality committee.

Colony Foundation – Bob Loomis reported that there will be a change in security for the Colony gates. PLCA will still maintain Ramco. New security software will be changing for both The Colony and Pelican Landing. The bar scanners will be different for the Colony and Pelican Landing.

Old Business:

- a) Elevator Project – Otis stated that we are still on schedule for a December start date. Otis has been slow in doing repairs we had an elevator down for over 24 hours. Bonnie will contact Otis to get a critical landmark dates for the finish of this project. The board was presented with four interior cab selections to have a starting point on what they would like quoted from Gulfside interiors. Once wood panels and accents, are chosen pricing will be submitted for mirrors and without mirrors. The board will narrow it down to two or three selections for the owners to provide their opinion.

New Business:

- a) Trickle Chargers- Betterman Electric quoted for one outlet for two cars which is 42 circuits. The cost for this with a panel is approximately \$58,800. This is excessive of what is needed there are currently 17 owners who are using trickle charges, 6 are plugged into original outlets and 11 were wired in the past few years though the ceiling lights. Wes will get with Dan in maintenance for more information and other options that may work.
- b) Mask Policy – Concerns about residents in common areas not wearing masks. Currently masks are only mandated in the elevators and suggested in common areas. The board wishes to update the resolution to mandate masks in common areas.

Motion was made by Tom Connell that masks are mandatory when indoors in the common areas, hallways, mailroom, lobbies and elevators. They are not required in exercise room and Social room when social distancing can be maintained. Seconded by Wes Gleason. The motion passed unanimously.

Budget Discussion:

Tom, Wes and Bonnie have been working on the draft budget for 2021. One of the largest increased is for the insurance which our agent is estimating to be \$192,465. This is an increase of over \$26,000. We will budget for \$195,000. Discussion took place on numerous line items and any surplus from 2020 will be rolled into 2021 to offset the budget. Tom, Wes and Bonnie are working on final numbers and will send to the finance committee for their review and comments.

Members Suggestions and Comments:

Ed Shinouskis talked about electric car charging stations. Charge Point is one company that installs for condo associations. There are a number of options to choose from if the situation arises in the future where an owner purchases an electric car and needs a charging station.

Date of the next meeting:

The date of the next meeting of the Board of Directors will be Thursday October 19, 2020 at 9:00 AM.

Adjournment – *Motion was made by Wes Gleason and was seconded by Ed Shinouskis to adjourn the meeting at 10:20 AM. All present were in favor. Motion passed unanimously.*

Respectfully Submitted,
Bonnie I. Schinke, Secretary