

Approved 10/07/19

**MINUTES  
BOARD OF DIRECTORS MEETING  
July 23, 2019**

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

**Directors Present:**

Robert Loomis – President  
Tom Connell – Secretary by phone  
Richard Ragazzo – Treasurer by phone  
Ed Shinouskis - Director

**Also Present:** Bonnie Schinke – General Manager

**Not Present**

Moustafa El-Khashab – Vice President

**Approval of the Previous Meeting Minutes :** Motion: By Ed Shinouskis to approve the minutes of the June 18, 2019 Board of Directors Meeting. Second: By Rich Ragazzo. All present were in favor. Motion passed unanimously.

**Officers' Reports**

**President's Report**

No formal report

**Treasurer's Report**

At June 30, 2019 total Operating cash was approximately \$394,000. Of this amount approximately \$184,000 was in Fifth Third Bank money market account yielding 2.00% and \$210,000 was in Fifth Third checking.

At June 30, 2019 total Reserve cash was approximately \$601,000. Of this amount approximately \$15,000 is held in money market accounts yielding 0.80% while the balance is invested in CDs issued by various banks. The CDs currently have maturity dates between May 29, 2020 and April 17, 2024 and yield between 2.45% and 3.40%.

The financial statements for 2019 continue to trend slightly favorable to budget with no material variances to address.

### **Managers' Report**

1. In June there was 1 guest suite rental for 7 nights.
2. Unit rentals - Detail attached.
3. Sales – 0 units
4. Third Quarter Assessments have been received from owners.
5. Units for Sale – Available unit for sale are 302, 1603, 1703 and 1702 as per MLS.
6. Fire Alarm System –The fire alarm system panel is old and it is difficult to find replacement parts. The system may not pass the next inspection by the fire department resulting in a fine and require us to hire a night watch person. It is recommended to look into replacing the fire alarm system panel and any other peripheral devices and necessary wiring.
7. Fire Sprinkler System – No Issues
8. Fire Pump (diesel) – No issues this month
9. Diesel Generator – No issues this month.
10. Landscape – Crawford Landscape Installing the planters around the palms at the pool and Caladiums at Porte cochere entrance
11. Hallway Carpet – I have requested a quote to clean the hallways and the social room from Fire Service.
12. Pool and Spa – July 9 & 10 coping under the coping at the pool and spa was done by Andy's. New signs were ordered for the gate entrance from Fast Signs total \$101.
13. Domestic Water System – No issues
14. Common Area A/C Maintenance /Repairs– Conditioned Air came in to service the common area AC on July 9<sup>th</sup>. Some issues in the billiard room but they are substantially fixed.
15. Window washing was performed in June the next cleaning is scheduled for the first two weeks of November. I contacted the window cleaning company and obtained the dates for 2020 February 11-12, May 13-14 and November 11-12.
16. Roof – no issues, had the 4 obstruction bulbs replaced on the roof so all 4 are in working condition.
17. Fitness Room – No issues this month
18. Elevator-New set of pads were ordered and delivered at a cost of \$770 plus shipping.
19. Key Security Services completed the reprogramming of the pool entrance and double door entrance keypads, however the code boxes at the outside garage doors were not able to be programmed at this time the system is old

and at least a new receiver is required. I met with Key Powell and he is working on quote.

20. Wind Mitigation- The current wind mitigation performed by Forge Engineering expires in November of this year. The cost to have Forge Engineering perform this service again the cost would be \$650. I contacted New Green Construction and have them performing the 5-year wind mitigation for a cost of \$350.
21. Dryer Vents- The last time the dryer vents were cleaned was 2011. Hired Lint out to perform this service July 5 for the stacks and July 8 for each unit. Also had 14 units sign up to have the hoses replaced.
22. Trash Chutes- last were done in 2017. Scheduled to have Southern Chute come out on August 5<sup>th</sup> to clean the chutes and the fire damper discharge door.
23. Steps -Repaired the rear stairwell grout under all the steps \$1,200.

**List of possible future Projects**

- Rear Knee Wall - option 1 to patch and repair areas that are cracked or damaged for \$1,825. To option 2 remove all delaminated stucco tops on knee walls. Repair and slop to drain properly, also apply waterproof to all new stucco tops for \$8,150.
- Pressure washing the pavers at Porte cochere and seal in the September/October timeframe
- Pressure wash the tile roofs at Porte cochere, pool house and pump room in the September/October timeframe.

UNIT #	LEASE PERIOD	NAME
303	9/1/18-8/31/19	Jeremy Dzen& Corin DeChirico
502	11/1/17-10/31/19	Gregg& Darlene Truxton
1502	11/01/17-10/31/19	Jimmy & Beta Lammen

## **List of Possible Future Projects:**

1. The seal coating of the driveway was put on hold until our next meeting in order to gather further details from the contractors that submitted bids.

## **Committee Reports**

- a. **Appointments and/or** resignations - None
- b. **PLCA Report-** no formal report; however, Joanne Ribble distributed the last **In the Know** report from Steve Backman which contained an excellent summary of the PLCA's last board meeting. This report was also previously distributed to all residents in Pelican Landing and the Colony.
- c. **Social** –nothing to report
- d. **Rules and Regulations** – nothing to report
- e. **Decorating**—nothing to report
- f. **Website Development**—nothing to report
- g. **SAC** —nothing to report
- h. **CRC**—no formal report. Ed did report the Board is meeting August 5<sup>th</sup> and everyone is working towards a Nov 30<sup>th</sup> turnover date. Also the CRC is working with Lennar on bylaw changes in anticipation of the turnover and the CRC is working to use electronic voting for the next election.

## **Unfinished Business:**

Bob Loomis mentioned to the board the letter Bonnie wrote to the attorneys for Navona regarding the agreement Sorrento has with Navona regarding the parking spaces on the second level be covered with trellis or canvas. The attorneys responded back that they are still working with their insurance company regarding their insurance coverage from hurricane Irma and options for replacement and hope to have the issues resolved within the next 30-45 days.

Bonnie received a quote from Key Security to replace the garage gate transmitters. The new transmitters would allow individual transmitters to be tracked, added or removed. After discussing the quote, the board decided to keep working this issue but no decision was taken.

Bonnie received 2 quotes from Northern Contracting to repair the rear knee walls at the center of the rear courtyard (left and right of the stairway to the pool) depending on the extent of the repair. After discussing both quotes, the board decided to look at the knee walls after the meeting. No final decision was made at

the meeting.

**New Business:**

Bonnie received 3 bids for the seal coating of the driveway. After discussing all 3 bids, Rich Ragazzo made a motion to accept the bid from Atlantic Southern using the best sealant. Ed Shinouskis seconded the motion. All present were in favor. The motion passed unanimously.

Bonnie received a quote from Key Security to replace the keypads to the vehicle entrances to the garage. After discussing the quote and requesting additional information on the warranty and hourly labor rate, Bob Loomis made a motion to approve spending up to \$1,600. Rick Ragazzo seconded the motion. All present were in favor. The motion passed unanimously.

**Correspondence to the Board**

A resident suggested to the board that the pads and carpeting in the elevators either need cleaning or replacing.

A resident suggested to the board that the Christmas tree be replaced. Bob Loomis decided to delay the purchase of a new tree until after Christmas to take advantage of after holiday sales and in lieu of more pressing expenditures the board is facing.

**Date of the next meeting:**

The date of the next meeting of the Board of Directors is Tuesday, September 5th at 9:00AM.

**Adjournment** –

MOTION. To adjourn the meeting by Rich Ragazzo at 10:06AM. SECOND: Ed Shinouskis. All present in favor. Motion passed unanimously.

Respectfully Submitted,  
Tom Connell, Secretary