

**BOARD OF DIRECTORS MEETING
PALMA DEL MAR ASSOCIATION #5**

**October 27, 2022
(Amended 10/31/22)**

Attending – Preuett, Keefe, Scoggins, and Fisher (RPM) at the Resource Property Management Conference Room; Adams, Nieto, Schutt, and Sve via Zoom. Approximately 20 owners attended via Zoom. A quorum was established, and Preuett called the meeting to order at 4:03 p.m.. Notice of the meeting was posted in compliance with Florida law. A motion to properly dispose of the amended minutes of the meeting of September 15, 2022, was made by Keefe seconded by Scoggins, and passed 7-0.

Treasurer's Report – Keefe reported that for the first six months of our fiscal year, as of September 30, 2022, income was about \$1,700 more than anticipated and operating expenses were approximately \$2,800 over budget, primarily attributed to repairs and maintenance costs that were about \$8,000 over budget. Overall the association is about \$1,500 over budget at present. Keefe cautioned that major increases in maintenance fees, in addition to the normal 3-4% annual rise in the budget, are anticipated as a result of legislation requiring inspections of condominiums that are 30+ years old, 3+ stories high, and within 3 miles of the coastline. Insurance is expected to rise 40-50%, and new rules regarding the funding of reserves will also have an impact. Keefe noted the association's reserve funding for this fiscal year is on target at \$60,000 but that owners will likely face a special assessment or increased maintenance fees to comply.

Schutt inquired why the association is paying for two Sunpasses for maintenance and janitorial personnel who are employed by Del Mar Management. Preuett said the association has been paying for these for years and that it's irrelevant whether the association pays the costs directly or as part a contract with Del Mar. Schutt said this is still a bad business practice to do it this way.

Landscape Committee Report – Sve said the hot summer has caused excessive growth in the mangroves and the association should consider paying for a third trimming this year before November 30, when a ban on cutting goes into effect until May. She anticipated the cost would be \$3-3,500. She noted that state law prohibits cutting mangroves once they've reached a height of 10 feet.

Security and Safety Committee Report – Preuett reported Securitas is doing a commendable job and most of the issues involve parking.

Unfinished Business – Preuett said painting and replacement of villa doors have been delayed due to procedural issues. Doors must be left open for several hours to allow the paint to dry, and some owners may be reluctant to allow that when units are vacant. Sve said replacing doors is the owners' responsibility while the association is responsible for maintenance and should provide guidance for replacement doors. Schutt said new doors must be hurricane resistant and will require widening the entrance. Terry Hamrick (#208), Christine Dobias (#121), and Bill Blonkowski (#206) have volunteered to assist in getting this project on track.

Preuett said the new door to the pump room has been installed and the association is still waiting for the one to be installed for the elevator room on the roof. Fisher said installation is scheduled for December 20.

Fisher said the drainage problem at the Palma entrance appears to be that the pipe is too small to handle the overflow. Preuett said we will get somebody to look at the problem.

The damaged entrance sign was repaired by Preuett and Mike Clancy (#506), saving the association about \$1,000 over a professional estimate.

Fisher said RPM is still waiting for a proposal from United Fire Protections for a breakdown of individual unit costs to replace damaged sprinkler heads because some owners may be financially responsible for the damage. However, the three failed flow switches have been replaced. Sve suggested that because UFP has been unresponsive and has not yet been paid, the association should wait until April 2023 and contract with a new company to finish the job. Preuett said if the fire department should make a spot inspection in the interim “they are going to red-tag us and probably say we can’t live in the building.” Preuett also said he doubted a new company would want to come in and finish the job without doing its own inspection first. Preuett said he would make one last try to get UFP to finish the job, and if unsuccessful the board should consider seeking a new contractor to reinspect and do the work.

For trimming the mangroves, Scoggins made a motion that the contract be awarded to S&S for \$3,500, seconded by Schutt. Motion passed 7-0.

Sve presented the board with a suggested priority list from Elevated Engineering’s inspection report to satisfy the requests of American Coastal, the association’s insurance carrier, and to be proactive with current and pending legislation. Fisher said the insurance company wants to see a list of projects “sooner than later” and suggested the association begin lining up contractors to do the work because most of them are already booked through mid-summer of 2023. Schutt made a motion to pay Elevated Engineering \$4,900 to create an operations manual and to solicit bids for repairs recommended by its condition survey. Keefe seconded the motion, which passed 7-0.

New Business –An electrical panel for the pool and spa to replace the original is needed and 60HZElectric, which has performed the same work for other Palma associations, is offering to do the job for \$7,600. Some parts need to be acquired before the work can proceed and work should be completed in two days. Keefe made a motion to approve the work with one-half the money up front and the remainder upon completion and was seconded by Sve. Motion passed 7-0.

A second sump pump to assist in drainage around Unit #121 was installed at a cost of \$2,650. Keefe made a motion to approve the cost that was seconded by Scoggins. Motion passed 7-0.

A new door and frame for the elevator machine room was installed by Kenco at a cost of \$1,967. Keefe made a motion to approve the expense that was seconded by Schutt. Motion passed 7-0.

Florida Roof Moisture Survey Consultants made a proposal of \$6,500 to inspect and repair the roofs of the tower and villas and oversee the project. Schutt made a motion to approve the expenditure that was seconded by Keefe. Motion passed 7-0.

Schutt made a motion to approve a contract with CSS/Sciens Building Solutions for a new fire alarm system, monitoring, and inspections at a cost of \$8,927 annually plus fees and taxes. Sve seconded. Motion passed 7-0.

Fisher said association changes to the Reserve Study should be submitted ASAP for budgetary reasons.

Preuett reported that the property suffered a minimal amount of damage from Hurricane Ian last month, including a door blown off one of the dumpster corrals and an enclosure wall around the diesel fuel tank for the emergency generator. Given the severity of the damage elsewhere in the state, Preuett said it may be a while before someone can repair the damage.

Fisher said RPM will look into persistent water leaks in Units #1203 and #1207 of the tower. Preuett said he would look into a possibly severe mold issue in #1203, which is currently unoccupied, that may be impacting #1204. Fisher suggested hiring a remediation contractor to investigate both units. Schutt made a motion to hire a remediation contractor, seconded by Nieto. Motion passed 7-0.

Adams made a motion to adjourn, seconded by Keefe. Meeting adjourned at 5:23 p.m.