**BOARD OF DIRECTORS SPECIAL MEETING**

**PALMA DEL MAR ASSOCIATION #5**

**March 5, 2024**

**Attending –** Adams, Keefe, Miller, Preuett, and Scoggins and Fisher (RPM). Approximately 30 owners in person and 3 via Zoom. A quorum was established, and Preuett called the meeting to order at 2:00 p.m. in the association’s recreation room. Prior notice of the meeting was posted via email and on the premises in compliance with Florida law. Keefe made a motion to accept and properly dispose of the minutes from February 16, 2024, that was seconded by Miller. Motion carried 5-0.

**Treasurer’s Report –** Keefe reported that as of January 31, 2024, operating expenses were about $143,000 over budget, primarily due to property and liability insurance costs.

**Committee Reports**

**Landscaping –** Owner MacIntyre said spring planting of flowers will begin when the weather warms up.

**Bicycles –** Scoggins reported the annual inventory of bicycles was completed on March 4, 2024, and two bikes that remained unregistered after notice as of February 29, 2024, were removed from the racks and are slated for donation to Eckerd College.

**Social Committee –** Owner MacIntyre said the farewell party for residents and snowbirds will be held on March 16, 2024, at 4 p.m. at the pool.

**Unfinished Business**

**Jockey Pump –** Preuett reported that the jockey pump that backs up the sprinkler system in the tower was replaced last month.

**Sprinkler Replacements** – Preuett said side wall sprinklers for several units in the tower are still on back order.

**Remediation –** Fisher reported that environmental tests for air quality were performed by Spanos Environmental in nine units in the tower. However, the results of the inspections have been delayed because the company needed to respond to an emergency situation elsewhere.

**Roof Repairs –** Fisher reported emergency work to temporarily repair tower roof leaks on Stacks 02-03-04 has been completed. If the next rain reveals undiscovered leaks, repairs will resume.

**Mansard Roof Repairs –** Fisher reported work on the steel beams that anchor the Mansard roof in place is scheduled to begin on March 11 provided the leaks have been stopped.

**Roof Replacement –** Fisher reported that the tower roof replacement will begin in mid-April provided the leaks and Mansard roof repairs have been completed.

**New Business**

Preuett proposed a $450,000 special assessment be levied on owners to help reduce an anticipated shortfall of $692,109 in the reserve budget to pay for the roof replacement and building repairs projects. The remaining $242,109 deficit would be covered by increased maintenance fees during the upcoming fiscal year. A significant number of owners in attendance expressed their willingness to increase the assessment to cover the entire shortfall and reduce the new monthly maintenance fees. Preuett informally polled the owners on the issue, and they overwhelmingly indicated their preference for the larger assessment. Fisher explained that the budget for 2024-25 cannot be changed until after the annual meeting two days hence, and afterward a revised reserve study would be required that would likely need two months to create and follow necessary procedures. A board meeting would also be needed to amend the 2024-25 budget. Fisher said if the association chose to go that route, it would probably be July before everything could be properly implemented. In the meantime, owners would be paying significantly increased maintenance fees for the first few months of the fiscal year. Owners who were present still indicated their desire to pay a larger assessment.

Miller made a motion to amend the special assessment to $692,000, the first payment due on May 1, 2024, and the second payment due on July 1, 2024, that was seconded by Keefe. Motion passed 5-0.

Preuett said the association’s contract with Del Mar Management is up for renewal. Keefe made a motion to renew the contract that was second by Adams. Motion carried 5-0.

A motion to adjourn was made by Miller and seconded by Keefe. Motion passed 5-0.

The meeting adjourned at 3:03 p.m.