

REGULAR BOARD MEETING

07/20/2005

Minutes

The meeting was called to order at 9:30 a.m. by Bud Neuhauser. Present were Matt Grogger, Linda Deason, Gail Christensen and Reid Potter. Zep Macherowski was absent. Dell Adams was present via speakerphone.

The minutes were approved for the Regular June Board meeting.

Managers Report:

1. **Staff Changes – Ruel and Pete are no longer with us. I have hired Jerry Ralston as Head of Maintenance and Engineering. He has over 15 years experience in this position and has lived and worked in Ft. Myers for this period of time. He is originally from Abilene, Texas and served 17 years in the military.**
2. **I am in the process of hiring a second maintenance person and restructuring janitorial services so that this property is as clean and well maintained as you expect it to be. I appreciate your patience during reorganization and training.**
3. **Bud Neuhauser and I met with KONE, the elevator service company and discussed the issues of aging systems as well as the issue of enclosing the elevator landings on each floor in each building. They are preparing a report that will be ready in advance of the Budget Meetings that present a one, two and three year solution and costs to achieve the necessary upgrades and renovations to the elevators.**
4. **I met with Superior Power and they are preparing an estimate on the cost of a generator for Building I. I have also met with Generac and will be obtaining a report.**
5. **The Fire Dept. approved the connection of the potable water pumps to the generators in Buildings II, III and IV. I have contacted Semmer Electric, sent him copies of the necessary documents and they scheduling us for the connection.**
6. **The underground parking ceiling pipes and vents are being cleaned and prepped for painting.**
7. **Building III stairwell doors have been prepped and painted. The other Buildings are in the process of being painted.**
8. **The trash chute closures that prevent fire from going inside the trash chute inside the building have been repaired.**
9. **I am in the process of getting the lighting fixed in the Guest Parking area.**
10. **I contacted the County again for repair of the pot hole at the entrance of the Guest Parking area.**

11. Fyr Fyters will be ready to start making the necessary adjustments to the speakers inside the Building III foyers next week and anticipate completing the installation next month.
12. The Building IV roofing project will begin this week. The crane will be here today and I will know which one of the A/C stacks in Building IV will be shut off. I will call the owners and post a notice of this information and the disconnects proceed throughout the roofing project.
13. A walk thru of Building I was done today. The Architect, Andy Conlyn, Ed Tharp, contractor, Bud Neuhauser, Matt Grogger and Debra Vogt were present. Andy Conlyn is preparing a written report of the inspection. In addition, a separate report sheet along with pictures (if they were necessary) will be available to Building I owners by next Monday. The contractor is still completing the additional finish out work in some of the units. This work was not included in the original contract's scope of work. A complete report will be available in the office as soon as the Architect's portion is received.
14. State law requires that elevators are inspected by independent inspectors annually. This inspection is taking place today and representatives from KONE will be present. The annual renewal fees required by the State have been paid.
15. Joe Adams, Becker-Poliakoff, was contacted and the revised documents from the Document Committee were emailed to him. He will begin work on the Documents as soon as he returns from vacation next week.
16. The new signage for the property (to replace the signs lost in Hurricane Charley) have been delivered and will be installed this week.
17. The last five pool lounge chairs were picked up yesterday to be restrapped.
18. New sink vanities have been installed in the pool bathrooms in an effort to update the bathrooms.
19. All windows have been ordered that were damaged during Hurricane Charley that I am aware of as of last week. If there is damage that owners have not made me aware of or that may have told Gary instead of me, I may have some more to order. I expect delivery and installation sometime in October.
20. I have contacted Myers, Berkholtz and they anticipate having the results of the 2004 Audit and the 1/1/05 thru 3/31/05 Audit completed before the next Board meeting. I have been assured that I will have the numbers necessary to prepare for the Aug. 13 & 14 well in advance of that meeting.
21. Third Quarter statements were sent to the owners along with a copy of their history from the former manager's computer system (Sept. '04 the 3/2005).

22. I am in the process of sending past due notice with intent to file lien letters to those owners who have not responded to their statements with past due amounts.
23. We are currently paid in full on all regularly occurring accounts payable.
24. The Hurricane Committee met on the Friday before Hurricane Dennis. The attendees were Ted and Dorothy Charles, Cheryl, Jerry and Dehm, Judy McFadden, Tom Hutchinson, Jerry Ralston and myself.

Those units that are being watched out for by parties other than the owners were reported. The methods of communication during the emergency, evacuation, meeting before and after the hurricane at the office, communication with owners and the method of organization for damage assessment following the hurricane were discussed. The damage caused by Hurricane Dennis was minimal. We replaced four exit lights, there was standing water in hallways and in front of elevators and two owners on the 12th floor in Building IV had damage to their front door screen doors. There was a connection that was not being properly made on the circuit board of the Building II generator. The problem was corrected a new circuit board has been ordered. The old circuit board will be refurbished and returned and we will have a spare in emergencies that will interface with all three generators. The water pump in Building IV went out on that Friday morning. It was replaced. The old one is being rebuilt and it will be a spare kept on sight for future emergencies.

I am in the process of getting information to resurface the deck surface of the slippery pool area.

Betsy Bepedio mentioned to Debra Vogt that residents and the youth of the community might enjoy a basketball hoop installed at the tennis court. She was contacting an owner who offered to donate the hoop if the Board approves of the addition. The Board members agreed to leave the tennis courts as they are.

I have begun contacting roofing consultants, roofing manufacturers and electrical/air conditioning companies with respect to the Building II reproofing project. I will have a report ready for the August meeting.

The Pest Control (every 6 months) has been scheduled for August 1st and 2nd and will begin at 9am in Building I.

Arnold/Sanders Engineers has been working on the Code Violation – Maintenance Building. He discovered that the easement granted to

the marina may have “deleted” five parking spaces that were originally required for this building. The violation stated that we were in violation for 8-10 parking spaces. He is getting in touch with the County to see if the easement eliminated these spaces.

I have received the specifications for the Building IV windows from Arnold/Sanders Engineers.

Kolinsky has completed his report on the feasibility of installing windows on the knee walls of Buildings II, III and IV. Sy Elakman will be conducting x-rays of one of the balconies in each building to complete the report.

I contacted Mr. Knight’s attorney and he has not received “Exhibit A” for the Landscaping Easement.

I was asked for clarification of the amendment regarding term limits that was passed at last year’s annual meeting.

The amendment reads as follows:

“No member shall be eligible for election or appointment to the office of Director for more than two consecutive three (3) year terms. Three years after the conclusion of the Director’s two (2) consecutive terms, a former Director will again be eligible for election or appointment to the office of Director.”

The Board directed Debra Vogt to send a notice in the Fourth Quarter Statements to all owners reminding them to shut off the water in their unit and their ice makers when they are not here.

Consent Agenda:

A motion was made to approve the response prepared by Becker-Playoff to Jim Baldwin. The motion was made by Matt Grogger and seconded by Reid Potter. The motion passed unanimously.

OLD BUSINESS

A motion was made to approve the easements reviewed by Becker-Playoff and to keep the verbiage regarding “prevailing parties” as was recommended by the attorney. The motion was made by Matt Grogger and seconded by Gail Christensen. The motion passed unanimously.

Joe Kosinski, engineer reviewed the plans for Building IV and determined that there is reinforcement in the lanai knee wall that could support sliders if there was a properly engineered installation.

Arnold/Sanders Engineering is working with the Code Violation on the Maintenance Building. The work is not completed yet but he was able to determine that the easement given to the Marina on the side of the Maintenance Building may have deleted five parking spaces from the original Limited Development Order for the Maintenance Building. The Code Violation was for 8 – 10 parking spaces. He is looking into the matter further. He has contacted the Code Violation office and they are satisfied that we are attempting to resolve the problem and there will be no fines assessed.

New Business:

Debra Vogt was asked for clarification of the amendment regarding term limits that was passed at last year's annual meeting.

The amendment reads as follows:

“No member shall be eligible for election or appointment to the office of Director for more than two consecutive three (3) year terms. Three years after the conclusion of the Director's two (2) consecutive terms, a former Director will again be eligible for election or appointment to the office of Director.”

The amendment, as it was adopted, does not make the term limits retroactive.

Matt Grogger called for volunteers for the Document Revision Committee. Dorothy Charles, Gail Christensen and Evelyn Potter are volunteers. A motion was made and seconded to engage the services of Joe Adams, attorney with Becker-Poliakoff to advise the committee on the document revisions within a budget of \$7,500.00.

The motion passed unanimously.

A motion was made by Matt Grogger and seconded by Gail Christensen to discontinue board meeting conference calls for out of town board members. The motion passed with a vote of 5 in favor and on nay vote. In favor were Matt Grogger, Reid Potter, Bud Neuhauser, Linda Deason and Gail Christensen. Opposed was Dell Adams.

A motion was made and seconded to adjourn the meeting at 11:45 a.m. The motion passed unanimously.