

PUNTA RASSA CONDOMINIUM ASSOCIATION

Regular Board Meeting Minutes

October 18, 2006

Open Discussion- Mr. *Dehm*, Building II, ask if the owners would be assessed for the window replacement for their particular building and would the assessment be prior to work performed. Mr. Grogger informed Mr. Dehm that all buildings will be billed separately and the money would have to be collected upfront for the contractors. Mr. Dehm requested window replacement project tabled.

Mr. Adams, Building I, requested that Building I be excluded from the window replacement moratorium so the owners who had not already replaced the windows with impact glass on the front door side of their units could do so. Mr. Grogger advised that this would not be possible.

Mr. DeZeeux- Building III, wanted to know why the pool fence was not finished, no umbrellas, fountain pump broken and not repaired, sprinkler system and paving torn up because of light installation and not repaired.

Mrs. Galles- Building III, wanted to know why there was no umbrellas and she could assist in buying new ones.

Mr. Galles-Building III, informed the board that walkway lights were on all the time in Building III. Mr. Grogger explained that forms were available in each building for maintenance items and pickup daily.

Call To Order-The meeting was called to order at 9:45a.m. by Matt Grogger, President.

Roll Call of Directors-The board members present were Linda Deason, Gail Christensen, Bud Neuhauser, Thom Davis and Matt Grogger. Nina Hutchinson and Joe Adams from Kramer-Triad were also present.

Approval of Minutes- Matt Grogger asked for an approval of the September 20, 2006, board minutes. Thom Davis made a motion to approve the minutes. Gail Christensen seconded. Motion passes unanimously.

Manager's Report- Joe Adams informed the board he would be discussing the proposed 2007 budget and had used the enclosed engineering report provided by Jenkins & Charland and DelNay Engineering. The two firms had conducted limited visual observations of the mechanical, electrical fire protection, roofs, fire doors and exit doors. The report also made recommendations concerning elevator lobbies, pool area, site drainage, storage rooms, mechanical room doors, and trash room chute doors at the four condominium buildings.

The Operating Budget presented to the board disclosed the 2006 approved budget, 2006 actual budget and the 2007 proposed budget. He explained that the **operating budget** only includes monies to run the daily operation of this association and does not include special assessments. Mr. Adams, Ms. Hutchinson and the board members went through the operating budget line by line explaining, answering questions and evaluating for the purpose of a creating a budget for 2007.

Mr. Adams advised a special assessment would be needed for elevator improvements. The board discussed capital expenditures that would be incorporated into the 2007 budget. A generator for Building I would be added as a line item under capital expenditures. Other capital expenditures discussed were building II roof, an elevator cab for building I, pool heater, fire doors, shuffleboard, tree trimming and playground. It was also noted that professional fees and surveys be added under administrative fees. It was recommended by Mr. Adams that we add a landscape planning project of \$3000.00, for an overall landscape design.

The board discussed it would not be possible to have the budget finalized and mailed to the owners before the annual meeting because of time restraints. Ms. Hutchinson advised the board that the Florida Statutes does not require that the owners approve the budget unless the budget exceeds 115% of the 2006 budget excluding reserves and non-recurring capital expenditures. Mr. Grogger said he would check our documents and with the attorney for clarification.

Treasurer Report-Ms. Hutchinson discussed the income statement summary, balance sheet report and the delinquency status report.

Committee Reports-Mr. Grogger advised that we need to speak with Steeve Knight about the parking lot resurfacing. Mrs. Deason reported that the parking lot lights project had been completed. Dr. Christensen requested that the area behind the pool and hot tub needs plants and the palm tree in front of building I was diseased and should be removed immediately.

New Business- The board discussed the revised documents and the required 2/3 approval by the owners and the proposed letter to the unit owners from the attorney. The major change in the documents concerned window replacement, various references to the 2005 Florida Statutes to 2006 and new meeting date. Mr. Grogger reported no feedback from owners concerning the documents. There was a discussion about either a ballot or proxy for owners to approve the budget and how the current documents would dictate the procedure.

Old Business-Mrs. Deason discussed the final cost of the parking lot lights.

Recess-At 12:30p.m., Bud Neuhauser made a motion to recess the board meeting. It was decided to meet at 1:00 p.m. October 19, 2006. Linda Deason seconded. Motion passes unanimously.

The Board was called to order at 1:00p.m., October 19, 2006. The board members present were Linda Deason, Gail Christensen, Matt Grogger and Thom Davis. Joe Adams was also present.

The board members were distributed new operating budget projections including capital expenditures for 2007 that were discussed October 18, 2006.

Mr. Grogger asked Mr. Adams about the reason for the reduction of the 2007 building maintenance expense from the 2006 approved budget. Thom Davis made a motion that the budget amount for building maintenance expenses should be increased 25% from the 2006 approved budget for every building. Mr. Neuhauser seconded. Motion passes unanimously.

Mr. Neuhauser joined the meeting at 1:30p.m.

The board discussed the income from the antenna on Building III. Mr. Davis made a motion that the net income from Building III antenna be placed in a separate Capital Reserve account for that building, beginning January 1, 2007. Dr. Christensen seconded. Motion passes unanimously.

A discussion followed concerning the decrease in the 2007 budget for landscape improvement. A motion was made by Mr. Davis that the 2006 budget amount of \$31,500.00 would stand. Dr. Christensen seconded. Motion passes unanimously.

Thom Davis made a motion for a 2007 budget item of \$3500.00 for tree trimming. Dr. Christensen seconded. Motion passes unanimously.

The board discussed adding pool deck repair under community facilities. It was decided a budget item of \$1500.00 total be added.

The board decided to eliminate elevator canopies under capital expenditures and that we would proceed with glass enclosures. Mr. Grogger pointed out that three engineering firms had made this recommendation. The board decided on \$3383.00 per opening with 34 openings.

Mrs. Deason recommended increasing the shuffleboard budget item to \$20,000.00 because of the additional cost of removing the old shuffleboard.

Mr. Davis made a motion that the capital expenditures not be included in operating budget and be made as a special assessment. Mrs. Deason seconded the motion. Motion passed unanimously.

Dr. Christensen made a motion for preliminary approval of the operating budget as presented. Mr. Davis seconded. Motion passes unanimously.

Adjournment-Dr. Christensen made a motion to adjourn at 3:45p.m. Linda Deason seconded. The motion carried.