

**Punta Rassa Condominium Association
Minutes of Board Meeting Tuesday, June 1, 2010
Administration Building, 15008 Punta Rassa Road**

Present: Gerold Dehm
Chris Erickson
Jim Simantel
John Rosser – via teleconference
Margee Meyer – via teleconference/excused at 10:00 a.m.
Eve Heffernan

Also Present: James Walker, Association Manager
Josh Porter of Consult Engineering, Inc.
Tom Gregory of Connect Freely (via teleconference)
10 Residents

Absent: Charlie Deason

1. Meeting called to order by President Dehm at 9:00 a.m.

2. Establishment of Quorum

3. Approval of Minutes for May 6, 2010 Minutes. Jim Simantel approved, Chris Erickson seconded. Unanimous

4. Manager's Report – set aside till later

5. Report on reserve study and structural analysis. Josh Porter presented his review of the report. His background is in engineering design. Specifically now with condominium Associations. He stated that he made an analysis of what we're currently funding, then assesses. His goal is to design a reserve study that will eliminate special assessments in the future. Two funding plans are proposed:

Full Funding – must take each line item and treat it as a separate account. Each account must be fully funded 100%. Money would just sit there it that particular item of repair wasn't required.

Pooled (Threshold) Funding – take all assets over \$10,000 – throw it in one account and fund it.

Recommendations / Executive Summary

Bldg 1 – currently \$25,000 . Full Funding requires \$68,000 per year
Threshold Funding requires \$36,900 per year

Bldg 2 – currently \$27,400. Full fund requires \$77,000 per year
Threshold Funding requires \$46,600 per year

Bldg 3 - Currently \$39700. Full Funding requires \$90,000 per year
Threshold Funding requires \$39,000

Bldg 4 - Currently \$52,500. Full Funding requires \$110,000 per year.
Threshold Funding requires \$62,400 per year

Master Assoc. is similar although Assets are slightly different:
Currently: 19,300. Full Funding requires \$42,500 per year.
Threshold Funding requires \$29,400 per year.

Current contributions: If P.R. continues to save as it has been & assuming you have assets you have to pay for and replace and restore – every account for Buildings 1-2 is going to be overdrawn by 2022. Buildings 3 & 4 will be overdrawn by 2026, and the Master Assoc by 2018.

Jim Walker gave a statement of law for funding reserves from the Engineering Study. Each area to be funded must be categorized. That money cannot be used for anything else except that category. Last year, Board put before membership the pooling process. We're still in old method because the budget had already been passed and set. He has asked Spires & Assoc to give an account of cash that's not designated thus far. That money could be given directly into the Reserves. The funding of these reserves won't take place till next budget. The Board has to make a decision regarding where the extra money should go.

An Email from Director Charlie Deason was read expressing his concern about railings & screens in master bedrooms. Josh Porter stated that it was a maintenance issue. It is routine maintenance of regular assets / operating budget and would not be put in the reserve budget.

He indicated that there are differences in windows & screens and they are not an association controlled element. There are standards which should be met, but not paid for by association. Jim Walker stated that railings on balconies & lanai's ARE an association expense.

Paint lasts from 5-7 years in Florida weather. The next painting project will be synchronized for each building with restoration at same time.

A resident inquired about a provision in reserve schedule for hurricane damage and whether or not there is a line item in operating budget or reserve to cover that? Mr. Walker answered "no", that must be a capital expense. The State has changed insurance requirements. Our deductible is very large (built into budget next year).

Gerry Dehm asked about factoring in common expenses into reserves. Josh Porter explained that each building contributes according to the number of units in each building. Then Common is divided between all 194 units.

Jim Walker talked about recoating of asphalt. It is terribly broken. Whoever did it before caused water to go into lockers. Contractors will be looking at it and making recommendation. The parking lots will have to be ground down and grades redone.

Ballpark figures range from \$65,000 to \$125,000. This issue will come before the Board at a later date.

Josh – took aerial of property & asked associate to look at drainage. To correct drainage problems it cannot be done with asphalt. We must live with it, maintain it, or consider looking at alternatives such as porous concrete or pavers. It stores the rainfall. A typical installation could store 2-3” of rainfall across property. To replace everything with 8” porous concrete would be approximately \$700,000; Pavers would be over a million.

Regrading, mill and resurface: \$119,000 in eight years. assuming that heavy repairs and resurfacing is done now. Jim – will provide more comprehensive report in near future

A Motion to accept this report by Josh Porter made by Chris Erickson. Seconded by John Rosser. All agreed

6. Connect Freely – Tom Gregory would bring in Comcast business class service; wires invisible would be invisible. 6-7 transmitters will be needed and there would be a meshed network. Radios “talk” to one another. The system has a self-healing network that reroutes if there is trouble in the area. Installation is paid for. 16 megabytes;

Residents cannot access internet unless it’s paid. Each person goes online and signs up individually. There is a booster device available for a one time fee of \$30.00. Cost is \$16.00 per month even if your computer is left on 24 hours a day. This is a great savings to residents and a wonderful convenience to seasonal people.

Chris Erickson asked for pictures of the antennas which Tom Gregory agreed to send. He also indicated that if there were any damages to the equipment, they would take it out and put it back in.

A motion made by to table this decision pending receipt of further information by Chris Erickson. Motion seconded by Jim Simantel. All agreed.

10. Bids on Roof repairs

Crowther’s bid was accepted and will do roof maintenance. The bids were turned over to engineer Bill Camp and he added some important items to be included.

Motion made by Chris to go ahead with Crowther for roof repair and maintenance contract. Seconded by Jim Simantel. All in favor

7. Disposition of the agreement for the \$10,000 from Sprint and ATT and emails from Charlie Deason and Eric Veenstra.

Jim would like Board’s permission to go to higher ups to change the wording of the agreement they have submitted to us. Our attorney, Eric Veenstra has advised that it would be unwise to agree to their proposal.

A motion was made by Chris Erickson to reject Sprint's agreement as outlined in comments by our Association attorney. Motion was seconded by Eve Heffernan.. All agreed

8. Tree Trimming Bids

Timbers – has best equipment. They agreed to trim all new trees without additional cost.

Jim Simantel made a motion to file and receive the letter from Manager for tree trimming bid awarded to Timbers. Motion was seconded by Chris Erickson. All agreed

9. Fencing – must be done by end of May. Fencing has been ordered. Contract authorized with Prolink. Prolink did our original fencing

Jim Simantel made a motion to accept the letter of bid award for fencing. Motion was seconded by Chris Erickson. All agreed.

4. Managers report

1. We have rebuilt that portion of the dock that was undermined by the recent storms. The reason for the undermining is that there were large cement slabs that were part of the old dock and when we had the last couple of storms, the wind forced the water on top of the slabs straight into the ground which caused the undermining. We have broken up the slabs and filled the voids with fresh rock and placed, as the barrier, the excess patio block left over from the pool construction.
2. Building Two water pumps have been installed with new copper manifold and we are awaiting word from our insurance company as to our claim.
3. Very shortly, the rebuilding of the pumps and manifold for Building Three will begin and we will notify the Board and residents when this commences.
4. Both buildings receive their water from one main so if the system has to be shut down, both buildings will be shut down. If only one building needed the water shutdown for repair, both buildings would be shut down. I authorized the plumbers to construct a shut off valve so this need will not happen in the future.
5. We have planted and moved trees which you are all aware of for the purpose of enhancing the curb appeal of the property. We have moved a royal palm out of the monument island and relocated it onsite.
6. We removed a ficus which was covering one of the parking lights in front of the office and relocated the light closer to the driveway.
7. We have hired day laborers to clean up all the leaves and debris on the property. We placed sod behind the pool area to build up the grade to eliminate ponding.
8. We just renewed our insurance with a slight total premium increase of \$784.42. We budgeted a 5% increase of \$2,600, so therefore we have a small savings.

9. Cory Clark, Manager of the Sanibel Harbour Resort has agreed to maintain and cut the grass on the old parking lot.
10. Our defibrillator has arrived and I am presently waiting for the fire department to give us training on the equipment. The defibrillator will be housed in a weather proof cabinet in the pool restroom and the cabinet has an alarm that sounds when it is opened.
11. I am negotiating with several other companies that provide fire alarm monitoring and other services, hopefully to get a better price and services.
12. I have been notified that Units 105 and 601 in Building Four have been placed on the market which means that the deal fell thru, but also I was told that they were still working on the sales.
13. We have installed the 6 street lights around the main parking area in front of buildings 2 & 4 and one in the parking lot in back of building 4 to light up that area coming from the long dock. We might need two more in the large parking area. We have discovered that the original lights that were installed previously were installed with the lamp facing the wrong direction, therefore, not providing the proper light at the parking areas. We are experimenting with a wall mounted light between buildings 2 & 3, so if you get any calls it is not permanent. A side note is that we have discovered that the bulbs were being ordered at \$25 each and should have been bulbs at \$7 each and that is what we are now ordering.
14. We have finished the water line installation for the long dock with the help of Director Jim Simantel and his boat, so from now on we can easily keep the dock clean of bird droppings.
15. The Firestone Company who was the provider of materials for the re-roof of Building 4 has authorized Advanced Roofing and Sheet Metal Company (the contractor) to repair the roof leak and they are now in the process of doing so.
16. We have painted all the wood supports green for the new palm plantings so that they blend in with the landscaping and we are replacing the plants that didn't survive the cold. We have removed the two big ficus trees that were growing under the first floor balcony of Building 3 and are planting shrubbery to match Building 2.
17. The President, Jerry Dehm, asked me to investigate the feasibility of interconnecting the generator from Building Three to service Building One, since that generator does provide the service for lighting the stairways. I had Semmer Electric investigate this and their conclusion is as follows and I quote "we have reached the conclusion it is not a workable idea".
18. We have recently completed the installation carpeting in the Board room office and it really enhances the business atmosphere of the office. The office had been painted a few months ago.
19. I recently wrote a letter to Benson and Associates who is now the manager of Kramer Triad aka Benson KT asking that they reimburse Punta Rassa in the amount of \$8,500 for costs incurred to perform the 2008 audit. This cost was tabulated between the service of

John Stroemer and Spires and Associates. This letter was sent based upon the recommendation of the President of Benson & Associates and we are awaiting the reply.

20. As you are aware, I contacted Lee County and several other agencies regarding the odor along the roadway which resulted in a TV spot which brought our problem into the open. I have been receiving some replies from County officials, but without any palpable feedback yet.
21. I contacted the lowest security bidder about building entry and there is an alternative solution to provide the same service at a fraction of the cost. I will provide further information at a later date.
22. I have contacted several asphalt companies to give me an estimate on the resurfacing of the asphalt driveways and parking lots.
23. I will be recommending a color scheme for the staining of the octagon dock. We have in the past spent hundreds of dollars for each time we have treated the docks with wood preservatives. The color scheme will be similar, if not identical to the cabana colors.
24. Recently removed the failing stucco on the walls of the parking garage under Building 1, replaced and will repaint as soon as the stucco cures.

Respectfully submitted,
Jim Walker

Board Member Eve Heffernan brought up the unsightliness of the real estate house pointing out that it's been a problem for 6 years. Campers & picnics there over weekend.

Manager has contacted the owner of the property and other appropriate officials and will make report at the next meeting.

11. Comments by Audience

A resident stated that he likes new links but questioned why minutes are not posted in a timely fashion. He also questioned the workability of online maintenance requests.

A motion was made by Chris Erickson to adjourn the meeting. The motion was seconded by Jim Simantel. All agreed.

Respectfully submitted
Eve Heffernan, Secretary