

Bel Mare Condominium Association, Inc.  
Board of Directors Meeting Minutes  
October 17, 2018  
FINAL

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Wednesday, October 17, 2018 in the 2nd floor clubroom located at 130 Riviera Dunes Way. Beverly Reason, John Ollsen and Valerie Biebuyck were present in person and Eric Krall and Elizabeth Law by speaker phone constituting a quorum of the Board. Tammy Goldman, LCAM, Onsite Manager represented Condominium Association (CA) and Kristin Smith, LCAM, Onsite Administrative Assistant for Bel Mare Condominium Association.

**Call to Order**

Mrs. Reason called the meeting to order immediately following the Special Members' Meeting.

**Proof of Notice**

Mrs. Goldman certified that proper notice was given.

**Dispense of the Reading and to Dispose of the Unapproved Past Meeting Minutes**

Mr. Ollsen made a *motion* to dispense in the reading and to dispose of the minutes from August 22, 2018 Board of Directors Meeting. Mr. Krall seconded. *The motion carried unanimously.*

**President's Report**

Mrs. Reason read the President's report on behalf of Mr. Krall. Mr. Krall's President's report began with Mr. Krall welcoming back the residents that have be gone during the summer months. Mr. Krall again noted that Bel Mare needs owners to volunteer a few hours of their time throughout the year to participate on Committees as there are several with openings. Mr. Krall also noted that there will be three Board vacancies to fill this fall for a two-year term. Mr. Krall asked that owners please take this seriously and consider participating on a Committee or running for the Board as the duties of each opportunity are incredibly interesting and will provide invaluable knowledge about the owner's homes and community.

Mr. Krall's report continued with him giving an update on the projects that the maintenance team has been diligently working on such as installing a 911 phone, AED, new pumps and chemical feeders all at the Fitness center, new pumps, piping, filters, spa heater and controllers installed at building two and currently the refurbishment of building one's pool & spa.

Mr. Krall extended a thank you to the members of the DeSoto Bridge Ad Hoc Committee and those who spoke against the construction of a fly-over bridge at the recent CMNNA meeting.

Mr. Krall informed the residents that North River Fire Department has been using Bel Mare buildings to train their new cadets and newly transferred firemen. Bel Mare's complex has the tallest buildings in Manatee County and the floor plans are unique. North River Fire Department has asked to use Bel Mare's stairwells to have their firemen practice a real-life experience in rescuing. The firemen will be fully dressed and carrying 50+ pounds of equipment and running up and down the stairwell. An e-blast will be sent out to all resident prior to this training. This opportunity is welcomed and a beneficial opportunity to maintain our excellent relationship with the North River Fire Department.

Mr. Krall concluded his report that 25% of 124 owners have not picked up their bio-one. Using this product in your sink and shower drains is imperative to maintain the drains of each building. Reminding the owners that if the drains are not properly maintained the expense to repair/replace them would be astronomical and could possibly create the need for a special assessment.

### **Treasurer's Report**

Mrs. Reason reported on the key elements of the Financials for August 2018.

- **Revenues** are \$8,854.55 favorable to Budget through August 2018. Reserve Interest, Late Fee and Guest Suite income are the major contributors to this surplus.
- **Expenses** were unfavorable to the budget by (\$3,252.13). Some lines had significant overages including Building & Exterior (\$27,827); Water & Sewer (\$4,307.98); Maintenance & Janitorial Supplies (\$11,702) and Security (\$4,646). Fortunately, the Association had surpluses in other lines, Electricity/Gas \$16,364; Insurance \$15,000 and Payroll \$6,830 to minimize the deficits.
- **2018 YTD Net Balance (Revenue vs Expenditures)** for Operations reflects a favorable amount \$5,602 for the eight months.
- **Collections** as of August 31<sup>st</sup>: The Association had three Owners past due (1-402; 1-901 and 1-1202) on Quarterly Assessments. Notices have been sent and collection procedures are being followed.
- **Balance Sheet**
  - **Total Cash** on hand at the end of August was \$1,439,733. This represents \$159,576 in Operating Cash and \$1,280,157 in Construction Cash.
  - **Reserve Funds** were \$1,162,153 at the end of August. This includes \$250,000 in a 1-year CD (1.6 % APY), \$250,000 in a 2-year CD (2.27% APY), and \$250,000 in a 3-year CD (2.25% APY).

### **Presentations by Mayors Feed the Hungry & the Palmetto Boys & Girls Club**

Mrs. Buchanan gave an update on the 7<sup>th</sup> Annual Bel Mar Food Drive that will take place in November to help the "Mayor's Feed the Hungry" program. Donated food items will be delivered to the Palmetto local food bank and collection will be taken in each building. Anyone wishing to provide a financial donation rather than food may send your check to Anne Buchanan (Bldg, 2 Unit #1202) with the check made payable to: Mayor's Feed the Hungry.

Angie Simms, Director of the Palmetto Boys' & Girls' Club, gave a presentation informing Bel Mare residents that this organization serves approximately 300 students per day, ages 5-18. This organization helped 535 children in 2017 and anticipates an equal or greater again this year for Christmas. Their Annual Christmas party will be held at the Boys' & Girls' on December 13<sup>th</sup> from 5:00 – 7:00 pm and an open invitation was extended to all Bel Mare residents to attend.

Bel Mare will conduct its 7<sup>th</sup> Annual Toy Drive the first Friday of December (during Happy Hour in the Lobby) to help provide toys and other needs for children who might not otherwise receive anything for Christmas. Please donate toys for this most worthy cause or, if you prefer, submit a check to Anne Buchanan made payable to: Palmetto Boys' & Girls' Club.

## Unfinished Business

- **Update on E-Maintenance:** Mr. Ollsen reported that the Maintenance Committee was asked to evaluate the consideration of using e-maint to manage the Associations maintenance. Due to various issues associated with the implementation of e-maint, there has been resistance to its use. The implementation issues have been addressed with the maintenance department; however, the maintenance department has stated several areas of concern. Most of the concerns centers on updating and maintaining the system and that the sophistication of the system is not warranted in the Bel Mare maintenance environment. Mr. Ollsen stated that it is proposed that the Maintenance Committee continue to work with the maintenance department to adopt a more acceptable and user-friendly solution for a maintenance management system. Wayne Boyle, Bel Mare's Maintenance Director, is already working with another off-the-shelf system which will be evaluated.
  
- **Update on from the DeSoto Bridge Ad Hoc Committee:** Mr. Ollsen reported that DeSoto Bridge Ad Hoc Committee is continuing to diligently work to develop a "Community of Opposition" for the Elevated Alternatives adjacent to Riviera Dunes in the CMNAA study. The Riviera Dunes Master Association passed a resolution to oppose any high speed - high capacity alternative that would negatively impact our Community. Letters were also obtained from the NRP and the developer of new luxury apartments under construction in Bradenton. The Committee is working with Lincoln Memorial School, Sanctuary Cove, Manatee Memorial Hospital and other businesses along the proposed route to oppose the elevated US 301 option. Bel Mare collected 160 surveys from Bel Mare owners (62) and an additional 245 surveys from other impacted communities. Individuals will revisit the potential to get input from the NAACP congregation and adjacent mobile home parks as their residents begin to return for the winter season. It was also suggested by Board Member Valerie Biebuyck if funds are available or if other financial arrangements can be made, that it would be productive to look into finding a former FDOT employee who currently works as a consultant in the private sector. This could provide an avenue to advise communities such as Riviera Dunes on the most effective way to oppose FDOT plans, including utilizing the public participation and socio-cultural effects portions of the anticipated PD& E study connected with the DeSoto Bridge.
  
- **Revisit VTE Elevator Consultants Recommendation from Bid Process for Elevator Contract:** Mr. Winsler, Chairman of the Maintenance Committee, provided the Committee's recommendation for a new elevator maintenance contract. Mr. Winsler reported that the committee reviewed the summary bid and evaluation report from consultant, VTE Solutions, extensively discussed the report with VTE Principal Bill Snyder and met with the managers of the leading contender ThyssenKrupp. After a discussion of the Board, Mr. Krall made a *motion* to accept the Maintenance Committee's recommendation and approve a new elevator maintenance contract with ThyssenKrupp's "Alternative Bid" for a total of \$25,560/year, not including after-hour call outs, and to hire a third party to periodically monitor the performance of the selected contractor. Mr. Ollsen seconded. *The motion carried unanimously.*
  
- **Update on Construction Defects:** Mr. Ollsen reported on the status of the Construction Defect subjects. Currently Mr. Ollsen is working on two of the five defect issues; 1.) HVAC and 2.) Post Tension Cables.
  - The Association has engaged KAMM Consulting to produce a design that will provide for a fresh air makeup system for each elevator shaft. In order to ensure that the outcome will produce desired results, before committing to complete design and installation, a design will be created and one single unit will be made that will discharge in one resident

elevator shaft. Once that is completed and the results analyzed a decision will be made for additional elevator shafts.

- A corrosion assessment will be conducted on the two towers by a local Post Tensioning expert to locate post tension cable ends in various locations, and to perform non-destructive testing of the cable ends to determine if corrosion has occurred.
- **Consider Ratifying Construction Defects Resolution:** Mrs. Biebuyck made a *motion* to ratify the Construction Defects Resolution to increase the “Not to Exceed Cost” of \$20K to \$30K. Mr. Krall seconded. *The motion carried unanimously.*
- **Revisit Approval of the Delaminated Sliders & Rollers that have already been documented & Budgeted in 2019:** Mrs. Biebuyck made a *motion* to approve an amount not to exceed \$36,500 to handle the existing work orders documented prior to August 1, 2018. Per the approved 2019 budget this work can commence after January 1, 2019. Any work orders etc. received after August 1, 2018 will need to be addressed at a later date. Mr. Ollsen Seconded. *The motion carried unanimously.*

#### New Business

- **Call for a Motion to Adopt 2019 Budget:** Mrs. Reason made a *motion* to adopt the 2019 Budget. Mrs. Law seconded. *The motion carried unanimously.*
- **Consider Charging the Cost of the Refurbishment of 130 & 140 Pools/Spas to the Amenities Reserves:** Mrs. Biebuyck made a *motion* to approve charging the cost (\$91K) of the refurbishment of 130 & 140 pools/spas to the Amenities Reserves. Mr. Ollsen seconded. *The motion carried unanimously.*
- **Consider Charging the cost of the Refurbishment of the Bldg. 140 Fountain to reserves:** Mrs. Law made a *motion* to “NOT” approve charging the cost of the refurbishment of the building 140 fountain to the reserves. Mr. Ollsen seconded. *The motion carried unanimously.*
- **Consider Approval for the Distribution of the Reserve Earned Interest Proportionately to the Reserve Accounts:** Mrs. Law made a *motion* to approve the distribution of the Reserve Earned Interest to the Reserve accounts. Mrs. Biebuyck seconded. *The motion carried unanimously.*
- **Ratify Cost of Building 140 Spa Heater:** Mrs. Biebuyck made a motion to ratify the cost of the \$2,798.05 for Building 140 spa heater. Mr. Krall seconded. *The motion carried unanimously.*
- **Ratify the Cost of the Pool & Spa Vacuum:** Mr. Krall made a *motion* to ratify the cost of \$2,462.25 for the pool & spa vacuum. Mr. Ollsen seconded. *The motion carried unanimously.*
- **Consider Approval for New Reserve Study:** Mrs. Law made a *motion* to approve Staebler Appraisal & Consulting Services in the amount of \$5,000 to perform a new reserve study. Mr. Krall seconded. *The motion carried unanimously.*

#### Adjournment

With no more business to come before the Board, Mr. Ollsen made the *motion* to adjourn the meeting at 6:45 PM and was seconded by Mr. Krall. *The motion carried unanimously.*

Respectfully Submitted,  
Tammy Goldman, LCAM  
Association Manager  
On Behalf of Bel Mare Condominium Association, Inc.

"REVISED"  
CORPORATE RESOLUTION  
BOARD OF DIRECTORS  
BEL MARE CONDOMINIUM ASSOCIATION, INC.

WHEREAS, the Bel Mare Condominium Association, Inc. (the "Association") is the Association defined in Chapter 718, Florida Statutes, as responsible for operating and maintaining the Bel Mare Condominium ("Condominium"); and

WHEREAS, the Association has discovered various defects in design and/or construction of the Common Elements and the Association property; and

NOW, THEREFORE, BE IT RESOLVED:

1. The above recitals are true and correct.
  
2. The Association is a Florida Not for Profit Corporation, duly organized and in good standing.
  
3. The Board shall carry out and complete the investigation and studies required to structure acceptable solutions to our HVAC issue and Post Tension Cable issue at a cost not to exceed \$30,000. John Ollsen is hereby designated to implement the same, subject to all expenditures in excess of \$3,000 being approved by one other Board Member in writing. Upon completion of this investigation the findings will be submitted to the Board for their approval before implementation.

Respectfully Submitted

Dated: October 17, 2018

By:  \_\_\_\_\_, Secretary