

Bel Mare Condominium Association, Inc.  
Board of Directors Meeting Minutes  
August 22, 2018  
FINAL

A meeting of the Board of Directors of Bel Mare Condominium Association, Inc. was held on Wednesday, August 22, 2018 in the 2nd floor clubroom located at 130 Riviera Dunes Way. Eric Krall, John Ollsen, and Beverly Reason were present in person and Elizabeth Law and Valerie Biebuyck 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**

Mr. Krall called the meeting to order 5:00 PM.

**Proof of Notice**

Mrs. Goldman certified that proper notice was given.

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

Mrs. Reason made a *motion* to dispense in the reading and to dispose of the minutes from June 6, 2018 Board of Directors Meeting. Mr. Ollsen seconded. *The motion carried unanimously.*

**Presidents Report – Introduction of Doug Jenkins from Condominium Associates**

Mr. Krall reported that the Annual meeting and elections are coming up for three (3) new Board members and that there are still several openings on Committees. Mr. Krall made mention that due to lack of participation the Associations Activities Committee is now dissolved. The Association is looking for “Can Do People” who wish to become a Bel Mare Board Member or active participant on Committees. If you would like to gain knowledge to participate on the Board in the future, consider joining one of the Associations Committees.

Mr. Krall continued his report stating that after the Special Membership Meeting held on April 11, 2018, Board members received comments and calls from horrified residents expressing their disgust over the outrageous disrespect and lack of civility toward the Association’s Attorney Anne Hathorn, to the Board and to “Each Other”. The Board was appalled and extremely embarrassed to witness such premeditated worst intentions and unrestrained behavior coming from several neighbors and friends in the community.

During the June Board meeting, the board experienced an unbridled few that insisted on dominating the floor significantly beyond a respectable 2-3 minute time period in order to air their personal grievances, verbally challenge other owners and thus disrupt the Board’s agenda business at hand.

As a result, it has been decided to adopt new protocol for Board and Committee meetings for the benefit and respect of all owners at Bel Mare. It is the Boards’ intention to establish professional etiquette to allow reasonable time limits and protocol for owner comments on agenda items and efficiently execute the Board Business at hand with dignity and respect. Mr. Krall then introduced Doug Jenkins, Executive Vice-President from Condominium Associates to explain this standard Board protocol.

Mr. Jenkins explained that the Association's Attorney, Anne Hathorn, the Board of Directors and himself have considered several drafts and have established what they believe to be the best protocol for all meetings. Mr. Jenkins went on to read the protocol and to answer questions.

### **Approval of Decorum for All Meetings**

After much discussion, Mrs. Law made a *motion* to approve the Resolution on the New Board Decorum with the language change from "Rules to Policy", and to change the word "enforcement to expectations". Mrs. Reason Seconded. *The motion carried. Mr. Ollsen opposed.*

### **Treasurer's Report**

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

- **Revenues** are \$7,330 favorable to Budget through June 2018. Reserve Interest, Late Fee and Guest Suite income are the major contributors to this surplus.
- **Expenses** were unfavorable to the budget by (\$3,534). Some lines had significant overages including Building & Exterior (\$21,915); Water & Sewer (\$2,778); Maintenance & Janitorial Supplies (\$11,993) and Security (\$4,706). Fortunately, the Association had surpluses in other lines, Electricity/Gas \$6,758; Insurance \$12,056 and Payroll \$7,878 to minimize the deficits.
- **2018 YTD Net Balance (Revenue vs Expenditures)** for Operations reflects a favorable amount \$3,796 for the seven months.
- **Collections** as of June 30<sup>th</sup>: the Association had no Owners overdue on Quarterly Assessments.
- **Balance Sheet**
  - **Total Cash** on hand at the end of July was \$1,526,632. This represents \$241,494 in Operating Cash and \$1,285,139 in Construction Cash.
  - **Reserve Funds** were \$1,186,454 at the end of July. 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).

### **Unfinished Business**

- **Update on E-Maintenance:** Mrs. Goldman reported that the implementation of data to the system is a large task and that it has been recommended that the Board, Maintenance Committee, and Maintenance Department re-visit the E-Maintenance Program. After discussion, it was decided that the Maintenance Committee will review, evaluate and advise how updates and data to the system will be accomplished.
- **Update on Construction Defects:** Mr. Ollsen began his report stating that the construction financial closeout protocol includes the following construction defects: Louver repairs, Lanai waterproofing issues, Tennis Court reconstruction, HVAC issue and Post Tension Cable issue. Mr. Ollsen reported that the Louver repairs are completed and that 11 out of 24 balconies have been completed.

Mr. Ollsen continued his report addressing the HVAC issue and described the HVAC system as a faulty building HVAC design which does not provide for conditioned outside make-up air. Therefore, the buildings are under either a neutral or negative pressure. This condition will affect humidity levels as well as allow the transfer of fumes from one unit to another. Building codes require a positive air pressure. There are very few practical options that the Association can

consider to correct this problem. After considering a dedicated ducted system to supply outside air to each floor or dehumidifiers in each owners' closet, the only practical solution that may reduce the level of negative pressure and possibly produce a positive building pressure in most building areas is a dedicated fresh air makeup unit directed down each elevator shaft.

In closing, Mr. Ollsen reported on the Post Tension Cable issue, which is described as an unknown percentage of Grease Caps that were not installed on the ends of the post tension cables. Grease Caps are recommended by the Post Tension Institute in Corrosive Environments and therefore should have been included in the construction of Bel Mare. Drawings reflect the following language: "Post Tension Cables shall have a corrosion protection system which is in accordance with the recommendation of the pre-stressed concrete institute for cables used in a corrosive environment." Where grease caps are not installed and the ends are exposed to moisture and/or a corrosive environment, they can corrode and cable failure can occur over time. Significant corrosion of a large number of cables would prompt another evaluation. In order to baseline this issue, the first objective is to assess if cable ends have been affected by corrosion and if so to what extent.

- **Update from the DeSoto Bridge Ad Hoc Committee:** Mr. Sperry reported the DeSoto Bridge Ad Hoc Committee has been working diligently 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 Alternatives that negatively impact the Community.

Riviera Dunes made opposition presentations at the June 18, 2018 Sarasota/Manatee Metropolitan Planning Organization meeting that included representation for all Riviera Dunes Communities, NCAA President, Rodney Jones and Manatee County Commissioner, Charles Smith. Several MPO Board Members saw our point of view, but they voted unanimously to have FDOT add all CMNAA Alternatives to the replacement Bridge initiative for the PD&E Study phase, as well as, requested FDOT to move the combined project to an earlier fiscal year in the five-year plan. These requests are not expected to be reflected until the FY 2019/2020 five-year plan.

FDOT will be making their Final CMNAA Presentation to the MPO on September 24, 2018. Opposition presentations are being solicited from all impacted communities. Attendance at this meeting to show the strength of the Community of Opposition is essential. All Owners and Residents need to participate.

- **Re-ratify the Cost to Retrofit the Fitness Center & Lap Pool Locks Back to FOB System:** Mrs. Biebuyck made a *motion* to approve the additional amount of \$1,960.00 for a change order. Mrs. Law Seconded. *The motion carried unanimously.*

#### New Business

- **Ratification & Confirmation of Debt Service Account Transfer:** Mrs. Law made a *motion* to ratify the transfer of \$111,333 from the Associations' Debt Service Account 10-1174-00-00 into the Popular Bank – Checking Account 10-1010-00-00 to alleviate the current and future cash flow issues. Mrs. Reason seconded. *The motion carried. Mrs. Biebuyck opposed.*
- **Ratify the Ending of Rotating Board Positions:** Mrs. Reason made a *motion* to ratify the ending of the rotating Board positions. Mrs. Law seconded. *The motion carried. Mrs. Biebuyck opposed.*
- **Approve Board Positions for the remaining 2018 Term:** Mrs. Reason made a *motion* to approve the following Board Position for the remaining 2018 Term: Eric Krall as Board

President, Elizabeth Law as Vice President, John Ollsen as Secretary, Beverly Reason as Treasurer and Valerie Biebuyck as the Member at Large. Mr. Ollsen seconded. *The motion carried. Mrs. Biebuyck opposed.*

- **Ratify Waterproofing Contractors Cost for Window Leaks – Bldg. 130 PH1503:** Mrs. Biebuyck made a *motion* to ratify the cost from Waterproofing Contractors in the amount of \$8,616.70 to repair the window leaks in building 130 PH1503. Mr. Ollsen seconded. *The motion carried unanimously.*
- **Ratify Cost of Building 140 Replacement of Fountain Motor:** Mrs. Reason made a motion to ratify the cost from 4D Service Group in the amount of \$2,445.76 for building two's fountain pump motor in order to restore the operation of the Fountain. Mr. Ollsen seconded. *The motion carried unanimously.*
- **Consider Approval of Proposals for Fitness Center Access & Fitness Center Pool Access Gates:** Mrs. Biebuyck made a *motion* to approve the quote from Paradise Metal in the amount of \$6,700.00 for the Fitness Center Access & Fitness Center Pool Access Gates. Mr. Ollsen seconded. *The motion carried unanimously.*
- **Consider Occupancy Sensor Control System for Fitness Center:** Mrs. Reason made a *motion* to approve the quote from Aqua Plumbing & Air in the amount of \$1,375.00 to install an occupancy sensor control system. Mrs. Law seconded. *The motion carried unanimously.*
- **Consider Purchasing an AED Device for the Fitness Center:** Mrs. Biebuyck made a *motion* to approve the purchase of an AED Device in the amount of \$1,351.00 for the Fitness Center. Mr. Ollsen seconded. *The motion carried unanimously.*
- **Discuss and Consider Replacement of Building 130 Lobby Doors' Electronic Locking System:** Mrs. Reason made a *motion* to approve the replacement of building 130's electronic locking system for the Lobby doors in an amount not to exceed \$2,200.00. Mr. Ollsen Seconded. *The motion carried unanimously.*
- **Discuss and Consider Repairs to Amenity Level Doors:** Mrs. Biebuyck made a *motion* to approve the quote from Central Systems in the amount of \$2,278.48 to repair the Amenity level doors & building 130's Grand Lobby doors. Mr. Ollsen Seconded. *The motion carried unanimously.*
- **Discuss and Consider Replacement of Delaminated Sliders and Rollers:** This Agenda Item has been tabled.
- **Discuss and Consider Camera and Surveillance System:** Mrs. Law made a *motion* to approve the quote from Central Systems in the amount of \$3,025.00 to change the existing Video Surveillance System over to an open access System. Mr. Ollsen Seconded. *The motion carried unanimously.*
- **Consider Proposals for HVAC Maintenance Agreement:** After much discussion, the Board is in agreement to no longer have an HVAC Maintenance Agreement and that the Associations' HVAC will be handled by the Bel Mare Maintenance staff.
- **Consider Approval of Piper Fire Protection Contract:** Mrs. Biebuyck made a *motion* to approve the Piper Fire Protection Contract which includes the proper Fire Alarm Inspection per code. Mrs. Law Seconded. *The motion carried unanimously.*
- **Consider Contract Increase for G4S Security:** Mrs. Reason made a *motion* to approve the 5% increase to G4S Security. Mrs. Biebuyck Seconded. *The motion carried unanimously.*
- **Consider Approval of Landscaping Committee Recommendation for New Landscaping Contract:** Mrs. Law made a *motion* to approve the Landscaping Committee's recommendation to award the Landscaping Contract to White Diamond Landscaping, and to also approve a one-time, clean-up fee not to exceed \$3,000.00 to bring the property up to Bel Mare standards before White Diamond begins their monthly contract. Mrs. Biebuyck seconded. *The motion carried unanimously.*

- **Discuss and Consider the Lighting of the Palm Trees:** Mr. Krall made a *motion* to approve the Landscaping Committee’s recommendation to accept the quote from White Diamond to install up-lighting on four (4) date palm trees, two in the front of each building 130 & 140. Mrs. Reason Seconded. *The motion carried unanimously.*
- **Consider VTE Elevator Consultants Recommendation from Bid Process for Elevator Contract:** This Agenda Item has been tabled.
- **Discuss and Consider Replacement of Pool Marcite (Building 130), Replacement of Inadequate Pumps for Filtration and Chemical Feeders (Building 130 & 140):** Mrs. Biebuyck made a *motion* to approve the Maintenance Director’s recommendation in an amount not to exceed \$91,000.00 for the Marcite replacement of building 130’s pool, pumps and equipment for both buildings and chemical feeder equipment and controllers for all pools and spa. Mr. Ollsen Seconded. *The motion carried unanimously.*
- **Consider Approval of Proposals for Renewal of 2018/2019 Flood Policy:** Mrs. Reason made a *motion* to approve renewing the Associations’ Flood Insurance with AmCap (through Comegys) with the option “B” additional Fitness Center Coverage. Mr. Ollsen Seconded. *The motion carried unanimously.*
- **Consider Donation of Poker Chips:** Mr. Krall made a *motion* to approve the Donation of Poker Chips. Mr. Ollsen Seconded. *The motion carried unanimously.*

**Adjournment**

With no more business to come before the board Mrs. Reason made the *motion* to adjourn the meeting at 8:00 PM and was seconded by Mrs. Law. *The motion carried unanimously.*

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