



BOD Meeting Minutes

Date: December 16, 2021
Time: 4:00 PM Central Time
Location: Aquavista Owners Clubhouse
17155 Front Beach Road PCB, FL 32413

Calling of Roll: Lou Christian called the meeting to order at 4:00 PM. Quorum was established with three board members present in person: Lou Christian, John Boone, Bill Hardacre. Stephen Nesman and Thomas Hildebrandt were present by phone.

Others Present: Carol Scicchitano of Virtuous Management Group was present in person. Owners present in person and by phone.

Proof of Notice of Meeting: Carol Scicchitano, CAM attested that notice had been posted in accordance with the bylaws and statutes.

Reading and Disposition of Previous Minutes: John Boone made the motion to accept the previous minutes from the 10/21/21, 10/28/21 and 11/18/21 budget approval and regular board meetings. Bill Hardacre seconded the motion. The motion passed unanimously.

Report of officers: No reports presented.

Management Report: Management provided an overview of site maintenance and operations, indicating the monthly report will be posted on the website and sent to owners for review. Carol highlighted a few items: There was a power outage. The fire department responded to an alarm following the power outage. Someone got stuck in the elevator. The East Bagby Elevator is now down until further notice. The elevator audit was completed. The full elevator report is expect on Monday and there will be a meeting to make a plan after that report arrives.

Review and Approve Financials: Treasurer, Thomas Hildebrandt presented Financials dated November 30, 2021 for review and approval. Thomas provided an overview of the statement and pointed out that we are approximately \$109,000 over budget. We have \$119,000 in operating cash. There is \$93,000 in outstanding checks sent out. John Boone made the motion to accept the November financial statements. Bill Hardacre seconded the motion. The motion passed unanimously.

Presentation by Victor Bowman, Pendleton & Bowman on Proposal for Hurricane Michael Repairs & Building Restoration: Victor Bowman provided an overview of the Survey completed of the Property. Victor discussed the concrete work that needs repaired, as well as the doors and

windows that are “beyond their service life”, the exterior facade/stucco and repairing the cracks, waterproofing, and sealing. He discussed the process involved in getting those issues repaired, bids, recommendations of who would do the work, removal of old doors/windows and putting in the new ones. He suggested construction during high season rentals could save money. He mentioned railings, electrical work, and the concrete repair in the garage due to the cracks. Victor mentioned that the railings have rust stains which may be a reaction of the aluminum rusting and the rebar is starting to rust and concrete is spalling. He recommended using the same waterproof coating that is on the balcony on the walkways and stairs. Impact glass could save 15-20% off insurance if all the doors and windows are replaced. Doors and windows could be about 6 months from ordering to receipt. The rails need to be taken out of the expansion pockets because it is causing issues with the concrete. He recommends that new rails will be cheaper and have a much longer lasting coating of 10 to 15 years. He discussed the payment process for reimbursing our contractors. Several board members and owners asked questions and discussed details of the process.

Discussion & Possible Action on Contracting with Pendleton & Bowman for Professional Services including Hurricane Michael & Other Recommended Repairs & Improvements: Lou reviewed what Victor Bowman presented as a proposal for services: \$125,000 flat fee for doing the required work (with an increase in fees if windows and doors are included, that fee goes up to \$225,000). He will put the project manual together, with prices, a column with costs for windows and doors, a price if the owners want to do windows and doors on their own individually. Lou asked for a third option for doing away with one living room slider and replace with a full panel window, which would mitigate water intrusion and would be cheaper. Material change would require an owner vote. It would be a \$5,000 retainer, then another \$25,000 or \$10,000 depending on which option, \$15,000 or \$10,000 depending on the project and then it is prorated. It appears to be at least a 10-month project. P&B prequalifies all contractors, his fee includes the engineers, project management, being on property daily during the construction project, assisting with material change votes, if required, and addressing the owners and board regularly with updates. To replace the windows/doors, we need an engineer and architect to sign off on it and this proposal includes both at a fixed cost. Bill Hardacre noted that P&B is our General Contractor and our QA person and he feels that is more than a fair price. Thomas Hildebrandt mentioned a fixed price is better. Our documents require us to have an architect, and, in his experience, he carries the vision and the technical specs, as well. Stephen Nesman made the motion to accept the proposal of 29 November 2021 for \$125,000 flat fee (or \$225,000 with door/window replacement) and begin the contract preparation. Bill Hardacre seconded the motion. The motion passed unanimously. The contract will be sent to the attorney for review and approval.

Discussion & Possible Action on Elevator Audit and Repairs: An inspection was done by Tim Murphy of Lerch Bates, and a report was created of priority repairs and general maintenance requirements for both Aquavista responsibility and Cavinder Elevator Repair. This report has been shared with Cavinder and Victor Bowman for his review. Cavinder provided a quote of \$19,306 for installation of a complete power unit with tank for the east hydraulic elevator. A full report is expected on Monday. Lou shared that we need to move forward on the decision to get the Kone Elevators up and running and parts ordered to get the Bagby up and running, look at all the

proposals and decide. The Kone will take 4 to 5 days of downtime for the needed repairs. We need at least one elevator on each tower in good shape before we shut down another elevator for modernization. The additional elevator issues will be tabled until the report is available. John Boone made the motion to approve the proposal by Cavinder for the cost of \$19,306 for the repairs of the East Bagby. Bill Hardacre seconded the motion. The motion passed unanimously.

Discussion, Ratification & Possible Action on Fire System Repairs: There are two invoices from B&C for heat detector and relay repairs that were performed and require approval and ratification. Invoice amounts are \$2,163.54 and \$1,237.19. An additional proposal of \$2,000.00 was presented for troubleshooting the horn strobe and alarm issues which was estimated to take 16 hours and included no parts. Discussion followed regarding concerns with costs and reliability of B&C. John Boone made the motion to approve all three proposals from B&C. Bill Hardacre seconded the motion. The motion passed unanimously.

Discussion, Ratification & Possible Action on Pool/Spa Repairs: Southern Pool and renovation were paid \$20,000 on the pool, \$5,000 on the spa, and \$2,500 for the surfacing of the hot tub. Thomas spoke about having confidence with Kyle of Southern Pools and credibility in the issues he uncovered. Implementing the pump replacement for chemical dosing, Kyle was able to troubleshoot and saved us the replacement of a piece of equipment which only had a blown fuse. He also found issues with the blower and heater. He seems to be more professional and experienced in diagnosing issues rather than just replacing items completely. He found several leaks including one behind the spa light, it was necessary to install four pumps and two sensors for the pool and spa and install a new blower for the spa. Bill Hardacre made the motion to ratify approval of the installation of pumps and sensors at a cost of \$2,536.56. John Boon seconded the motion. The motion passed unanimously. John Boone made the motion to ratify approval of the blower installation of \$560.99. Bill Hardacre seconded the motion. The motion passed unanimously.

Presentation by Gambrell & Sturges on Insurance Renewal & Proposal for all lines of Association Insurance: Greg Tober, of Gambrell, Sturges & Tober, described the FEMA Flood insurance Risk Rating which is changing. He discussed the cap increase of 18% if it goes up. He stated the Florida Condo is difficult right now and difficult to get coverage for this year. Insurance renewal costs this year include an increase for the Umbrella Policy of 4% increase to \$2,604, General Liability 8%, increase to \$11,224.00 Property 40% increase to \$177,000 anticipated and he won't have the actual number for that for a few days. Greg needed confirmation that AV has traditional stucco for the underwriting.

Discussion & Possible Action on Association Insurance: Tabled pending final quote. A board meeting will be scheduled for consideration once the quote is received prior to the end of the year.

Discussion & Possible Action on AR Policy – Updated per FL Statute Changes/Compliance: Tabled pending details from counsel.

Discussion & Possible Action - Signage Needs: Pool regulations have changed. Additional signs under review.

Other Updates: We were advised that Xfinity has raised prices by \$2.50 per month per unit.
NO

No direct effect on owners personal accounts but on Association billing and budget.

Next meeting is scheduled for Tuesday 12/28 @ 9 am. Agenda Items to include discussion of insurance, Finance of insurance, the elevator audit review, putting a plan in place for elevator repairs/modernization. Change in maintenance requests: AV Web site maintenance link is now forwarded to Virtuous Mgt website to unify the process and follow up. Bill Hardacre will be working with Maintenance Staff to monitor Requests by Owners and provide an understanding of what is happening on property.

Owner Discussion: Owners were allowed the opportunity to speak, ask questions, and share comments with the Board both during each agenda item and again during this allotted time.

Adjournment: Bill Hardacre moved to adjourn the meeting at 6:43 pm. Motion was seconded by Stephen Nesman. Motion passed unanimously.

Submitted By: Stephen Nesman

Approved: 1/20/22 Meeting