

**PELICAN LANDING CONDOMINIUM ASSOCIATION
of CHARLOTTE COUNTY, INC.**

(A not-for-profit corporation)

BOARD OF DIRECTORS MEETING

Thursday, July 16, 2020

**Due to Covid-19, Meeting Held by Conference Call
With Member Dial-In Access**

CALL TO ORDER: Richard Decker called the meeting to order at 9:06 am.

NOTICE: Proof of Notice was affirmed by Sunstate Management exceeding notice requirement of 48 hours.

QUORUM: A quorum was established with Richard Decker, President, Frank Saracino, Vice President, Dave Henderson, Treasurer, David Frustaci, Assistant Treasurer, Paul Chase, Director and Eric Michalak, Director all on the teleconference or conference call. Bill Kissner, Secretary was absent. Also present, Ed Olson from Sunstate Management was on the teleconference.

APPROVAL OF THE PREVIOUS MINUTES: MOTION made by Frank Saracino and seconded by David Frustaci to approve the minutes of the June 18th, 2020 Board Meeting. Motion passed unanimously.

TREASURER'S REPORT: Since the last Treasurer's Report of June 18, 2020, the following actions by the Treasurer of major financial importance are as follows:

- Continued follow-up on the Elevator Maintenance Contract and Elevator Modernization Contract implementation, including payment for the first year of the new maintenance contract (effective June 1) and payment of the required initial payment of 33% (less 5% hold-back) for the elevator modernization project for Buildings A, B, C and D.
- Finalized plans for David Frustaci, our Assistant Treasurer, to assume Treasurer responsibilities effective July 17, 2020 to permit a smooth transition toward the end of the current Treasurer term at the upcoming November Annual Meeting. To formalize this arrangement, I am seeking Board of Director's approval of this arrangement through passage of the following motion:

MOTION: Motion made by Dave Henderson and seconded by Eric Michalak that the Board of Directors approve that effective July 17, 2020, David Frustaci, Assistant Treasurer, shall assume the Treasurer's responsibilities as a transitional step leading up to the upcoming November 2020 Annual Meeting. Motion passed unanimously.

- The Florida Condominium Act requires that an independent insurance appraisal or update of a prior appraisal be done at least once every 36 months. The last appraisal was done by Staebler Appraisal and Consulting on March 19, 2018. In order to assist in developing the 2021 Operations Budget (to be done in the Fall of 2020), the Board of Directors has discussed asking for an update to the March 19, 2018 appraisal during the month of August of this year rather than waiting until March 2021. Doing the update in August or March will have the same impact on 2021 insurance rates, as our policy renewals do not begin until April 29, 2021, so there is no negative impact from doing the appraisal update soon. The positive is that doing the update early might assist our insurance agent in providing us with a more accurate estimate of anticipated 2021 insurance rates for budgeting purposes. Accordingly, I am asking for Board approval of the following motion:

MOTION: Motion made by Dave Henderson and seconded by David Frustaci that the Board of Directors authorize David Frustaci to request that Staebler Appraisal and Consulting provide us with an update

during August 2020 to the appraisal they previously provided us on March 19, 2018. Motion passed unanimously.

On July 15, 2020, an email was sent to Perry Lawrence with Innovative Marine Structures (IMS) concerning the Board of Directors' dissatisfaction with the work done on the beach ramp and stairway projects focusing on the failure to imbed all 4 X 4 upright supports 6 feet into the underlying sand, which resulted in our loss of the stairs and the need to do a \$6,340 repair and reinforcement project on the ramp. Specifically, IMS was asked if they were prepared to pay us for these losses. A comprehensive package showing the permit requirements and a photograph showing the length of the 4 X 4's on the stairs overhanging the beach was attached to the email.

Social Committee: No report.

Landscape Committee: The spiral palms have been removed behind C building. New pavers on the south side of the tennis court – sprinklers were not capped off well. PaverMac is going to come look, and it would be better to run the water in front of the pavers instead of underneath. 16 hours of labor will be required to move sprinkler heads. An estimate for booting the palms and the border cut backs in November will be obtained soon for budgeting purposes, with a goal of see if we can get this work done at the same cost as we experienced last year. Several lawn areas may have cinch bugs, and the Association may need some more sod.

Building Committee: The east end of the A building needs immediate replacement of quite a bit of the bump-outs due to water intrusion. A proposal was received from Water Proofing Contractors – not to exceed \$10,200.

MOTION: Motion made by Dave Henderson and seconded by David Frustaci to approve the proposal by Water Proofing Contractors to do the needed bump-out repairs on the east end of Building A on a cost and materials basis not to exceed \$10,200, on the condition that they meet the Association's insurance requirements and they provide a Certificate of Insurance showing Pelican Landing and Sunstate Management Group as additional insured. Motion carried -- with Eric Michalak abstaining due to the direct impact on his unit.

Jim LeRoy, member of the Building Committee, reported that there are areas of the walkways that have been peeling up and the Association is trying to get that repaired. Sherwin Williams and a water proofing contractor walked around and looked at the area. The issue is not the Sherwin Williams products that were applied to the walkways, but the preparation underneath that has failed. The Board is hoping to set up a meeting next week. There are rust stains coming from a previously restored column on B Building and the B Building lanais that were rebuilt in the past several years. The Building Committee will be contacting Truex and perhaps others to look into this. Jim gave some background on the past repairs, and it needs to be determined where the rust is coming from. Eric and Dave Henderson discussed the elevators. For the new elevator modernization work scheduled for September and October for Buildings A, B, C and D, Oracle has agreed to order upgraded exterior control panels. They are also getting upgraded exterior panels for ground level installation for Buildings E and F. Oracle will be paying the additional cost of these upgrades, totaling an estimated \$5,000 to \$6,000. The F Building elevator has had water flooding in off the gutters into the pit, and steps are being taken to help alleviate these problems where feasible. Tennis court pipe repair – some more piping has been ordered so that this work can be completed. The leak at the water main in being repaired. A bypass hose had to be ordered before

the work can be completed. Lighting upgrades need to be considered at entrances, and the high electric lights need to be upgraded to LED. Exit signs need to be upgraded. The dock light has blown out twice since it was replaced, so the cause may be in the wiring. Preventative lubrication will be done on the hinges of the storm doors to prevent corrosion. Getting the dormer and other re-roofing related follow-up wrapped up and the desire to update Rob's work schedule were also discussed.

Boat and Dock: Mangroves were cut back. When the Association went in for permitting, the DEP sent a letter saying they had not been maintained in the past. Suncoast Environmental was able to prove that the mangroves had been maintained by Pelican Landing for years. The bolts sticking out of the seawall where the stairs to the beach used to be located will be cut off and filed down so they will not be a hazard. Bay-side dock permitting was also discussed.

UNFINISHED BUSINESS:

Rules and Regulations: Rich Decker asked Heidi Kristensen to get the Rules and Regulations Committee together. Ed Olson agreed to set up a virtual meeting. The Association is going to start being more vigilant about notifying people if they are improperly parked. Parking passes/renters were discussed.

NEXT Workshop: 9:00 am Tuesday August 18, 2020 – NEXT Board Meeting: 9:00 am Thursday August 20, 2020 – Venue TBD

ADJOURNMENT: There being no further business to come before the Association, **MOTION was made by David Frustaci and duly seconded by Eric Michalak that the meeting be adjourned. The Motion passed unanimously.**

Respectfully submitted,

Edward L. Olson/LCAM

for The Board of Directors at Pelican Landing Condominium Association, Inc.

Pelican Landing Condominium, Charlotte County, Inc.

The Secretary; _____

DRAFT