

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

(A not-for-profit corporation)

## **BOARD OF DIRECTORS MEETING**

**Thursday, February 20, 2020**

**At the Pelican Landing Clubhouse**

**CALL TO ORDER:** Richard Decker called the meeting to order at 9:05 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, Bill Kissner, Secretary, David Frustaci, Assistant Treasurer, Paul Chase Director and Eric Michalak, Director were present. Dave Henderson, Treasurer was on the conference call line. Also present, Ed Olson from Sunstate Management.

**APPROVAL OF THE PREVIOUS MINUTES: MOTION made by Eric Michalak and seconded by Paul Chase to approve the minutes of January 16, 2020 Board Meeting. Motion passed unanimously.**

**TREASURERS REPORT:** Since the last Treasurer's Report of January 16, 2020, the following actions of major importance from a financial perspective included the following:

- Immediately following the last Board of Directors meeting and given the high cost of the tabled Pinnacle Building Corporation proposal to repair and strengthen the stairs (approaching the original cost of stair construction), worked with Bill Kissner on a plan for him to work with Rob to make emergency repairs as soon as the tides subsided. Unfortunately, the tides did not subside, and we lost the stairs before the planned repairs could be made.
- The same tides damaged the access ramp to the beach. Promptly followed up individually with Building Committee members, Pelican Landing Officers and Ed Olson of Sunstate to negotiate a contract with Pinnacle Building Corporation to repair and strengthen the ramp on an emergency basis at an estimated cost of \$6,150.09 to be charged to the Deck, Dock and Seawall Reserve. Gave Ed the go-ahead to sign the contract on behalf of Pelican Landing and expedited immediate payment of the 50% deposit. Target for beginning the work is as soon as feasible between February 19 and 23, tide conditions permitting. The contract is contingent upon project completion prior to Charlotte County depositing sand on the ramp as part of its beach restoration program. Accordingly, I am now seeking formal ratification of the contract, as follows:

**MOTION: Motion was made by Dave Henderson and seconded by Eric Michalak that the Board of Directors formally ratify the Proposal from Pinnacle Construction Corporation dated February 10, 2020 as modified and signed by Ed Olson on February 12, 2020. Motion passed unanimously**

- With the approaching September conclusion of our initial five-year elevator contract term with Oracle Elevator, sent Oracle an email to advise them that we were seeking bids for a new Elevator Maintenance Agreement and bids to do elevator modernizations on the remaining four elevators (for Building A, B, C and D) this year.
- Worked with Ed Olson to develop a list of three additional quality elevator companies to also approach for Elevator Maintenance Contract and elevator modernization bids. Gave Ed the go-ahead to contact the companies as soon as possible and coordinate on-site visits with Bill Kissner. Hopefully, we will receive four bids, including Oracle's, as soon as possible to assist with our planning.
- Obtained agreement from David Frustaci, Pelican Landing's new Assistant Treasurer, to obtain financing proposals to possibly finance the cost of the remaining elevator modernizations. Provided David with a list of Pelican Landing's current banking contacts to jump-start his contacts, which may also go further to include other financial institutions.

A number of our financially related pursuits are pointing toward April as a key month, which may require re-budgeting. Some of these items may involve savings while other may involve increased costs, and even if

they are off-setting, they likely will involve some budget revisions. By April we should know the results of the audit of our 2019 financial results, which typically require some changes to at least the Reserves Budget to adjust for actual annual reserve expenditures and interest allocations. Also, on the Operations side, April 29 is our insurance renewal date, and we anticipate receiving the proposal for our major insurance package (excluding flood insurance) in early April. We are hoping that this may involve a savings, but we currently are unsure. We are also hopeful that we will have numbers in April from various elevator companies that could influence both our Operations and Reserves budgets going forward. At the same time, I am hoping to have revised estimates reasonably soon, by at least some time in April, regarding the Bayside deck, dock and seawall replacement work so that we can help ensure that we are building up adequate funding regardless of whether or not we proceed with the current or a modified footprint.

- Distributed the January 2020 financials to the Board of Directors. We have a small uncollectable Accounts Receivable of \$126.05 as noted on our January 2020 financials which we have been carrying and trying to collect for an extended period of time. Accordingly, while the amount is very small, I am making the following motion, as it would involve a write-off of an uncollectable item:

**MOTION: Motion made by Dave Henderson and seconded by Frank Saracino that the Board of Directors approve write-off of the uncollectable \$126.05 Accounts Receivable as noted in Pelican Landing's January 2020 financials. Motion passed unanimously.**

- Worked with Frank Saracino to supplement previous advisories to unit owners regarding the availability of new mitigation reports for our buildings.
- I am still holding back \$3,750 on the Galloway Roofing contract, pending their completion of a few remaining check-list items.

#### **COMMITTEE REPORTS:**

**SOCIAL** – Joan Martin gave the report and talked about all of the upcoming events.

**LANDSCAPE** – Richard Decker gave the report. There have been three proposals received for the landscaping for Pelican Landing. Dalton's Landscaping, Phillips and Sons Landscaping and Yellowstone Landscaping are all interested in contracting to do all areas of the landscaping. It is time for the annual mulching. Richard will be working with Dalton's Landscaping to supervise the crew on where to put it down and where to remove the excess. There was a long discussion about all of the contracts and what would be best for the association.

**BUILDING** – Bill Kissner gave the report. We are wrapping up projects around the association and preparing for the summer projects. The process has started for the rest of the elevators to be modernized and the goal is to do the four remaining elevators at the same time. The screens have been completed and have been put back in. The proposal from Mario's for the repairs on the walkways and recoating is not yet in. Contact has been made to have the stucco and facia work on the dormers that is needed. There is one bid for pavers to extend the parking south of the tennis courts and one for the top rail around the tennis court fencing. There is one more bid coming for both.

**BOAT & DOCK** – Eric Michalak gave the report. Eric advised the Board that Phase II cannot proceed without approval by the Board and emphasized the importance of keeping the project moving forward. That phase involves the meetings with the state agencies to fine tune the project. **MOTION: Motion was made by Eric Michalak and seconded by Dave Frustaci to move into phase II. Motion passed unanimously.**

A lengthy discussion took place about building a dock with a new footprint or building a new dock identical to the one that is already there. There was also a discussion about the navigational cut back of the mangroves and the permitting needed to get it done. **MOTION: Motion made by Dave Henderson and seconded by Bill Kissner to approve \$5,650.00 for the navigational cut back and normal trimming of the mangroves to include the necessary permitting that goes along this work -- \$4,750.00 to be charged to Deck, Dock and Seawall Reserve and \$900.00 to the Palms/Mangrove category of the Operations Fund. Motion passed unanimously.**

#### **UNFINISHED BUSINESS**

**Rules and Regulations Enforcement:** Richard Decker reported that Heidi Christensen spoke at the workshop. They are continuing to work on the parking enforcement rules. There will be a need to change some of the rules and regulations. This will probably happen at the annual meeting.

**NEW BUSINESS:** None

**NEXT WORKSHOP/MEETING:** Tuesday **March 17th**, 2020 9:00 AM/Thursday March 19<sup>th</sup>, 2020 9:00 AM

**ADJOURNMENT:** There being no further business to come before the Association, **MOTION was made by Dave Frustaci and duly seconded by Bill Kissner 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; \_\_\_\_\_