

# Meeting Summary for SIRS Workshop and 19 other topics

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## Quick recap

The meeting covered a range of topics including insurance updates, property maintenance and renovations, policy changes, and community governance issues. Discussions were held on reserve studies, project updates, and the implementation of new policies for addressing infractions and short-term rentals. The board also addressed various administrative matters, including approval of meeting minutes, parking regulations, and plans for future improvements to community facilities.

## Next steps

1. Don to send Paul Grifoni the contract costs for the 2-story balcony restoration project.
2. Don to provide Paul Grifoni with the cost breakdown for HVAC rooftop stands installation.
3. Paul Grifoni to adjust the timeline for railings replacement on 5-story buildings during his next site visit.
4. Don to confirm with roofing contractors if interim coatings are required for the flat roofs on 5-story buildings.
5. Don to provide Paul Grifoni with the cost details for the F-wave Mansard roofing when Paul visits on Friday.
6. Paul Grifoni to update the reserve study report with the new information provided during the meeting, including roof replacement dates and costs.
7. John to obtain quotes for expanding the width of the boat ramp and modifying the island in front of it to improve trailer navigation.
8. John to get quotes for installing a wooden sidewalk or other solution for safer access to the boat ramp area.
9. John to explore options for slip-resistant materials for the boat ramp surface.
10. Steve to organize a landscaping committee meeting on the 27th to discuss waterfront and Florida-friendly landscaping options.
11. Don to sign the contract with American Custom for the two-story building balcony concrete restoration work.
12. Don to schedule a meeting with American Custom to discuss their approach to the two-story building project.
13. John to obtain multiple bids for the Recreation Center walkway improvements.
14. Don to generate additional funds for the Recreation Center modernization project through Estoppel, Information and late fees.
15. John to follow up on the purchase of the new golf cart from Lowe's once the key arrives.
16. John to get a quote from American Custom Restoration for fixing the concrete pad used for boat parking and car washing.
17. Don to select and purchase new chains for securing boat trailers.
18. Board to review TKE estimates for elevator rust remediation and door replacement after the meeting with TEC.
19. Don to publish the upcoming TEC Elevator Equipment and Service Analysis Audit meeting on bulletin boards.
20. Kathy (Paul's wife) to be informed about the potential for discounted dolphin tour boats for the Ladies Club.

## Summary

Insurance Update and SIRS Analysis

Don and Mike discussed the upcoming meeting and the arrival of Paul Grifoni. They also discussed the insurance update, with Don mentioning that their insurance had lapsed on April 26<sup>th</sup>, and they were now covered by a new policy from Citizens Insurance, which was still in underwriting. Don also mentioned that they were waiting for an updated one-pager from their insurance provider. Paul Grifoni then joined the meeting and was set to present an update on their SIRS analysis, which was crucial for their future reserve planning.

### **Property Component List Discussion**

Paul Grifoni discussed the property component list, highlighting items that were considered operating and those that were not. He mentioned a threshold of \$10,000 for operating items, which has been in place for a long time and may be revised. Paul also discussed the inclusion of landscaping, office renovations, concrete flat work, irrigation system, lighting, signage, golf carts, site furniture, exhaust fans, pool equipment, fence, grill, flagpole, water heaters, windows, doors, and restroom renovations in the study as non-SIRS items. He noted that some items, like elevator cab finishes and fire protection systems, were required by the state. Paul also discussed the need for waterproof coatings and concrete restoration projects for the balconies and breezeways. Don mentioned that they had already started a project on the 2-story buildings and were in the process of finalizing a contract.

### **Building Component Maintenance and Restoration**

Paul and Don discussed the maintenance and restoration of various building components, including concrete restoration, garage doors, gutters, HVAC rooftop units, paint finishes, railings, and roof assemblies. They agreed to adjust the ages of some components based on recent work and discussed the need to review the remaining items. They also discussed the possibility of moving ongoing projects into the operating budget.

### **Roof Maintenance and Life Expectancy**

Paul Grifoni and Don discussed the status of various projects, including the completion of garages B, C and D in 2024, the need for adjustments in the schedule, and the ongoing maintenance of the roofs. They also discussed the life expectancy of the roofs and the need for interim coatings. Don mentioned that they have a long-term relationship with the roofing company (Tech Systems), and they will continue to support the roofs for at least the next 20 years. They also discussed the cost of the Mansards and the need for new screens for some screen enclosures.

### **Property Maintenance and Replacement Projects**

Paul and Don discussed various maintenance and replacement projects for their property. They agreed to phase in replacements over a 40-year period, with some items like coatings and fences scheduled for the next few years. They also discussed the need for regular maintenance, such as filling cracks in the asphalt pavement, and the possibility of extending the life of certain assets. They decided to drop some items from the current year's budget and start saving for future replacements.

### **Reserve Study Report Updates and Changes**

Paul Grifoni discussed the changes and updates to the reserve study report, which will be finalized and sent out by tomorrow. Don mentioned the need for a more realistic projection of future expenses to manage reserve impacts and the importance of the report being filed with the state. Paul also mentioned the possibility of changes in the Florida State Legislature affecting the reserve study, but it's not expected to have a significant impact on the team. One example could allow condo associations to obtain a bank line of credit to replace reserves for the next two years. Problem is that loans will still need to be paid back by the owners. The

team agreed to review the updated report and make necessary changes to the reserve study before the end of 2025.

### **Board Approves Mold Policy Draft**

The meeting focused on the approval of minutes from various board meetings and the annual meeting. The insurance status was discussed, with the association still being covered by Citizens and awaiting formal documents. The board also reviewed a draft policy on mold and leak prevention and resolution, which was then sent to their attorney for review. The attorney's version of the policy was presented, and a motion was made to approve it. However, Mike expressed concerns about the policy's adoption date and the need for a formal board session. Don clarified that the "legal" policy was not yet signed, and that the attorney's version was different from the one Mike was holding – which was the Mold Treatment / Mitigation recommendations. The board agreed to proceed with the attorney's version and to sign it after a formal board vote.

### **Thermostat Policy Concerns Discussed**

Mike expressed concerns about the thermostat policy, stating that it could be seen as dictating to owners what temperature to set their thermostats at. He also mentioned that he had a problem with the fixed number being set in the policy. Don clarified that the policy was not meant to dictate the temperature, but to ensure that the air conditioner was running and set to no higher than 80 degrees. He explained that this was to prevent mold growth and to provide legal guidance in case of mold-related damages. Mike's concerns were noted, and Don agreed to log his negative vote in the minutes.

### **Project Status and Future Plans**

In the meeting, Don discussed the status of various projects, including the truss strap walkway and balcony repairs, the patio concrete repairs in building 8, and the pending project for the Recreation Center walkways. Don also mentioned the need for new vibration pads for the 5-story air conditioners and the potential for adding a sidewalk from the recreation center walkway to Building 4. The team agreed to get multiple bids for the Recreation Center walkways project and to explore other mitigation devices for the air conditioner noise issue.

### **Keys, Parking Decals, Covenant Enforcement Policy**

Don discussed the importance of having keys to every unit in the condominium for safety and maintenance purposes. He mentioned that an audit would be conducted soon to check the keys, and if they don't work, the owner would be given one chance to fix it. Don also emphasized that entering a unit without the owner's awareness or knowledge should only be done for a valid reason and normally with 2-person integrity. He mentioned a recent incident where a lady passed away, and he was the one who found her by entering her unit. We need to be mindful when our owners may need urgent assistance. Don also discussed the issue of parking decals and passes, urging owners to get them and reminding them that it's not optional. He mentioned that if a vehicle is found without a decal, a reminder note could be left on the windshield, or a bright green and tough to remove violation decal could be placed on the driver's window, and if the issue persists, the vehicle could be potentially towed. Don also discussed the need for a covenant enforcement and fining/suspension policy to deal with owners who neglect community life and violate rules and regulations. He mentioned that the policy would include fines for non-compliance and suspension of privileges. Don asked for a motion to approve the policy drafted by their attorney.

### **Addressing Infractions and Short-Term Rentals**

The meeting focused on discussing the implementation of a new policy for addressing infractions within the community. The policy involves a formal process where an owner can present their side of the story, and an impartial jury of owners will decide whether the Board's accusation is accurate or not. If the accusation is accurate, the Board will apply a fine based on the infraction. The Board also discussed the need for a tool to address egregious infractions that impact the environment and community. The meeting also touched on the issue of short-term rentals and the need for a formal policy to address them. The Board decided to continue with their current policy of maintenance on the docks until they reach the end of their lifespan and then replace them with a better composite or plastic material. The conversation ended with a discussion on updating the community's declaration, which is currently 45 years old and contains many illegal elements. The Board decided to proceed with the rewrite of the declaration to align it with current State statutes.

**Condo Board Meeting: Parking, Boats, Rec Center**

The meeting focused on various issues and decisions related to the condominium community. The board discussed the need to return to the original design of the parking spaces and loading zones, with a motion to approve the change. They also considered allowing overnight parking of approved vehicles in the loading zone area with board approval. The board discussed the need to secure boat trailers and the possibility of expanding the width of the boat ramp. They also discussed the need to replace the carpeting and popcorn ceiling in the Rec center, with a plan to generate funds for these changes. The board also discussed the need to fix the concrete pad where people wash their cars and the possibility of replacing the old golf cart. The conversation ended with a motion to adjourn.

**Disposition of Motions presented during the meeting**

	Motion	Status
1.	Approved minutes from BOD Meetings held on 4.23.25, 4.9.25, 3.24.25, and 2.27.25	Approved
2.	Approve posting of 3.19.25 Annual Meeting Minutes – although they cannot be approved until the Annual Board meeting in Feb 2026.	Approved
3.	Adopt the attorney drafted Mold and Leak Prevention and Resolution Policy.	Approved by Don, Perry, Marvin, and Steve. Mike was opposed.
4.	Acquire addition vibration pads for the 5-story roof-top air conditioners.	Paused. The one rack that was updated with new vibration pads has not provided the value hoped for. Additional solutions under review.
5.	Adopt the attorney drafted Covenant Enforcement and Fining / Suspension Policy.	Approved
6.	Return the parking spots in front of buildings 1 & 5 along the Banana River to its original design of 10 parking spots and a loading zone	Approved
7.	Have our Attorney re-Write the Declaration documents	Approved
8.	Modify the Rules and Regulations to allow overnight boat parking while attached to a vehicle in the loading zones in front of buildings 1 & 5 with Board approval only.	Approved

9.	New 10-year dock treatment vise just annual resealing	Not approved. Board members decided to delay any new treatment or replacement until the wood starts to decay. Until then, the maintenance staff will continue to annually treat the wood.
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