

Fort Lauderdale Yacht & Beach Club Condominium Association, Inc.
341 N Birch Rd, Fort Lauderdale, FL 33304

MEETING MINUTES

Tuesday, April 8, 2025 @ 6:00 pm, local time, in-person at the Association's Meeting Room

1. Meeting was called to order by the President at 6:05 pm
2. President, Vice-President, Secretary, Treasurer in-person; Director by phone
3. **MOTION** to approve the agenda

MOTION	SECOND	OBJECTION(s)	MOTION IS:
Vice-President	Treasurer	None	Adopted

4. Electrical Switch Update
 - a. Engineer performed the inspection on WED 02 APR 2025. He received the down-payment check and a copy of the executed Agreement.
 - b. NEXT STEPS:
 - i. Expected WED 16 APR 2025 – Plans expected. Upon receipt, send to Fischer, LiveWire and Gary for quote updates. (No cost)
 - ii. Expected WED 23 APR 2025 – Anticipating updated quote(s) expected. Review with Board. Manager to put together pricing and send to Board in-advance of SPA Meeting. Meeting requires 14-day advance notice. (Send limited proxies?)
 - iii. Expected THU 15 MAY 2025 – Anticipated SPA Meeting via Zoom. (1) Select vendor; (2) Levy SPA Funds and send notice to ENUMERATE to send invoices.
 - iv. TBD – Upon receipt of first payment from members, sign contract, provide down-payment to vendor, SIGN PERMIT AND NOTICE OF COMMENCEMENT APPLICATIONS AND HAVE MATT J NOTARIZE.
 - v. Vendor to apply for permit. < < Fines stop here. (Permit review 6 wks)
 1. Vendor/Engineer to remedy any defects with permit app.
 - vi. Vendor to purchase equipment / materials. (Purchase to delivery expect 8 wks unless stated otherwise.)
 - vii. Once permit is issued and parts are in, schedule the power outage.
 - viii. Once the work is completed, vendor will close permit and NOC.
 - ix. Once permit and NOC are completed, UNDO SO ENGINEERING needs to be contacted to close the 40-year inspection permit that is open. Once that is closed, proceed to next step.
 - x. Ask ATTY ROD FEINER (Coker-Feiner Law) to schedule meeting(s) with City of FLL Code Enforcement requesting fine reduction to costs.
 - xi. Pay City of FLL from funds remaining in the account.
 - c. SPECIAL ASSESSMENT TO INCLUDE:
 - i. Contract with Vendor
 - ii. Engineering \$7,500.00 (*Repay operating acct*)
 - iii. 10.00% Overrun TBD
 - iv. Permit & NOC Application Fees TBD

- v. Legal Costs for Fine Settlement (Expect ~ \$3,000.00)
 - vi. Fine(s) (*Anticipate 10% of total*) TBD
 - vii. UNDO SO – 40 yrs permit closure TBD
 - viii. **TOTAL:** **\$10,500 as of now**
 - d. UNITS NEEDING PANEL UPGRADES
 - i. **Manager to send letter to Owners**
 - ii. Units: 211, 311, 314, 414, 201, 202, 203
 - iii. President will try to inspect all units and get photos
 - iv. Manager will get permit information.
 - 5. CAMERAS — Install to be completed WED 09 APR 2025. Final payment is in-hand.
 - 6. TRASH / RECYCLING —
 - a. Manager is expecting cancellation quote from Waste Management on WED 09 APR 2025.
 - b. Manager is expecting finalized quote from Republic Services on TUE 08 APR 2025 after 9:00 pm, local time.
 - c. Manager will provide summary to the Board of Directors once both are received.
 - 7. RACCOON – **Manager to get racoon removed from under shuffleboard area.**
 - 8. EMERGENCY “EXIT” LIGHTS – Ricky to replace (*Anticipate TUE 20 – THU 22 APR*)
 - 9. EMERGENCY LIGHTS – Ask Gary for quote. Billy does not want to do this.
 - 10. POOL – **Manager to reach out to Downtown Pools for chemical drums (35 gal.)**
 - 11. HANDYMAN — **Manager to prepare written understanding of scope of work, rates, day(s), date(s), time(s), et. al. Present to Board. Once Board approves, send to handyman for execution.**
 - a. Brian has been helping out the Association on a regular basis.
 - b. The Board of Directors discussed paying a monthly retainer fee of \$100.00 to Brian and then a fee for his time as issues arise. Brian has been *instrumental* in saving the Association thousands of dollars by providing a number of exceptional contacts and performing services related to the A/C System, which is in line with his professional work.
 - c. MOTION to pay a monthly retainer of One Hundred and NO/100 (\$100.00) Dollars to Brian.
- | | | | |
|----------------|-----------|--------------|--------------|
| MOTION | SECOND | OBJECTION(s) | DISPOSITION: |
| Vice-President | Treasurer | None | Adopted |
- 12. WEBSITE – Minutes from 2024 & 2025 to go up on website.
 - 13. PLUMBER –
 - a. Veteran’s Plumbing will be the plumber. Manager to meet as able.
 - b. Aloha invoices for 209 A/C Chiller Change – Manager to email owner and BCC board members.
 - 14. ROOFER –
 - a. **Manager to follow-up on quotes.**
 - b. Parking spots for 307/308 experience a waterfall when it rains.
 - 15. BOARD CERTIFICATIONS –
 - a. **DUE BY 30 JUNE 2025**

- b. Director (R. Dobreff) – Completed

16. WELL ON PROPERTY –

- a. The well for the a/c – chiller system is beneath flowers in the grass to the south of the pool and the adjacent seating area.
- b. There is a ‘pick-up’ (or ‘drafting’) pipe that has holes in it to act as a filter that slides into a drainage pipe.
 - i. The ‘pick-up’ pipe is a VERTICAL PIPE.
 - ii. Every 5 – 6 years it must be lifted out and cleaned out.
 - iii. Vendors have said an **option** was to install a longer pipe, but this would likely change the needs of the pump as drafting would be exponentially **weaker**. (Bottom Line: If you want to keep the pump the same size, do not change the intake pipe size.)

17. SEAWALL REPAIRS —

- a. More seawall repairs are needed. Will need to look at 2024 Financials to determine who the vendor was that did the repair work last year.
- b. Lovell Marine is a possible Sea Wall Vendor.
- c. Manager has requested a quote from SOUTHEAST MARINE CONSTRUCTION for a new seawall. Expecting a visit in the next week or so.
- d. The Board of Directors has started speaking with a number of Members in the Association, asking them to explore a financing option for a new seawall and dock replacement.
 - i. The board is willing to consider a number of various types of materials for a new dock, however **NEW PILINGS** should be included in that cost.

18. FINANCIAL UPDATES / REPORTS —

- a. The FY2024 Audit was disseminated to the Board with any feedback solicited. No feedback was received and it has been accepted.
- b. The FY2024 Reserves Funds held in the Operating Account will be transferred to the Reserves Account. Paperwork was completed earlier today.
- c. The Auditors recommended a RESERVE STUDY be performed.
- d. Year-to-Date (2025) the Association is operating at a slight surplus, however, it is just outside of the 1st fiscal quarter.
- e. Vendors are now being instructed to submit invoices on/before the 10th day of the month to receive payment within that month. Invoices received thereafter are subject to payment in the following month. (This applies only to invoices not on auto-pay.)
- f. Collections — There are a number of accounts that are constantly in arrears. These accounts take up a lot of time for the Accountants, the Board, Management. The Board of Directors discussed enforcement of the Acceleration Clause in the Declaration of Condominium of the Association. This is an item that the attorneys for the Association would perform as part of their collections. The board discussed ensuring that it is communicated to Members that this will be a part of the collections policy moving forward.
 - i. MOTION to begin enforcing Acceleration Clause in the Declaration.

MOTION	SECOND	OBJECTION(s)	DISPOSITION
Vice-President	Treasurer	None	Adopted

- g. MOTION to approve Three Thousand Five Hundred and NO/100 (\$3,500.00) for auditors and to Authorize the Association's Treasurer to execute the engagement letter from Auditors.
- h. **Manager to submit invoice for clean-up of cigarette butts outside #206 and send a NOTICE OF INTENT TO LEVY A LIMITED SPECIAL ASSESSMENT for the 15 MAY 2025 Meeting to the Owner(s) of Unit #206.** (Note: A **Limited** Special Assessment is limited to the specific unit or units, not to all units.)

19. MISCELLANEOUS ITEMS / NOTES:

- a. Next meeting to review the painting of the lips of the stairs as indicated in NFPA 1901 text from Fire Department.
- b. **MANAGER to order install of anti-slip treads on stairs.**
- c. Miss Saint to clean walls of the building near the walkways and catwalks, not the entire exterior of the building.
 - i. Miss Saint's Contract (JC Glass) to be reviewed and adjusted. The last increase provided was in 2022.
 - ii. **MANAGER to send a summary of the contract with hourly rate breakdowns. Treasurer to review and have recommendation(s) ready for one of next two (2) meetings.**
- d. MEMBER Lynda Batson (#308) requested her email be updated to Lynda1942.LB@Gmail.com. Manager acknowledged.

20. NEXT MEETING: Thursday, May 15, 2025. (**Note:** This meeting will be a Special Assessment Meeting if all quotes from Electricians for Switch Replacement are received on / before 01 MAY 2025.

21. ADJOURNMENT: Motion was made to adjourn the meeting at 8:00 pm, local time.

MOTION	SECOND	OBJECTION(s)	DISPOSITION
Vice-President	Treasurer	None	ADJOURNED

MINUTES

APPROVAL:

Kathy Donahue as Board Secretary

Date