

Indialantic Villas Condominium Association, Inc.

Board Meeting

June 15th, 2020 at 5:30pm, Poolside

Meeting Minutes

Call to Order: President Jordan Charla called the meeting to order at 5:35 PM.

Roll Call and Establishment of Quorum: A quorum of four board members was present: Jordan Charla, April Matta, Antonya English Jones and Maggie Campo.

Several homeowners were also present: Jeff & Dawne Smith, Dorothy Payne, Kelly Ivison, Armando Nobili, Sue Duncan, and Leah Breder.

Review of Action Items and Old Business from prior meeting of January 16, 2020:

The following action items are carried over:

ELECTRICAL BOXES:

Jordan was never able to get in touch with Gault Electric. He received a quote from Baxter Electric for \$1168 per box (\$17,530 for 15 boxes).

Maggie was able to reach Jamie Gault and received updated quotes on March 15, 2020 for the remaining buildings at \$2450 per building (4 boxes; \$612 per box).

However, the work was put on hold due to the Stay at Home order from our Governor. We did not think it appropriate to leave residents without power for an entire day when there was no place for them to go during the shutdown of most businesses.

ACTION ITEM: Maggie to post the replacement plan on the website. We will begin scheduling the work based on individual homeowner convenience for the buildings that are in the most severe condition.

FLORIDA FENCE / SIDE WALKS:

Jordan and Mitzi worked with Shawn Trautman, attorney for SCPM (Space Coast Property Management) to send a letter to Florida Fence to try to reclaim our \$10K.

We received a response from Shawn today (6/15/2020) saying he was encouraged by the fact that he has been contacted by an attorney for Florida Fence. Shawn advised us to hold off on taking any other legal actions until he is able to communicate further with their attorney regarding this case.

PLUMBING REPAIRS

Mitzi at SCPM was supposed to follow up with Brian Hamilton from BA Hamilton Plumbing to get a plan for replacing all corroded shut off valve handles. This item has been open for more than 6 months and nothing has been done. Maggie feels if we want this handled, we need to take this on ourselves. She already contacted Brian directly to get the immediate need resolved for unit 5. That handle was replaced without requiring major repairs or water shut off.

ACTION ITEM: Maggie will follow up with Brian Hamilton directly about a plan for other valves.

ROOF CLEANING:

April contacted A Brother's Pressure Cleaning to come back out and clean the pool house roof.

POOL SERVICING

We fired Brevard Pools and hired Taylor Heflin (recommended by Mitzi at SCPM) in February. Everyone is very happy with Taylor's service. He has gone above and beyond the normal maintenance, cleaning out years of accumulated sludge from our filter tank, replacing faulty equipment, and making extra trips to offset the problems with our leaks. He has notified us of leaks and other problems with our aging equipment that the previous two pool service companies had said nothing nor done anything about. The leaks are the reason we have black algae constantly building up on the pool surfaces.

We have several water leaks as well as an air leak that is causing our pump to cavitate (fill with air). The pump is losing pressure and is in danger of burning out if we do not repair ASAP.

Taylor had been trying to contact pool repair companies for several weeks but had not been able to get anyone to work with us because our equipment is old and the pipes are under concrete. Brevard Pools would not work with our old equipment. Aquaman Leak Detection wanted \$900 up front just to perform the leak detection, that price did not include any repairs.

Dorothy Payne recommended Agape Leak Detection and Repairs. The owner Walter came out and met with Taylor. We are waiting for the written estimate, but Walter verbally quoted \$1400 for one day of labor and parts to perform the following:

1. Replace the pipe from the pump to the tank that has an air leak
2. Empty filter tank and fix leak in the bottom of it.
3. Replace the filter grid (which are impacted and filtering very little)
4. Fix the leaks in the two plunge valves, raise the pipes, and rebuild custom plungers
5. Replace the float valve
6. Replace flow sensor
7. Repair other above ground leaks
8. Run pressure leak detection test to determine if there are other leaks below the concrete

Agape can squeeze us in on July 1st or 2nd. Maggie voiced concern over shutting the pool down so close to the 4th of July weekend, but the board and other homeowners present agreed the situation needs to be resolved as soon as possible to avoid any more damage.

ACTION ITEM: Maggie to follow up with Taylor and Agape to get the quote approved and schedule the work for July 1-2. (Update: Estimate for \$1300 received on 6/16/2020).

POOL RESTROOMS

- Susan Wallace continues to perform excellent cleaning services and is also restocking our paper supplies and submitting expenses for reimbursement. April brought forward complaint from Susan that the men's bathroom is being left in a disgusting state.
- Jordan added weather stripping to the bottom of the pool bathroom doors to prevent dirt and bugs from getting into the bathrooms.

POOL FURNITURE

April gathered several quotes for commercial grade furniture. The board had selected a set from Patio Contract that seems durable at a good price. We are waiting for them to send us a sample of the chair material before committing to the color and style. April has been trying to get in touch with them but they are not replying to calls or email.

Jeff Smith suggested another company that supplies the furniture at their Naples condo. He will give April their contact information.

ACTION ITEM: April to get quotes from the company recommended by Jeff Smith.

ACTION ITEM: April to continue trying to contact Patio Contract for material sample.

PAINTING PROJECT

- Update from Jordan: Ace Hardware has removed their fence from the wall, repaired the wall and C&J came out and painted.
- Extra paint is stored on the pool ladies restroom shelf. There is also a large 5 gallon bucket of wall paint outside behind the pool restrooms. Our extra gallon of door paint is currently locked up in Unit 6; that owner is out of town indefinitely. But she has offered to pay for another gallon if we need it before she returns.

SIDEWALK REPAIRS

Original bids for complete replacement of approx. 4200 square feet of concrete sidewalks:

1. H2O Construction: \$33,600.
2. Don Bo, Inc: \$37,368 (plus \$756 for 7' x 9' slab in front of south dumpster).

Bids for pavers instead of concrete replacement (gathered by Antonya):

3. Alliance Pavers: 1" pavers with Thinset on top of existing concrete: \$18,070 + \$4188 sealer.
(* Corrected on 8/31/2020, original meeting minutes had a typo, incorrectly stating pavers were \$14,070 + 4188 sealer.)
4. Surfside Pavers: Remove concrete and install 2 3/8" thick brick pavers: \$33,971.
5. Curb Pro / Paver Pro: Remove concrete, level, use 60 MM pavers: \$32,457.

Adding pavers would be a material change to the property, requiring 75% homeowner approval.

After the meeting Armando Nobili spoke with Antonya and Maggie about the choice of pavers. Armando is an ex-building contractor and advised against using 1" pavers on top of existing concrete. He said they would not last or hold up under our heavy use. He recommends going with removing the concrete and using the thicker pavers (estimates #4 or #5). These are normally used in driveways and can handle heavy loads. They will be much more durable for a long time, resulting in a better long term investment.

ACTION ITEM: Antonya to contact Alliance Pavers to schedule a follow up visit with Armando present to ask more questions and compare approaches.

LANDSCAPING

This work is on hold pending the sidewalk repairs.

We had previously agreed on a budget of \$3500 to \$5000 for this project.

ACTION ITEM: April to get landscaping proposals after sidewalk work is complete.

New Agenda Items:

MAINTENANCE UPDATES

Gate lock had to be special ordered through Brevard Locksmiths and Bicycle Repair. The new lock arrived today (6/15) but has the wrong kind of latch mechanism that does not auto-lock. Brevard Locksmiths is trying to find us the right kind of latch.

ACTION ITEM: Ask locksmith to check pool gate lock, which may also need replacing.

Bike rack is supposed to be removed by SCPM. Brian from SCPM maintenance says he will come by this week to haul it away. He also provided a quote of \$149 to replace it. The board voted not to have it replaced since it is hardly used and only encourages people to leave old bikes there.

Plumbing at units 37-40: In early May, sewage was backing up into the units; we had two emergency visits from GPS Plumbing to treat and diagnose. They ran a camera scope that revealed a dip in the pipes on the other side of the wall, by Ace Hardware. Mitzi contacted Brevard County Water through City of Melbourne. She reported on 5/18/2020 that the pipe behind Ace was fixed. April and Dawne both confirmed today that they have not had any more problems.

Pool Lights: A homeowner reported that the pool lights were not coming on at night. Dorothy suggested asking Gerry Hadley who handles our sprinklers; he is a handyman and has taken care of these in the past for us.

ACTION ITEM: Maggie spoke with Gerry Hadley on 6/16/2020. He replaced one of the breakers in the sub-panel that was not making good contact. Gerry recommends replacing the sub-panel because it has a lot of corrosion. Maggie will ask Gault Electric for an estimate for that work when they come out to work on our electrical boxes.

PLANNING FOR ANNUAL HOMEOWNERS MEETING OCT-NOV 2020

The board will work with Mitzi to schedule this meeting early enough to approve 2021 budget. We will ensure a complete and thorough budget is presented at the meeting. Jordan mentioned wanting to meet every six months, second meeting would be Apr-May 2021.

GENERAL HOMEOWNER and BOARD CONCERNS

ENTRANCE SIGNS:

Maggie presented a quote from Art Sign Works for \$435 total, for two small signs, one at each entrance, with our street number, name, and unit number ranges. Signs are made of HDU (High Density Urethane), which is stronger and more weather resistant than wood. Signs will be 12" high by 24" wide; with carved raised lettering to match the two large Indialantic Villas signs. The board voted to approve the purchase.

ACTION ITEM: Maggie to work with Art Sign Works to get the artwork design for review by the board.

TREASURER ELECTED:

The HOA has not had a treasurer since Dawn Smith resigned in 2019. Maggie volunteered to take on the position (our by-laws permit the same person to be both Secretary and Treasurer). The board voted to appoint Maggie treasurer.

FINANCES / RESERVES:

Maggie brought up a problem with our Painting Reserves: they are \$39K in the red. She discovered paint reserves had been negative for the past 10 years, since the last painting from 2010. Overall there was enough in the Reserve account to pay C&J for the painting completed in 2019, but we need to rebalance the different reserve categories to bring all categories into the black.

We have some overages in the other reserve categories (Paving, Pool, Roof) to cover a portion of the negative paint funds. The balance will have to be pulled from our operating account. The board is not allowed to reallocate reserve funds. We need to determine how much we should reallocate from those other reserves and take the recommendation to the homeowners for a vote.

We will also need adjust how much to allocate to painting reserves for our 2021 budget to ensure we have enough within 9-10 years for the next painting. The current allocation % is much too low.

ACTION ITEM: Maggie to review financials and meet with SCPM accounting to get their recommendation on how to proceed.

Dorothy Payne believes there was a \$400 special assessment for the painting in 2010. But there is no record of such an assessment in the reports available to us. The full payment to C&J Painting for 2010 is clearly reflected as debited from the regular painting reserves. The only assessment we could find since 2006 was for Pool resurfacing sometime around 2011-2012.

ACTION ITEM: Maggie to follow up with SCPM on the claim of a special assessment for painting.

SEARCH FOR NEW PROPERTY MANAGEMENT COMPANY:

The board and homeowners voiced the following concerns with Space Coast Property Management:

- Failure to notify us of the problem with our paint reserves (ongoing for 10 years)
- General lack of financial advice and guidance we would expect from a management company
- Some homeowners feel SCPM does not provide enough financial details when requested
- Maintenance issues are not being handled promptly or correctly
- Miscommunication and lack of responsiveness to homeowner requests

The board agreed to consider searching for a new property management company that fits within our budget. Leah Breder said she provided the board with some bids she had gathered last year, but it is unclear what happened to those bids.

ACTION ITEM: All board members will help in the search; get the old bids from Leah and pursue other quotes.

Adjournment: The meeting adjourned at 6:40 PM.

