

**Crystal Bay Condominium Association, Inc.
Board Meeting Minutes**

May 29, 2024

6 PM

Approved by the Board June 1, 2024

The meeting was held at the Feather Pointe Clubhouse and via Zoom.

Directors in Attendance

Dave Olson, President
Chris Biedal, Treasurer
Dana Mills, Secretary
Revonda Cornell, Director
James Hebbel, Director

MINUTES OF THE MEETING

Call to Order

Dave Olson called the meeting to order at 6:05 PM. Proof of quorum was established with all five board members in attendance.

Proof of Notice

Notice of the board meeting was posted 48 hours in advance.

Previous Meeting Minutes

Dana Mills motioned to approve the previous meeting minutes from 3/25/24, Revonda seconded the motion, all in favor, the motion passed unanimously.

Old Business: Litigation

1. Open litigation update provided by Chris Biedal and Dana Mills. Settlement agreement for recall and disqualification cases has been reached; signed by all parties. One of two motions to dismiss with prejudice has been accepted as written. The second is undergoing final revisions.
2. Per the recommendation of the litigation committee, assignment of permanent general counsel was tabled until open litigation is 100% resolved.
3. Dave Olson motioned that any accounts currently delinquent per HOA guidelines or due to insurance assessment be transferred to Marielle Westerman. This motion was seconded by Revonda Cornell. However, by virtue of #2 above and James Hebbel's point of information re: conflict of interest, the motion was withdrawn. Thus, the assignment of collection issues to new permanent general counsel was also tabled. First order of

business once collections are transferred to new permanent general counsel will be the approximately \$16K in delinquent insurance assessments from last year.

4. Information relayed about Unit B202, which is a Crystal Bay owned unit. For the past ten years, Crystal Bay has been “in charge” of this unit, although the title is deemed “dirty.” The HOA cannot enter into a transaction on this unit, even though all county records list Crystal Bay as the rightful owners.

The statute of limitations should be 7 years with no communication from the bank. We need to “clear the title.” Crystal Bay has been renting the unit, but the renter is moving in October.

Questions to consider include “What is the value of this unit?” and “Could profits from a potential sale be used to pay expenses related to the milestone inspection and reserve analysis?”

Dave Olson motioned to approve a legal review of Unit B202 in order to achieve a clean title. Chris Biedal seconded the motion, there was no discussion, and it passed unanimously.

Old Business: Building F Water Loss

Last Thursday, the city signed off on all work related to the 2/22/24 water loss and the permit was closed. From our insurance payment already received, we still need to send final payment of \$20,000. All common areas are back to normal, all work in damaged units that was the responsibility of the HOA is complete.

Our insurance company is “aggressively subrogating” (may get our \$50,000 deductible back), and Quality Roofing continues to be “on notice.” The damaged pipe at the center of the water loss is going for forensic analysis.

Old Business: Milestone Inspection

On April 1, Phase One of the Milestone Inspection was completed by EIRS. An overview of what needs to be remedied/ repaired before submitting Phase One to the state includes repair of all roof railings (all have deteriorated pockets), stucco and water penetration issues with Building F, and spalding on a limited number of unit patios. Although the latter two issues can utilize funds from reserves for payment, that is not true for the railing issues.

The original quote to remediate the railing problem was approximately \$100,000, which included full removal of every railing, cleaning out and sealing each pocket, and reinstalling the railings. A second option has been provided by EIRS using brackets especially engineered for our situation. The cost should we go this route is approximately \$20,000, as there would be no need for wholesale removal and reinstallation of any railings.

We are currently getting two quotes to complete the work that will get us a clean Phase One inspection report. One will be from EIRS and one from another company. Should we go with another company, EIRS' engineer still has to be the one to do the final inspection, thus there will be an extra fee to consider. All repairs must be completed before we submit Milestone Phase One, which is due at year's end.

Old Business: Roof Status Update

The roof was supposed to be completed by March 28. Quality Roofing states another thirty days of work on punch list items remains. This list includes items like flashing and mechanical aspects related to a/c units.

There have been numerous reports of residents personally going onto the roofs to get a firsthand view of the progress. Please stay off the roofs!

Old Business: Roof Open Insurance Claims

The final payment due to Quality Roofing is in the amount of \$220,000. We can hold this amount until we are satisfied with the remaining work to be done. There are still unresolved issues related to damage done to our community by Quality Roofing – the crane incident being the most significant. We will not pay our final installment until all damage is rectified.

New Business: Milestone Reserve Analysis

We will get the first feedback on our milestone reserve analysis in the coming weeks. This analysis looks at reserve funds above and beyond the inspection-related funds. Current reserves in each category will be analyzed as will the current condition/ useable life. A true-up will then need to occur to get our reserve accounts back on track.

New Business: Water Consumption Report

Report provided by Revonda Cornell.

May 15, Sleuth Leak Detectors was on the property to search for any underground water leaks. None were found. Their conclusion was with no leak in water mains, it's either HOA groups or individual units' issues. Their recommendation was to repair and replace toilets as indicated by current function & age. If a resident has an older toilet, there are rebates available to replace for a more water-saving model.

** Note: At this point in the meeting, the Zoom chat was visible to all in person participants and it is noted that a resident attending via Zoom made a point that the audio was not always clear/ available. The resident suggested adjourning due to IT issues. **

James Hebbel made a motion to disseminate information about what constitutes a well-functioning toilet and to solicit information from unit owners. Are they confident their toilet is functioning properly? (This would be a preliminary survey to ascertain next steps in getting individual unit owners to replace faulty flappers, get toilets inspected, etc.) The motion was

seconded by Dana Mills, there was no discussion by the Board, and the motion passed unanimously.

Comment of note from the membership: correspondence from Ameritech about what constitutes a well-functioning toilet should also include a note that if you are to be away from your unit from a long time, the water valve to the toilet should be turned off.

New Business: Florida Condo Grant Application

Applications open July 1. It's a 2-for-one matching grant with up to \$175,000 available. Projects funded must be for common area benefit; if an association decides to do something that benefits individual units rather than the common good, a 100% vote of the membership is required.

Dana Mills volunteered to take the lead on the application process, thus James Hebbel motioned that Dana would spearhead the My Safe Florida Condo Program application. The motion was seconded by Dana and unanimously passed.

Adjournment

A motion to adjourn was made by Dave Olson and seconded by James Hebbel. Meeting adjourned at 8:22 PM.

Respectfully submitted,

Dana Mills
Secretary