

Harbor Isles II Condominium Association

c/o: Prestige Property Management
PO Box 507 - Cape Canaveral, FL 32920
(321) 501-0654

Board of Directors
Meeting Minutes
held

Thursday, September 20, 2021

This meeting was held by Zoom Video Conference Link

<https://us02web.zoom.us/j/89153031973> & in person at the clubhouse located at 600 S
Brevard Avenue, Cocoa Beach, FL 32931

This Meeting was called to order at 5:04 p.m.

A quorum was established with 4 of 4 Directors present either in person or by Zoom. It should be noted that Board Member Lynne Jeager sold her unit in June of 2021 and therefore was no longer eligible to serve on the Board.

Notice and Agenda were posted at least 48 hours in advance of the meeting.

Jim Smith motioned to waive the reading of the minutes from the meeting held on 10-21-20. Sean 2nd. All were in favor and the minutes were accepted as submitted.

Reports of Officers, Committees and Agents:

Jim Smith reminded all that the annual meeting is scheduled for December 7, 2021 and encouraged the members to think about volunteering to serve on the Board as there are 4 seats opening up. He complimented Judy, Sean and Bill for their service to the community and hopes they will consider continuing on.

Judy Montville presented the financial update to the members noting that the elevator project came in under budget and that she will continue to monitor the expenses for the year as we already know that we are trailing OVER budget in categories such as insurance, water/sewer/trash, electric, etc., and these will affect the budget for 2022.

Old Business:

Lori informed the Board that to date the cost of the elevator modernization project was \$578,961 and the budgeted amount was \$619,807.00. All of the special assessment of \$302,400 has been used and the remaining invoices were paid using either the Fire Safety Reserves or Deferred Maintenance, as originally voted on. The landings will be painted by Maintenance and those costs will be deducted from the final invoice, which is being held until this is complete.

The Board reviewed 2 proposals for concrete repairs to Bldg. 12 & 14. It should be noted that 5 contractors were asked to bid, 4 met with Lori to inspect the units with only 2 submitting their bid. Sean motioned to accept the proposal from Invicta Construction group with a base cost of \$63,000.00. Judy 2nd. All were in favor and the proposal was accepted.

The Board then reviewed 2 bids for painting Bldg. 12 & 14 after the concrete repairs have been completed. Sean motioned to accept the bid from Tech Systems with a base amount of \$77,323.00. Jim 2nd. All were in favor and the proposal was accepted.

New Business:

The Board reviewed the preliminary 2022 Budget. Judy again reminded all of the increases we have incurred this year and also that cable was to increase 4% per our contract – our insurance was more than \$20,000 over what was budgeted. Sean reminded everyone that nationally there is an inflation rate of over 5%. It was noted that there will, unfortunately, have to be an increase in 2022, somewhere in the \$20.00 range – with some adjusting still to be done, that amount has not been confirmed. The Board will meet again on October 21 to review the final draft before it is sent to the membership, per the Florida Statute.

Sean motioned to put it to member vote to prepare a compilation report for the 2021-year end financial report in lieu of an audit. Jim 2nd. All were in favor and the motion passed. It should be noted that for FY 2022, an audit must be preformed as the Statute only allows you to waive the required report for 3 consecutive years.

Lenny commented that a light pole by building 9 actually fell over but that Craig was working to fix that. They also checked all the poles and will be performing maintenance on those as well.

Jim Smith wanted to Thank Lenny for all the work he does AND to acknowledge Craig Hyde, Maintenance person, who does an outstanding job working around the property. He is proactive, time conscious and does fantastic work that has saved the association an untold amount of money by not subbing out some of the items he does, such as non-structural concrete repairs/minor electrical and plumbing repairs, etc.

Jim asked that a reminder to go out to the membership that they absolutely cannot paint fire sprinkler heads inside their units. It was noted during the fire inspection that multiple units had done this, and it is against Fire Code and therefore they need to be replaced. The cost to replace these would fall onto the unit owner

Jim wanted it noted that he is getting complaints about the kitchen remodel from some folks and that Harbor Isles 2 does not “manage” the clubhouse and that any complaints should be directed to management and/or Harbor Isles 1 Board.

Jim also would like to remind the membership that when items like the lake fountain pumps and motor breaks, there is a longer than usual wait time for parts since during the pandemic manufacturing has slowed to a near halt and to have patience until we can get it fixed. Management and the Board is not not paying attention, there are just some things that are beyond our control to have fixed immediately.

Next Board Meeting: Budget Review – October 21, 2021 at 5:00 p.m.

Annual Meeting – December 7, 2021 at 5:30 p.m.

With no further Business to come before the Board, Jim motioned to adjourn the meeting at 6:18 p.m.