

Condominium Association
25901 Hickory Blvd. S.W.
Bonita Springs, Florida 34134

MINUTES OF BOARD MEETING

Date: January 17, 2023
Place CBR Community Room
Time: 9:00 AM

1. **Certify a Quorum of Directors:** Board members Lee Christoferson, John Brink, Patrick Koziol, Rick Lovett and Susie Williams were present.
2. **Call to Order:** The meeting was called to order by President John Brink at 9:00 am.
3. **Hurricane Ian:** Patrick Koziol distributed a spreadsheet which captured all hurricane related expenses both paid and unpaid to date as well as expenses that have yet to occur. Patrick reported the largest expenses were elevators, clean up and demolishing of first floor damage. Projected expenses include those jobs completed but not yet invoiced and also jobs still need to be completed. These expenses include tile work, sprinkler system, and required engineering study. CBR has paid or expects to pay approximately \$660,000 and insurance will cover approximately half of that amount. The reserves are being utilized to cover the outstanding expenses not covered by insurance reimbursement. Approximately \$400,000 was in reserve prior to the hurricane. \$100,000 will remain after current hurricane expenses. Although there is not currently a cash flow problem, how to replenish the reserves must be decided upon. New state laws are requiring amounts in reserve to cover expected expenses. Specifics are not yet available regarding length of time allowed to fund the reserves.

John reported on the process he has been following related to insurance coverage. He forwards copies of invoices to the insurance agent and speaks to him on a weekly basis to determine what insurance will possibly pay. At this point, two advances on insurance payout has been requested. The first advance of \$80,000 has been received and the second will be forthcoming soon. Insurance coverage on property in the individual rooms will take depreciation into consideration. The insurance company is in the process of calculating the amount they will pay for the individual units.

The Board discussed the possibility of a capital call to cover wind damage not covered by insurance. A motion was made, seconded and approved to issue a special capital assessment of \$5,000 payable by March 15, 2023. Owners will be given a letter to submit to their insurance companies to obtain reimbursement.

John reported on a quote to install drywall on first floor units, locker room and community room: \$78,000 for end units, \$61,000 for smaller units, \$170,000 for community and locker rooms. John is requesting our insurance agent investigate normal costs of drywall

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installations. More bids will be requested. Lee will search out recommendations for other vendors. John discussed the regulations regarding the rebuilding of the units. The association is required to pay for everything within the unit except the washer and dryer. The owners are provided an allowance and they must make purchases within that amount or be personally responsible for additional expenses.

4. Update on projects:

- a. **Electrical:** Eric Electrical is currently attempting to find a short-out we are currently experiencing. A quote of \$4,200 was given and accepted to replace the electricals within the pool room shed. We are in the queue awaiting the repairs. Eric looked at the electrical boxes for the elevators and stated they were usable but could need new fuses which he will supply.
- b. **Entryway:** Doors have been ordered and a deposit given. Lee reported call boxes were due to be installed the week of January 16th. Lee has sent an email to all owners requesting the cell phone numbers they wish to have programmed into the new call boxes. We are also awaiting the magnetic locks for the doors. A city inspection is necessary before the doors are completed. Lee will contact the vendor regarding the inspection and completion of the doors.
- c. **Plumbing:** Currently there is only one shut off valve for the entire building. Other buildings in the area are taking the opportunity of exposed piping to install shut off valves by stack. Thereby turning off only one stack when water repairs are necessary. John has received a quote of \$3,700 to install the shut off valve. The Board approved the installation and John will notify all owners that water will need to be shut off to all units for one day.
- d. **Hurricane Plan:** Dirk suggested we develop a plan when a storm is expected. The plan should detail what needs to be done and by when. He suggested a 3-day plan/checklist he could follow.
- e. **Mailbox Locks:** Lee contacted the vendor and said it will be approximately 2 weeks.
- f. **Signage:** New signage has been ordered for the pool and the front. Dirk will do the metal poles.
- g. **Landscaping:** Vincent's Landscaping cleared up the entire area for a charge of \$500. They submitted a landscaping plan to Lee. It will be started once the irrigation is completed.
- h. **Community Room:** Jane suggested to Lee that we ask Maribeth VerHulst to head up a committee to design of the new community room. John will talk to Maribeth.
- i. **Pavers:** Accurate Pavers stated we never ordered the color pavers we needed and therefore were not ordered. Lee went to their facility and chose the color. They are now on order.
- j. **Elevators:** Lee spoke to Oracle Elevators and was told the elevator parts should be in within a few weeks. February 1st was the estimated time for completion.

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- k. **Painting of the Building:** Painting and repair of building walls will be started soon.
 - l. **Kayaks:** John and Jan Long repaired and installed the Kayak rack. Several of the kayaks do not seem to belong to owners and are in bad shape. The floating dock will need to be reinstalled.
 - m. **Land Phone Lines:** Century Link land line was used for the fax machine and should no longer be paid and the service cancelled. Kings was the land line used for the call boxes and should not be paid now (since hurricane) but once the new call boxes are installed it will be discussed. John said there will be a \$350 charge for the cellular portion of the box that goes into the elevator.
5. **New Business:**
- a. **Fine Committee:** John Brink related an issue that occurred recently. A unit was being rented during the time when rentals were not being allowed. The unit was being rented for a week. There was no lease submitted and no application fee was paid. The owner felt if he rented it for a month and the renter left after a week, the owner should be allowed to use the condo the rest of the lease period. The Board agreed the rentals must be a 30 day minimum and if the renter leaves prior to the 30 days the unit must remain unoccupied. All this is stated in the community bylaws. In order to handle situations when regulations are not followed, the Board discussed establishing a fining committee.
6. **Next Meeting:** The annual meeting will be held on March 14th at 7:00 pm.
7. **Adjournment:** The meeting adjourned at 11:00 am.