



Board Meeting Minutes
May 13, 2019
4012 Crocker's Lake Blvd.
Sarasota, Fl. 34238
10:00 am

Determination of Quorum: Joe Gianino, President, was present in the meeting room. Dave Carter, Vice President, Joe Joseph, Director, and Karen Domaratzki, Treasurer, were present via phone.

Call to order: Joe Gianino, President, called the meeting to order at 10:00 am.

Proof of Notice: Joe Gianino acknowledged that the notice was posted at the clubhouse according to Florida Statutes.

Approval of Minutes: Board Meeting: Board Meeting, April 16, 2019: Joe Gianino made a motion (**Motion #1**) to approve the draft Board Meeting Minutes from April 16, 2019. Karen Domaratzki seconded the motion and it passed unanimously.

Treasurer Report: Treasurer, Karen Domaratzki, presented a summary of the March 2019 Financial Reports. In the Operating Account, actual expenses in March exceeded the budget by a total of \$40,700. There were three reasons for this large budget overrun: (1) Timing (approximately \$22,000 in invoices for January and February work that were submitted late and paid in March), (2) "Chunky payments" (A \$15,000 March payment for major tree trimming work and an \$8,800 March payment for remediation work related the mold problem in Building 4) that are covered by the annual budget but the budget dollars are spread out across the year, and (3) a \$10,400 March budget overrun in expenses for roof repairs and drywall repairs due to water intrusion. Year to date, we are over budget by \$31,800 in the Operating Budget. A portion of the year to date overrun is attributable to the above-referenced chunky payments and should be reduced as we move forward. However, it is concerning that our year to date roof repair expenses are \$13,600 over budget as we are moving into the rainy time of year. The Building Remediation account (Contingency) had a balance of \$681,000 at the end of March, which will be utilized increasingly over the next several months as R. L. James increases the pace of its work. With regards to Reserves, Karen reported our PCM accountant has now correctly posted the year to date reserve collections to conform with the allocations spelled out in Association's approved budget. Karen Domaratzki made a motion (**Motion #2**) to ratify the March Financial Reports. Joe Gianino seconded the motion and it passed unanimously.

Drainage System Improvements by Buildings 12, 14 and 25: Dave Carter discussed the progress that has been made over the past two months in designing improved drainage systems for the areas around buildings 12, 14 and 25. Crest Engineering analyzed the topography by these three buildings and developed engineered site drainage plans which include new trenches and underground piping to move water away from the buildings and into parking lot drains (for buildings 12 and 25) and into the lake (for building 14). These plans were converted into scope of

work documents that were sent to three grading contractors that were asked to submit bids for the field work. Crest Engineering evaluated the three bids, identified some inconsistencies and errors that the three bidding contractors had made in estimating work quantities, and made some adjustments to the submitted bid estimates to allow a better "apples to apples" comparison. West Coast Landscape and Lawns had the lowest evaluated bid estimate (\$30,900) followed by Eagle Site Development, Inc. (\$37,791) and Elite Development Services (\$39,435). Crest Engineering recommended that the Association award the work to Westcoast Landscape and Lawns after meeting with them in the field to verify all bid quantities. Dave Carter made a motion (**Motion #3**) to negotiate and award a contract to Westcoast Landscape and Lawns, at a cost not to exceed \$33,000, for construction of the drainage system improvements by Buildings 12, 14 and 25 as designed by Crest Engineering. Joe Gianino seconded the motion and it passed unanimously.

Meeting Adjourned: Joe Gianino made the motion (**Motion #4**) to adjourn the meeting. It was seconded by Joe Joseph. Motion passed unanimously and the meeting ended at 10:20 am.

Minutes prepared by Dave Carter

*Approved at June 17, 2019
Board mtg
Dave Carter*