



Board Meeting Minutes
March 16, 2021
4012 Crocker's Lake Blvd.,
Sarasota, Fl. 34238
10am

Determination of Quorum: Present in person were: President Dave Carter, Vice-President/ Treasurer Karen Domaratzki, Secretary Joseph Joseph, Director Joe Gianino. Present via telephone was Director Charlie Benedict.

Glenn Aitelli, Association Manager, was also present in person.

Call to order: President Dave Carter called the meeting to order at 10am.

Proof of Notice: President Dave Carter acknowledged that the notice was posted at the clubhouse and website according to Florida Statutes.

Approval of Minutes: February 23, 2021: David Carter made a motion (**Motion #1**) to approve the Board Meeting Minutes from February 23, 2021. This motion was seconded by Joe Joseph and was approved unanimously.

President Report:

- Dave Carter confirmed that everything is on track on the Building Remediation Project. Building 1 is approximately 60% completed with half of the stucco completed. Stucco demolition and damage discovery work has started on Building 2..
- Two legal claims are in progress:
 - **Hurricane Irma Roof Damage Insurance Claim-** We are waiting for the engineer's report to proceed.
 - **Lawsuit against Insurance Agents for making error in preparing policy application.** We are suing for negligence and waiting for a scheduling order to set date for a trial.

Treasurer Report: Karen Domaratzki gave an update on the January financials. The Association's operating expenses were approximately \$20,200 over budget in January due primarily to the timing of the major tree trimming and lawn reseeding work. Expenses for those projects occurred in January while the budget spreads out those expenses across the year. Administration was \$4,200 under budget in January due in part to the way that insurance expenses are budgeted. Building Maintenance was \$14,500 under budget because we had no drywall repairs or roof repairs in January. As of the end of January, there was about \$2 million in Reserves accounts and \$1 million in the Building Remediation Contingency account. Karen made a motion (**Motion #2**) to ratify the January Financials and accept the Treasurers written report as an appendix to the minutes. Joseph Gianino seconded the motion and it passed unanimously.

Manager's Report: Glenn Aitelli announced that there were 15 leases and no sales during the month of February.

Monthly accomplishments:

- 1) Tennis court lights were repaired

- 2) Crepe myrtles were pruned
- 3) Hot Tub water heater was repaired
- 4) Damaged downspouts throughout the complex were repaired/replaced
- 5) 7 pool umbrellas Repaired
- 6) Shower by Pool B was repaired
- 7) A gate lock by Pool A was repaired

Old Business:

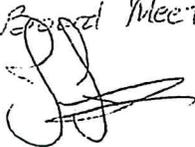
- **Water Meter Replacement Program Status-** We have inspected meters in about 90% of the units and have replaced 141 water meters to date. 98 of the water meter replacements were paid for by the Association and 43 were billed to owners. 93 invoices totaling to \$21,843.61 have been sent to owners to collect the costs of water meter replacements and/or unbilled consumption. There was discussion about options and protocol for following up with owners who do not pay those invoices. Board members will confer with the Association Attorney on those matters.
- **Water Heater Inspection and Replacement Status-** Water heaters in 90% of the units have been inspected and to date 130 notices have been sent to owners of water heaters that were more than 10 years in age. 84 of those old water heaters have been replaced and 18 others will be replaced later this year when owners are able to travel to Sarasota. Owners who do not respond to the initial written notice (sent via both a letter and an email) are sent a second written notice one month later. If they do not respond within one month after the second written notice, they are deemed to be in violation of the Association's documents and will be fined \$100 per month until the water heater is replaced, up to a maximum fine of \$1,000.

New Business:

- **Building Power Washing-** Discussion was held with regards to pressure washing contract for buildings 4, 10, 14, 17, 19, 22, 24, 25, 26, 27, 28 and the carports. The building power washing will include all exterior walls as well as the breezeway walls, floors, and stairways. Dave Carter made a motion (**Motion #3**) to award the contract to Performance Pressure Washing for \$4,950. Joe Joseph seconded the motion and it passed unanimously. It was agreed that we will also request a bid from Performance Power Washing to pressure wash just the breezeways in the other residential buildings.
- **Water Heater Violations (Violations List #28):** The board was furnished a list identifying 10 units with water heaters that are more than ten years old and whose owners have not responded after receiving two written notices to replace their water heater. They will be fined \$100 per month until they show proof that they have replaced their water heaters. Dave Carter made a motion (**Motion #4**) that these 10 units be included on Violations List #28 which will be sent to the Fine Hearing Committee. Karen Domaratzki seconded the motion and it passed unanimously.
- **Other Violations (Violations List #28):** The board was furnished a list and set of pictures identifying 18 violations of Association documents pertaining to items left in breezeways or stored or hung in balconies or lanais. Dave Carter made a motion (**Motion #5**) to refer those violations to the Fine Hearing Committee. Karen Domaratzki seconded the motion and it passed unanimously.

Adjournment: Dave Carter made the motion (**Motion #6**) to adjourn the meeting. Joe Joseph seconded the motion and is passed unanimously. The meeting ended at 11:05 am.

Minutes prepared by Glenn Aitelli.

*Minutes approved at April 13, 2021
Board Meeting*


Treasurer's Report: February 2021

Submitted by Karen Domaratzki, VP & Treasurer

In February the Association's **operating expenses** were \$11,500 under budget. This was primarily due to a drywall expense recovery of \$23,700. The Association had paid for a drywall repair in the past and was now reimbursed for this expense. (Glenn will elaborate). There were a number of expense lines that were over budget in the month: Roof repairs at \$10,900 were \$7,100 over budget; Fire safety was \$2,300 over budget as we paid for both the annual sprinkler and fire hydrant inspections; irrigation repairs were \$4,100 over budget, and misc admin expense was \$3,600 over budget due to the cost of the mailing for the annual members meeting. Water meter replacement was \$15,600 over budget as we paid invoices that were dated in 2020 for the purchase of the meters, and this expense should have been recorded in 2020. When we prepared the budget in October we expected that we would pay for the water meters and the bulk of the plumbing cost for their installation in 2020 and receive the reimbursement from owners primarily in 2021. That is not the case, and as a result we will be in a budget shortfall for the meter project in 2021, rather than a surplus. Its simply timing – the cost of the project is the same but the budget years are off. But the excellent news this month is that the replacement of the water meters is beginning to have a positive impact. Our water bill from the county is steady and on budget, but the amount we are recovering through payments from owners is up. Specifically, in February the Assoc was billed \$23,300 for water and collected \$22,100 from owners, meaning that the net water expense for the Association was \$1,200 for the month. Last year this figure was running around \$5,800 a month. On an annual basis our water expense could be \$40,000 - \$50,000 lower than in 2020. This is better than we had forecast.

Despite these expense overages, every other category was under budget, resulting in the Association being \$11,500 under budget for expenses for the month. Our budget surplus for February was \$26,000 when fees and other misc. income are added in.

Year-to-date, operating expenses are \$8,700 over budget, due primarily to the large annual tree trimming which I discussed last month. But when year-to-date fees and other misc income are added in, we are right on budget, with a break-even position, which is exactly where you want to be.

Turning to the **balance sheet**, Accounts Receivable from owners is virtually unchanged at \$173,700 and 5 owners account for \$129,000 or 75% of this.

Reserves continue to grow and stood at \$2.2 million. The **contingency rebuilding** fund had \$1.1 million on hand to continue to fund the project.

I move that the February financial statements be ratified as presented, and the Treasurer's Report submitted to the minutes as a report, posted as an attachment.

Draft resolution to be approved by the Board on June 1,2020 and then filed in the Association's permanent records file

**BOARD RESOLUTION 2020-1
VINTAGE GRAND CONDOMINIUM ASSOCIATION, INC**

Whereas, it is in the best interests of the community that the all water and sewer service utility service charges that are billed to the Association are promptly paid by the individual unit owners via the sub-metering system in accordance with Section 7.1 of the Declaration of Condominium, as amended in 2020, and

Whereas, there are approximately 142 unit water meters that are reporting zero usage with the vast majority of those units being occupied and using water with no corresponding payments by the owners of those units, and

Whereas, zero usage may be caused by a defective water meter, which the owner of the unit must replace at owner expense, defective wiring that is the responsibility of the Association, or a vacant unit, and

Whereas, the Board of Directors has investigated these issues, consulted with a licensed and insured plumbing contractor, and determined that it is necessary to initiate and complete a comprehensive program to eliminate defective meters and/or wiring in accordance with the Plan to address Vintage Grand's Current "Zero Reading" Water Meters dated May 22, 2020, copy attached and incorporated herein (Water Meter Plan).

Now therefore, upon due consideration of the foregoing, the Board of Directors adopted the following Resolution at a duly noticed and convened Board meeting held on June 1, 2020.

1. The foregoing recitals are true and correct and incorporated herein.
2. The officers and management are authorized to initiate and complete the Water Meter Plan.
3. All costs and expenses shall be a common expense and paid out of the operating funds of the Association except for the cost to replace defective water meters which shall be an owner responsibility.
4. Owners of units with a defective water meter shall be invoiced the \$318 cost with collection pursued in accordance with Section 7.5 of the Declaration of Condominium, as amended in 2020, in the event payment is not received within 30 days of the date of the mailed invoice.
5. A charge for any water and sewer utility services that were provided to a unit owner but not previously billed to that unit owner's utility account plus any applicable fixed charges and administrative fees, up to a maximum charge of \$250 per unit, shall be invoiced to the applicable unit owner in accordance with Section 7.4 of the Declaration of Condominium, as amended in 2020. Collection shall be pursued in the event payment is not received within 30 days of the date of the mailed invoice.

Dated: June 1,2020



Secretary

**BOARD RESOLUTION 2021-1
VINTAGE GRAND CONDOMINIUM ASSOCIATION, INC**

Whereas, it is in the best interests of the community that the costs of water and sewer utility services billed to the Association are promptly paid by the individual unit owners via the sub-metering system in accordance with Section 7.1 of the Declaration of Condominium, as amended in 2020, and

Whereas, the Board adopted Resolution 2020-1, copy attached, on June 1, 2020, and

Whereas, the Association is able to ascertain the actual amount of water supplied to a unit as part of the process of replacing defective water meter equipment and/or wiring, and

Whereas some unit owners have failed to pay for the cost of water and sewer utility services provided to their unit necessitating that the Association take further action to collect outstanding amounts due, and

Whereas, the Board of Directors has determined that it is necessary to delete and replace Paragraph 5 of the 2020-1 Resolution to limit the offer to cap outstanding charges and to otherwise authorize and clarify collection procedures.

Now therefore, upon due consideration of the foregoing, the Board of Directors adopted the following Resolution at a duly noticed and convened Board meeting held on April 13, 2021.

1. The foregoing recitals are true and correct and incorporated herein.
2. A charge for documented water and sewer utility services that were provided to a unit owner plus any applicable fixed charges and administrative fees shall be invoiced to that unit owner. The form of Invoice is attached as Exhibit A. If payment is received by the Association within thirty (30) days from the date of the Invoice, the amount charged for water usage not billed via the normal monthly procedure due to defective water metering equipment and/or wiring shall be capped at \$250 per unit. The offer to cap the liability of the unit owner shall be automatically revoked in the event full payment is not received within thirty (30) days from the date of the Invoice and the Association shall thereafter demand and pursue full payment for all water supplied to the unit together with the costs of collection, including reasonable attorney fees and court costs. The Association may pursue one or more of the collection procedures set forth in Section 7.1 of the Declaration of Condominium and other remedies available in law or equity.
3. The remainder of Board Resolution 2020-1 shall remain unchanged.

Dated: April 13 2021


_____, Secretary



Invoice

Vintage Grand Condominium Association, Inc
4012 Crocker's Lake Blvd
Sarasota, FL 34238
vintagegrandadm@gmail.com

INVOICE #
DATE

TO:

FOR Water Meter Replacement and/or Unbilled
water and sewage consumption.

Descriptions	Amount
Water Meter replacement	\$318.00
water and sewage consumption due to defective meter or wiring or meter not registered with NES:	
Unbilled water and sewage consumption invoiced (max \$250, amounts under \$10 waived)	\$250.00

If you have any questions concerning this invoice please refer to the June 2020 President's Letter and April 2021 Board resolution available

Total \$568.00

Make all checks payable to Vintage Grand Condominium Assoc Inc
Mail checks to the Vintage Grand office at 4012 Crocker's Lake Blvd, Sarasota FL 34238
Payment is due within 30 days.