

MINUTES OF THE BOARD MEETING  
OF THE  
MARINA BAY CONDOMINIUM ASSOCIATION  
APRIL 9, 2014

The meeting of the Marina Bay Condominium Association Board of Directors was called to order at 3:00 PM in the Marina Bay Condominium clubhouse. Present were Steve Campbell, President, Barry Beauvais, Vice President, Directors, Nancy Wright and George Strasdas, and Officers, Barbara McAnlis, Secretary and Treasurer, Chris Beauvais. Cady Jamason, our Property Manager from Sea Breeze Community Management Services was also in attendance as were 9 unit owners. A quorum of the board was present for the purpose of doing business. The notice of the Board Meeting along with the agenda was posted on the bulletin boards in both the 1030 and 1036 buildings 48 hours before the meeting as required by the Florida Statutes.

President, Steve Campbell announced that the Board had received a letter of resignation from Director, Camilla Hutchins on February 24, 2014. Later in this meeting a new director will be appointed to fill the remainder of Camilla Hutchin's term. A copy of this letter is attached to the minutes.

Reading of the Minutes

Secretary, Barbara McAnlis, read the minutes of the Board Meeting of November 22, 2013. George Strasdas moved to accept the Minutes as read. Barry Beauvais seconded. All voted in favor.

Treasurer's Report

Treasurer, Chris Beauvais, gave the treasurer's report:

- Operating Account                      \$158,536
- Reserve Account                         \$168,663

Manager's Report

Property Manager, Cady Jamason reported on the ongoing maintenance and unit owner issues. These items are covered in more detail in the weekly Manager's Reports which are made a part here of by reference and which are available for inspection upon request.

Unfinished Business

Announcement of Ratifications: The President announced the following Board matters were approved without a formal Board meeting:

**Pets:** The Board decided at the November 22, 2013 Budget/Board Meeting that pets of incoming Marina Bay owners and renters must be present at the screening and that a pet health certificate showing weight and current inoculations be submitted. There will be no certificate of approval issued without meeting the above mentioned criteria. This instruction still needs to be added to the application by our management company.

**Electrical shorts:** Ultima Lighting repaired shorts on pole lighting at a cost of \$1,700.

**New auditors:** The Board approved new auditors, Friedman, Feldmesser & Karpeles, at a cost of \$4500.

**Welcoming Committee:** The committee held it's first social gathering which went very well.

**Unit #404:** Surtreat Concrete Restoration, Inc. repaired concrete in unit #404 at a cost of \$840.

**Termite Treatment:** The Board approved a contract with Huelett for \$15,930 (the best price of the three companies bidding) for the treatment of termites in the 1030 building. The

1036 building was also inspected and was found to be termite free.

**Elevator:** Ultima Lighting replaced light bulbs in the elevator for \$259.50.

**Visiting Pet:** The Board received a request from a unit owner to allow a visiting pet. The Board voted 3 “yes” & 2 “no” (email vote).

**Roof Repair:** Campany Roofing continued sealing the additional flat roof sections. With the sealing of the last three sections, all of the flat roofs have now been newly sealed. The following is a list of the latest roof sections that have been sealed under the warranty agreement of five (5) years with Campany Roofing and the cost of the latest work:

Units #415, 416, 417, 418 & 419	\$9,243
Units #401, 402, 403 & 404	\$7,745
Units #420, 421, 422 & 423	\$7,430

**Roof Maintenance:** The Board entered into an agreement with Campany Roofing for maintenance of the flat roofs. The terms of the agreement are: Two (2) roof inspections a year for \$1000. With this new maintenance contract it is hoped that the Association can get as long as ten (10) years out of the flat roofs.

**Gutters:** Campany Roofing installed gutters at a cost of \$2,025

**Unit #100:** The Board approved the purchase of a new refrigerator costing \$450 for unit #100 which is one of the Association's rental units.

**Units #403 & #318:** Surtreat Concrete Restoration repaired the balcony railing wall and column in units #403 & #318 at a cost of \$1,840.

**New Handicap parking:** There were two (2) requests for an additional handicap parking. The 1036 building already has three (3) so that request was denied. An additional handicap space by the 1030 building was approved.

**Dumpster areas:** The association signed an agreement with Paul's Picture Perfect Painting for repair of the sidewalk areas leading to the dumpsters at a cost of \$990.

**Insurance:** The Board renewed the Association's liability insurance for \$22,673.72, which has been financed at 4.4% for one (1) year.

**Tree Trimming:** The Association received a quote of \$1,440 from Carol Chevelon Lawn & Tree to trim 120 palm trees at \$12 each.

**Locating Manholes:** Resident, Bob Stothard, located two drop manholes that are part of the sanitary sewer system for both buildings. The manholes were covered by 6-inches of dirt and grass. There are 6-inch main lines running under each building that are prone to clogging, and it was hoped that these lines could be cleaned from the manholes. This is not the case, but the manholes had to be located to determine this. Bob's efforts saved the Association \$600 over the commercial quotes received.

**Unit #303:** A hurricane shutter request was approved for unit #303 for the purpose of having the shutters upgraded.

**Unit #311:** The renter in unit #311 requested reimbursement for damage to the front of her car due to a rebar protruding from the concrete stop at the front of her parking space. The Board decided it was an issue for her insurance company.

**Elevators:** The Board rejected a bid for \$84,300 for a strictly cosmetic update on our elevators like replacing the doors, etc. The Board is going to concentrate on updating the mechanicals by 2015, as required by law. (See previous minutes for projected cost.)

**Proposed Amendments To Documents:** Pending amendments need to be stated in formal legal language before they can be voted on by the entire membership at the time of the annual meeting. It was decided to address this at the end of the third quarter so as to give time for the attorney to put them in the proper legal form. A notice might go out in the newsletter to the membership asking for suggested amendments. The amendments, if approved by the Board, would be included in the notice of the annual meeting along

with a ballot.

### **Further Unfinished Business**

**Unit #317:** The Board discussed the tenant in unit #317, who has been found to have a male friend living in the unit on a daily basis. After several requests were made, the male friend completed a screening form and was found to have a criminal record including a felony conviction. After discussion, the general consensus was that it was in the best interest of Marina Bay that the male friend be evicted from the property. Barry Beauvais moved to pursue legal action to have the male friend evicted. George Strasdas seconded. All voted in favor.

**Dog bite:** The Board discussed an incident that occurred on January 26, 2014, wherein a Marina Bay resident was bitten by a dog owned by the occupant of Unit #121. The Board has never received official notification that this dog was on the premises. An updated resident form was sent to Sea Breeze on Aug 20, 2013 and no pet was listed on the document. After investigation it was discovered that this Unit is owned by Dennis F. Dorsey and Doris Dorsey, but the Unit currently is occupied year round by their son, Dennis L. Dorsey (tenant, approximate age 60). Dennis F. Dorsey and Doris Dorsey were issued the certificate of approval. The son, Dennis L. Dorsey, never received approval for occupancy by the association. The dog in question was on a leash in the walkway of the mail foyer in building 1036, and lunged unprovoked at the resident biting him on the thigh, breaking the skin. The Property Manager has received two other complaints about this dog and has notified the Owner and tenant by mail that the dog must be removed from the property. In response, the Unit owner or tenant hired an attorney and has threatened the Association with litigation. The Association's attorney informed the Owner by letter that the dog may remain on the property if muzzled when outside the Unit and a certificate of health is furnished indicating that the dog has had all mandatory shots and meets the weight restriction under the Association rules. After discussion, George Strasdas moved to continue legal action and legal defense against the owner or tenant. Barry Beauvais seconded. All voted in favor.

### **New Business**

**New board member:** Barry Beauvais nominated Tony Zambos, owner of Unit #124, to fill the board position vacated by the resignation of Camilla Hutchin. George Strasdas seconded. All voted in favor.

**Parking Lot:** The President announced that no special assessment will be required to resurface the parking lot. The project is scheduled for June, 2014. The President requested that the Property Manager obtain time lines when requesting bids for the work.

**Landscape Committee:** Chairman, Neil Steinburg, is overseeing the removal of dead plants and roots on the west side of the north front parking lot. These were an eyesore.

**Clubhouse Rental:** The Board discussed changing the clubhouse rental agreement. Barry Beauvais moved that tenants be required to pay a \$100 refundable cleaning deposit and a \$100 non-refundable fee to rent the clubhouse. Owners will pay a \$50 refundable deposit and a \$25 non-refundable fee. George Strasdas seconded. All voted in favor. President Campbell requested that the statement, "In order for a reservation to be valid both the deposit and rental fee must accompany the application" be added under the signature line on the rental application. Further, the application shall include the notice, "No parking is available for clubhouse events. All parking is off-site and is available on

the public road but not in Marina spaces. Violators will be subject to towing.”

**Unit #113:** President Campbell suggested that a letter from the Association's attorney be mailed to the Owner demanding that the owner refurbish the Unit which has been completely gutted. Nancy Wright so moved. Barry Beauvais seconded. All voted in favor.

**Parking violation:** The Board discussed an ongoing problem with the tenant in Unit #315. The tenant has two cars parked in guest spaces, leaving vacant the unit's assigned space in the lower rear covered parking area. The tenant continues to use two guest spaces despite several notices and despite one of the cars already having been towed. The Board, by discussion, decided to mail the tenant one more letter (final notice) demanding that one of the cars be parked in the Unit's assigned space, and if the notice is not honored, that one of the cars again be towed. There will be no more warnings. There was no motion, second or vote on this matter.

**Units #100 & #313:** (Units owned by the Association): The Association can purchase a \$25,000 wind damage insurance for the interiors of these for \$100 per year per Unit. Barry Beauvais moved to purchase the coverage. George Strasdas seconded. All voted in favor.

**Bulk Email Forms:** Secretary McAnlis reminded owners to fill out the bulk email form and mail it to Sea Breeze. This will enable Unit owners to get notifications of board meetings, social events or any maintenance issues that are important to Marina Bay.

The President requested that unit owners having any issues with the operation of Marina Bay talk with any Board member. Board members work hard to do a good job and are willing to answer any questions and concerns.

There being no further business, George Strasdas moved to adjourn the meeting. Tony Zambos seconded. All voted in favor. The meeting was adjourned at 4:35 PM.

Respectfully submitted by:

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Barbara McAnlis, Secretary