

The Ocean Ritz of Daytona Beach Condominium Association
2900 N. Atlantic Avenue
Daytona Beach, Florida 32118
August 23, 2017
Social Room 6:00 PM

Call to Order Ron Ashton called the meeting to order at approximately 6:00 pm.

Establish Quorum - A quorum was established as follows:

President – Ron Ashton	Present
Vice President – Casey McDevitt	Present
Secretary – Alex Saucedo	Present
Treasure – Annie Ekstrom	Absent
Director at Large – Tom Knowles	Absent

Secretary's Report: Alex Saucedo

Review of the July 19, 2017 meeting minutes.

Casey McDevitt asked that the minutes be amended to state that “**only the social room windows facing east**” would be quoted for Hurricane shutters. Casey then moved to accept the meeting minutes for July 19, 2017. Motion was seconded by Ron Ashton. All Members in favor all to accept the minutes

Treasurer's Report: Prepared by Annie Ekstrom. Presented by Michelle Rucker-Penland in Annie's absence.

As of July 2017. See attached.

Cash on Hand:	\$638,085.72
Available Cash on Hand:	\$464,184.95
Reserves:	\$596,036.16
Earmarked Funds:	\$148,501.30
• Mezzanine (\$97,259)	
• Beach Stairs (16,722)	
• Parking Deck Fence (\$28K)	
• Generator (\$6,520.30)	
July Reserve Available Balance:	\$447,534.86
Operating:	\$42,049.56
Earmarked Funds (Generator)	\$25,399.47
July Operating Available Balance	\$16,650.09

Alex Saucedo moved to accept the treasurer's report and Casey McDevitt seconded the motion. All in favor.

Manager's Report: Michelle Rucker-Penland, Property Manager

AT&T update: Installation is expected to start mid-September with an expected completion date of December 31, 2017.

Backup Generator: The temporary backup generator will remain at the northwest end of the garage exit driveway until TAW delivers and installs our new one. Expected completion date on or around September 26, 2017.

Complaints/Suggestions/Appreciation: All verbal complaints and/or suggestions will need to be in written form going forward to be taken into consideration. Forms will be available at the front office. Once

filled out the forms will be reviewed by the manager and forwarded to the Board when necessary. Anyone wanting to show their appreciation to a staff member, Board member, and/or owner should pick up an appreciation form at the front desk. Sentiments of appreciation will be shared with the individual(s)

Annual Members Meeting and Election: The Annual Members Meeting and Election is held on the first Wednesday in December. This year this falls on December 6, 2017. The meeting will be held in the social room at 8:00 pm. The first notice will be emailed or mailed approximately 60 days prior to the meeting and will include information on Board of Directors nominations, and proxies. Please make sure to carefully read and return by the date indicated.

Committee Reports: No reports. The next Events Committee Meeting will be held on Thursday, September 7, at 2:00 pm. Casey McDevitt passed along that the next Décor Committee will have a meeting in the fall. The dates and time will be posted well in advance.

Old Business:

Mezzanine and Parking Garage Repair: Ron Ashton called for a brief adjournment to allow owners the opportunity to visually see firsthand some of the issues that have been revealed through core sample testing. The walkthrough began in the maintenance/gym hallway. Casey described the hallway and lobby as “leaning to the south” A large crack is also visible on the wall in the center of the hallway. Engineers were brought in to determine why these issues were occurring. The engineers bore a hole and went underneath the foundation to find there is four-foot space and sand... no rebar or beams in place. The sinking area has been measured and monitored over the last five years with little if any change in the first 3 years or so. On the last annual inspection, approximately a year ago, an approximate drop of a quarter to three eights of an inch of a drop was noted.

The walkthrough continued outside to the mezzanine area. A board was removed so residents could see exposed rebar that was never set in concrete. Ron further explained how no footings were ever put in place during building construction. Some of the non-weight bearing columns are basically sitting on sand only. Fortunately, all the weight bearing columns appear to have been constructed with proper footers in place. The next bore sample opening allowed residents to see into the hallway leading from the garage to the building due to additional improper construction.

A resident asked if any legal action could be taken due to improper construction and inspection of the building. Ron and Casey explained that our attorney was previously asked about this and she informed the Board that there is a 10-year statute of limitations on both issues.

Casey reached out to Keystone Engineering for recommendations and options on how to best address the distressed concrete in the Mezzanine area. It is Keystone’s recommendation that pavers be used to allow for less costly removal and reinstallation to attain access to the area under the walls, rather than to have to excavate a reinforced concrete slab. They further suggest that a non-skid tile be used on the north and south exits to mezzanine area as well as the front door to reduce future maintenance cost and allow for movement to prevent tile from cracking. The front door that was damaged during Hurricane will also be replaced with a new door under Flores Hagar and Associates bid. The doors on the north and south end will be shaved down to allow for the different level of the mezzanine after repairs.

The Board of Directors asked our attorney if a vote with 75% approval would be necessary to proceed with the Mezzanine repairs. She informed us that a vote would not be required due to the emergency of needed repairs and how it negatively affects the integrity of the building.

The total cost to remove existing concrete, install footers where necessary and install pavers is \$176,000. Ninety-seven thousand dollars was previously collected in the Hurricane Matthew assessment. The Board has determined that the balance of \$79,000 can be taken out of the reserves.

Casey McDevitt made a motion to proceed with the Mezzanine repairs. Alex Saucedo seconded. All voted in favor.

The Mezzanine repairs are considered as phase one of the overall concrete restoration project. Phase two will be the parking deck and garage. Phase three will be the entry/exit ramps leading to the parking deck, with the possibility of using pavers (if future vote passes). Further discussion on phase 2&3 along with a visit from the project engineer and contractor to further detail the scope of work and answer owner's questions and concerns will be scheduled later.

Storm Shutters: Michelle provided three estimates for the Social Room windows. After some discussion, it was determined that motorized roll down shutters provided by Eddy Storm Protection was the best option.

Casey McDevitt made a motion to award the shutter contract to Eddy Storm Protection. Alex Saucedo seconded. All voted in favor

Rules and Regulations:

Several residents expressed concern over a party that was held in the social room since items were sold for profit. Michelle contacted the Division of Business and Professional Regulations in Tallahassee to ask if there was a conflict. They stated that if there wasn't anything in our rules to prevent the room from being used for business purposes; then there is no conflict in doing so. Our attorney also had the same response when asked.

The secondary concern was the length of time (8 hours) the social room reserved.

Both concerns will be further investigated and discussed to gauge whether any rules need to be amended or rewritten.

Open Forum: A resident suggested alternating monthly Board meeting start times between 6:00 and 7:00 pm to allow for more participation. Further consideration will be given to this request.

Adjournment: With no other business brought to the floor. Casey McDevitt moved to adjourn the meeting at 7:34 pm. Alex Saucedo seconded the motion. All voted in favor and the meeting was adjourned.

Respectfully submitted,

Alex Saucedo, Secretary

Approved: _____