

The Ocean Ritz of Daytona Beach Condominium Association
2900 N. Atlantic Avenue
Daytona Beach, Florida 32118
November 15, 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	Absent
Treasure – Annie Ekstrom	Absent
Director at Large – Tom Knowles	Present

Secretary's Report:

Review of the October 18, 2017 meeting minutes. Casey McDevitt made a motion to accept the meeting minutes as written. Tom Knowles seconded the motion. All members in favor to accept the minutes.

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

As of October 31, 2017. See attached.

Cash on Hand: \$642,637.84

Available Cash on Hand: \$465,712.07

Reserves: \$610,826.03

Earmarked Funds: \$148,501.30

- Mezzanine (\$97,259)
- Beach Stairs (\$16,722)
- Parking Deck Fence (\$28K)
- Generator (\$6,520.30)

October Reserve Available Balance: \$462,324.73

Operating Ending Balance \$31,811.81

EF (Generator) \$25,399.47

EF (ATT Comm) \$ 3,025.00

October Operating Available Balance \$3,387.34

Casey McDevitt moved to accept the treasurer's report for October 31, 2017, and Tom Knowles seconded the motion. All in favor, motion passed.

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

AT&T update: Phase I, installation of wiring in the hallways, has been completed. Phase II, installation of wiring in individual units, is underway and about 50% completed. View pricing for AT&T by googling AT&T U-verse. Once on the website enter the zip code for Ocean Ritz (32118) to view pricing in the Daytona Beach area.

Washing of Balconies: Washing of balconies for November is scheduled for Saturday, November 25, 2017 between the hours of 10:00 am – 12:00 pm. Only buckets of water and a mild detergent can be used (NO CHEMICALS)

Dumpsters: A quote was received from LB Fabricators in the amount of \$9,800.00 for two dumpsters. The City of Daytona quoted \$65.50 rental fee per month, per dumpster. The rental dumpster is a 2-yard plastic container. The plastic will not hold up to heavy trash being dropped from an upper floor causing it to bottom out. We're waiting on another quote from Boon Containers, in Ocala, a company Waste Pro uses. More info to follow.

Hurricane Irma update: The A/C motor blower, that provides A/C to each floor's hallway, and the circuit breaker for one of the pool heat pumps was replaced. The total for the two items is \$1,741.62. After replacing the circuit breaker, the heat pump didn't return to operation. A heat pump has been ordered and is expected to be delivered by the end of the week. The cost for the heat pump is \$5,350.00, bringing the total expenses incurred from hurricane Irma to \$9,995.69. Michelle is working with our insurance agent to file a claim with our Machine/Boiler Equipment Breakdown policy for the heat pump.

REMINDER: Annual Members Meeting and Election is on Wednesday, December 6, 2017 at 8:00 PM in the Social room. The Second Notice will be mailed, or hand delivered, on November 17, 2017. The Second Notice includes a limited proxy. Please follow all instructions and return Ocean Ritz, to arrive, no later than December 5, 2017. There is no election during the Annual Members Meeting, on December 6, 2017, only two Notices of Intent for Candidacy was received by the deadline.

Committee Reports: Jackie McDevitt discussed topics of the Décor Committee's meeting on November 13, 2017. The Events Committee had a Meet and Greet on November 11, 2017. It was a success with 50+ attendees. A yard sale in October brought in a profit of \$204.07 to use for future events. See attached meeting minutes for both committees.

Old Business:

Mezzanine and Parking Deck Repair: The Mezzanine Deck is expected to start soon. Currently were awaiting permitting. All forms and documents have been signed and submitted to Volusia County Clerk of Court.

Spectrum Bulk Package: A formal letter has been issued to Spectrum notifying them of cancellation for the bulk service package as of January 31, 2017. We extended an invitation for Spectrum to have a representative on Ocean Ritz Property to discuss services available and pricing with residents. Spectrum hasn't committed to a time or date for a representative at this time. AT&T is on schedule with the installation of wiring.

2018 Proposed Budget: The 2018 Proposed Budget was discussed during the October 18, 2017 meeting and forwarded to owners for review. After a brief question and answer session, Casey McDevitt made a motion to accept the 2018 Budget. Tom Knowles seconded. All in favor, motion passed.

New Business:

Dryers: Due to a FIRE HAZARD an inspection, of each unit, was performed by maintenance staff. In 2016 a rule was adopted requiring all existing dryers to vent into a dryer vent/lint trap, instead of the wall or ceiling. During the inspection we discovered 33 units, not in compliance, out of the 45 units with washer and dryers installed. Although, this was allowed in previous years the Board of Directors has been informed this is a Fire Hazard and Safety issue for the entire building. Lint has built up between the concrete slab and drop ceiling, of the bathroom, and can explode should there be a spark within the unit. A certified letter, to cease and desist the use of the unit dryer, was sent to owners in violation giving 30 days to correct the violation by removing the dryer vent from the wall, or ceiling, and install a

vent/lint trap. A follow-up inspection will be performed in 30 days, from the date of the letter. Owner's can purchase a dryer vent/lint trap at their local hardware store (Lowe's, Home Depot) or online for approximately \$15.00. This can be installed by the owner with ease. Once installed owner should contact the office so, maintenance can re-inspect. The Association is looking into a solution to remove the lint within the ceiling.

Hot Water Heaters: During the inspection the condition of the water heater, and manufacturer's date stamp, was noted. Due to a FLOOD HAZARD a rule was adopted in 2016 requiring all water heaters replaced every ten (10) years. Maintenance discovered 43, out of 121, units have a hot water heater dated as early as 1990, up to 2007. Most of these units are rusted, with one having a small leak. A letter, informing owners who have a hot water heater 10+ years in age, will be sent to notifying them the hot water heater must be replaced within 60 days. It is highly recommended the hot water heater valve be replaced at the same time due to the age of the valve. A licensed and insured plumber is required for replacing the hot water heater, and/or valve. A copy of their license and insurance policy must be on file at Ocean Ritz prior to any work starting. Hot water heater removal, and installation, must be done Monday – Friday between the hours of 8:30 am – 4:30 pm. Contractors are responsible for disposing of the old hot water heater. **Water heaters cannot be disposed of in Ocean Ritz's dumpster.** When replacing the valve, water to the unit will need to be shut off. If the unit doesn't have a main water shut off installed it will require shutting down water to the entire stack and must be scheduled at least 48 hours in advance. Water shut down of the entire stack is done on Tuesdays and Thursdays between 10:00 am – 1:00 pm. Check with the office for available dates. A re-inspection will be performed after 60 days by maintenance.

Social Room Reservations: The Board of Directors received three (3) written complaints for an event, on November 4, 2017, in the social room. The social room was reserved by an owner and used to sell merchandise. The complaints received consist of using the social room as a business, the business was open to outside guest and their invitees, advertisement and solicitation of flyers be distributed at the front door as residents, guest, and others entered the building. These complaints are a violation to Ocean Ritz Declaration of Condominium, By-Laws, and General Rules. A violation letter was sent to the owner.

Casey McDevitt motioned to amend Ocean Ritz General Rules by adding a rule prohibiting the use of any common areas as follows... "Unit owners, tenants, and guest, are prohibited from operating any commercial business or similar enterprise, posting signage, or other advertisements in any common area of Ocean Ritz Condominium, a private residential condominium. These areas include, but are not limited to the Social Room and Lanai areas." Tom Knowles seconded. All in favor, motion carried.

Ron Ashton, President, appointed Vickie Reid as chairman of Ocean Ritz Review Committee. The Review Committee is a committee of five (5) members who will provide hearings on violations, and report to the Board of Directors their recommendations. The members of Ocean Ritz Review Committee are Vickie Reid (205), Debe Gantt (2004), Lynn Workman (2002), Pattie Ferland (1204), and Carl Eberle (1803)

Open Forum: Ron Howell has done some research on the weep hole covers for the new sliding glass doors. The current system doesn't stay attached and is a poorly designed system. Ron discovered a different weep hole cover that fits snug and doesn't fall out. See attached information.

Lynn Workman brought to the attention of the Board and management some issues of cleanliness in the lobby area, garage entrance and hallway carpets. This will be addressed by management.

Vickie Reid asked the Board why a directory of owners is not longer provided. Florida Statute 718 changed and no longer allows personal information on a community directory. A directory with owner's name, parcel (unit) address, and unit number is allowed. Phone numbers, emails, etc. are not allowed without the consent of an owner. Owner's interested a directory, with unit owner name, unit number and address, are available, by request, at the front office.

Adjournment: With no other business brought to the floor. Casey McDevitt moved to adjourn the meeting at 6:58 pm. Tom Knowles seconded the motion. All voted in favor and the meeting was adjourned.

Respectfully submitted,

Alex Saucedo, Secretary

Approved: _____

Minutes prepared by Michelle Rucker-Penland, in the absence of Alex Saucedo, Secretary.