

## Palm Yacht & Beach Club Board Meeting

Date: April 21, 2023

Time: 1630 - 1820

Clubhouse and via Zoom

| Time | Agenda/Event                                         | Discussion/Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| 1630 | Meeting called to order at 1630 by Fern Alexanderson | All board members present<br><i>Fern Alexanderson, William Kennedy, Javier Reynaldos, Kathy Schwab, Stacey Tynion, Peter Watson, Jim Ramsburgh</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 1632 | January 19, 2023 minutes reviewed                    | <i>Motion to approve Kathy Schwab, second Bill Kennedy, minutes unanimously approved</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 1634 | President's Report                                   | <p>Review of annual member meeting topics:</p> <ol style="list-style-type: none"><li>1. Contractor hours - member encouraged to review work hours with the contractor prior to initiation of project</li><li>2. Seawall and Roof- Research is underway on each issue based on local seawall regulations and insurance issues. All decisions will be made once all information is available and fully disclosed to the membership.</li><li>3. Discussion of working capital vs slush fund.<br/><i>Working capital is used for necessary PYBC expenses, not a board discretionary slush fund</i></li><li>4. Clubhouse awning issues - <i>installing an awning like one damaged in the hurricane would cost approximately \$25,000 with an average life of 7 years. More permanent ideas will be reviewed and will require a special assessment.</i></li></ol> <p><b>Other topics:</b></p> <ul style="list-style-type: none"><li>• Committee development is underway and will be published in Buildium when complete.</li><li>• Discussion of an urgent request by Sunset Lane access between villas 16. 17 sewer issue. Denied due to member (4) opposition.</li><li>• Notice to members that HW6 and H06 are required to be on file in the office, please provide them ASAP.</li><li>• Discussed recent truck purchase from working capital funds. <i>Noted this is a necessary expense for the daily management of PYBC</i></li><li>• A new keyless entry lock has been placed on the</li></ul> |

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|      |                                                                  | <p>PYBC office door.</p> <ul style="list-style-type: none"> <li>• Suggestion that street parking be made available for owners that require home health assistance. <i>The rules committee will review.</i></li> <li>• Landscaping issues. DoveTail landscaping company resigned over denial of request for an additional cost (\$7,200) in their contract and refusal to replace plantings damaged by recent spraying.</li> </ul>                                                                                                                                                                    |
| 1700 | Treasure report - Javier Reynaldos                               | <ol style="list-style-type: none"> <li>1. Year-end report demonstrates \$3,000 under budget.</li> <li>2. January report on unbudgeted items <ul style="list-style-type: none"> <li>• White fly remediation</li> <li>• Necessary golf-cart maintenance</li> <li>• Pool issues</li> </ul> </li> <li>3. \$3000 spent to date on roof repairs (leakage at flat and pitched roof connection)</li> <li>4. Appraisal reports on Villas inspections for wind damage insurance are underway for insurance cost estimates. Roof replacement cost assessment underway (request of premium reduction)</li> </ol> |
| 1708 | Marina, Docks and Seawall committee - Jim Ramsburgh/Ben Jacofsky | <ol style="list-style-type: none"> <li>1. All marina slips are occupied, with 15 members on the waiting list.</li> <li>2. Marina, docks, and seawall committee will review and update the rules.</li> </ol> <p>The suggestion is under advisement that boats that require electricity for refrigeration or air conditioning be charged for electricity use via individual meters.</p>                                                                                                                                                                                                                |
| 1711 | Bylaws and Rules committee - Stacey Tynion                       | Transitioning to Kathy Schwab all questions and suggestions for committee consideration.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 1712 | Sewer Project                                                    | <p>No report</p> <p>Request from Villa #37 for reimbursement for the cost of fill under the bathroom where backfill was not completed by Bob Smith Plumbing.</p> <p><i>Action: discuss with Rick Moran, bring back to March meeting</i></p> <p><i>Motion by Javi Reynaldos, second Jim Ramsburgh, approved 7-0</i></p>                                                                                                                                                                                                                                                                               |

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| 1715 | Buildings, Grounds and Equipment committee - Bill Kennedy    | <p>1.Landscaping contract - three companies interviewed.</p> <ul style="list-style-type: none"> <li>• TurfsUp Landscaping - bid \$133,200</li> <li>• Rain Forest Management - bid \$297,000</li> <li>• New Leaf Lawn Care - \$243,000 includes daily site management for landscape debris, ants, pesticides and white fly</li> </ul> <p><u>Member questions:</u><br/> <u>Helene DeSerres noted she had worked with Turfs Up</u><br/> <u>Rosemary Kuntz asked what Dove Tail had charged.</u><br/> <u>\$104,390 with request for additional \$7,200</u></p> <p><i>Action: Motion by Jim Ramsburgh to offer contract to Turfs Up Landscaping with a 60 or 90 cancellation clause, if services are not satisfactory. Second by Fern Alexanderson. 7-0 board approval.</i></p> <p>Committee will continue to review other companies</p> |
| 1720 | Architectural Standards committee - Jims Ramsburgh/Lee Buquo | <p>Alteration Request:</p> <ul style="list-style-type: none"> <li>• Villa #4 request approval for obtaining permits for tree removal due to interference with power lines. The owner will pay cost of removal and replacement (if necessary) - <i>Motion to approve by Fern Alexanderson, second Javi Reynaldos, Approved 7-0</i></li> <li>• Villa #32 creation of patio under trees where shade prevents grass growth - <i>Motion Javi Reynaldos to approve, second Jim Ramsburgh Approved 6-0, 1 abstain</i></li> <li>• Villa #4 instillation of water purifier - motion to approve Jim Ramsburgh, second Javi Reynaldos, <i>board approved 7-0</i></li> </ul>                                                                                                                                                                    |
| 1722 | Long Range Planning committee - Peter Watson/Jim Coates      | Update: Street light project to replace 80 street lights with 24 volt ac circuits progressing as planned.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 1724 | Property Manager report                                      | <p>1. Work orders: 158 work orders have been completed 12 in progress since 1/1/2023</p> <p>2. House painting is behind schedule -10 houses held over from 2022. Villa 28 and Villa 33 are up next on the schedule.</p> <p>3. Work team has been filling holes near sea walls with rock,concrete and covering with sand. 10 yards of sand has been ordered.</p> <p>4. Clearing of debris and tree trunks left by FPL</p>                                                                                                                                                                                                                                                                                                                                                                                                            |

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|      |                   | <p>trimming</p> <p>5. Tree trimming at 15 villas to prevent roof damage since the landscaping company did not complete this work.</p> <p>6. Roof (7) repairs due to water leaks after recent heavy rain. Working with Clay roofers to manage 2 other leaks.</p> <p>7. Marina bumpers replaced at slip #1</p> <p>8. New product (roof sealing concentrate) being used for power washing of roofs that prevents mold/mildew build up. <i>Action will review cost vs budget.</i></p> <p>8. New uniforms have been ordered for the PYBC staff (wick-away fabric) three shirts and three pairs of pants for each man.</p>                                                                                                                                                                                                                                                                                                                                                        |
| 1729 | New Business      | Bandit 1200 chipper designed to handle palm tree debris will be delivered 2/22/2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 1730 | Member questions  | <p>1. Villa #72 - work order placed in December for weather striping and not yet addressed. <i>Bobby will work with the member to complete the project.</i></p> <p>2. Villa #78 - noted grass needs replacement after septic tank removal. <i>Javi noted all landscape repairs will be addressed by PYBC. Replacement sod will be purchased from the landscape company.</i></p> <p>3. Villa #72 - asked for the source of "working capital" (balance in the bank account) and why was the new truck taken out of working capital rather than a special assessment. <i>It was noted that the new truck was an urgent issue and is part of the daily work needs.</i></p> <p>4. Villa #72 - requested clubhouse awning also be taken out of working capital and replaced quickly. <i>It was noted the awning and other clubhouse needs are under investigation and would need a special assessment. Design concept drawings provided several years have been reviewed.</i></p> |
| 1740 | Meeting adjourned | Motion to adjourn Fern Alexanderson, second Javi Reynaldos, the board approved 7-0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

Attendance:

| Clubhouse          |    | Zoom                                       |  |
|--------------------|----|--------------------------------------------|--|
| Helene DeSerres    | 36 | 45 individual villa's accessed the meeting |  |
| Rosemary Kuntz     | 72 |                                            |  |
| George and Maryann | 55 |                                            |  |

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| Cumminings                   |    |  |  |
| Robert Roy                   | 66 |  |  |
| Alber Lebanc                 | 78 |  |  |
| Larry Mooney                 | 48 |  |  |
| Lily Prigioniero             | 15 |  |  |
| Richard and Barbara Southard | 34 |  |  |
| Lee Buquo                    | 16 |  |  |
| FrankTropepe                 | 17 |  |  |