

# SEA COAST CONDOMINIUMS



Board Meeting  
June 17, 2023

Jason called the meeting to order at 10:05 AM.... All board members were present with the exception of Sheri; therefore, a quorum was established.

Proof of posting of meeting was acknowledged by the Secretary

## **Minutes**

The minutes of the May meeting were reviewed. Dan made a motion to accept the minutes, Kevin seconded and the motion passed.

## **President's Report**

Jason welcomed all to the meeting and reported that we had about 5 owners participating on line and 10 owners present. Jason advised that we hired a Rental Service Manager, Donna Murphy and introduced her to everyone. Her duties will consist of handling all rentals, guest issues including relocations when necessary, handing out packets, rules, wristbands and parking passes - all things Rental including the RSF. Donna has a lot of experience with condo and rentals and lives locally. She is doing a very good job and is in the process of learning Escapia. At this time, we presently have 3 office personnel including our part time bookkeeper, working in the office.

## **Manager's Reports**

Jane advised the office is open 7 days week with Sunday hours being 1P to 5P.

She reported that we only have 4 late/ delinquent owners who owe for the month of June and one owner is 90 days late but that owner has some medical issues. Jane assured us that owner will pay it as soon as she is able. She also reminded all owners that payment is due on or before the first of each month.

Pool area...We are just completing replacing all the straps on our lounge and armchairs including 2 blue navy strapping being added which match all the umbrellas. The last batch of 10 chairs were picked up Friday for new strapping as well.

Grounds – She reported that both elevators are operational and looking very nice with their new interiors. We are hoping to complete all the working upgrades to the South elevator in the fall.

South State Bank – Our accounts are in the final process of being set up and hoping to be able to accept checks electronically.

Enforcing strict adherence to wrist bands and parking passes. Silicone band colors change each week so that no one “hoards” the bands in their unit as they will be of no use. Vehicles with no parking passes will be tagged to “tow”.

Jason notified everyone that we WILL be towing cars and says the Owner must accompany their guests to the office as passes and bands will NOT be given out to “just anyone” that asks. After a vehicle is found to not have a pass in their car window, it will receive a Tow notice and after 30 minutes, they will be towed! Jane advised she is in the parking lot at 10 AM each morning, so make sure your guests or renters, that come at night, go to the office before then to make sure they have a parking pass on their car.

### **Rental Board**

Linda designed and purchased drink koozies for renters and one for an owner which is great advertisements for us.

While speaking with Escapia rep, it was suggested that in lieu of charging a renter the 3% Credit card fee and an admin fee, we will now charge a Booking Fee of 6% which encompasses both. This will take affect beginning August 1<sup>st</sup>.

July rentals up 30% from last year and we are very full.

Mike talked about the new “check off” list for renters and thinks it will be very helpful. Jason then mentioned we had many dogs on our property the last few weeks and emphasized our existing policy of **NO PETS ALLOWED ON PROPERTY BY ANY RENTAL GUEST**. Regardless of how an owner rents their unit, through us or outside of Sea Coast, they need to make sure they advertise **NO**

PETS ALLOWED. If we find a pet on property by anyone ‘renting’, they will be asked to remove the dog and board them and a fine of \$100. will be levied.

An owner asked if an additional cleaning fee should be levied should a rental guest bring a dog. Jason advised that there will be an additional \$100. cleaning fee if a rental guest brings a dog into the unit. Julie asked if the Board is making a policy about this \$100. cleaning fee. Linda advised those renting through Sea Coast will have their credit card charged. We are discussing how to handle the \$100. cleaning fee for the rentals that are booked through outside websites.

Dan made a motion to implement the pet policy that is in place including the present fine policy, but was tabled at this time. Mike suggested that it should be called a ‘fee’ rather than a fine.

*Seawall Situation* – Jason advised that he is in constant contact with the company and our panels are being manufactured along with many other condominiums’ panels. The warehouse has about 100 feet of our panel but we need 300 feet and they don’t want to deliver partial amounts. Jason asked how many feet do they need to have on hand before they start but they won’t address that question. They know they are about 3 weeks out to finish the job they are on. Jason has a meeting with them next week. He does not think we will see construction start before mid to end July, but no promises. Julie asked about drainage and piping and she also asked about the steps to the beach and advised SC2 and 3 hired an architect.

*Building and Grounds* – Grounds are looking good and had nothing more to add. Jason mentioned the Landscape company will be on premises mid-July and put some new plants and edging and removing dead plants. They will fix our irrigation system as well, including new drainage with new valves. Jason also talked about landscaping updates.

Mike asked about the present shuffleboard court area and what to do in the future. Pickleball is just too noisy and not an option. Another owner mentioned a bocce ball court which could be a possibility.

Kevin gave an update on the stairwells that need attention and we have several emergency exit lights out that need to be fixed and that we need to remind owners who might need to make sure the A/C strapping of their unit on the roof is secure. Conrad said there are 3 or 4 units that need securing or attention including electrical boxes that are hanging and need attention. Kevin wanted to remind all owners that if you receive notification of your A/C unit needing attention and you do not address it, and there is damage, the owner will be responsible. Another owner mentioned that we need to make sure the springs on the pool gates are in

working order as a gate was standing open and that is a liability. We need to make sure the hinges on the gates are working and replace them immediately. It was also mentioned that the parking lot gate to the pool area is not closing properly and needs to be fixed.

**Treasurers Report**

*Account Balance Operation:*

1100 Operating Cash balance	per bank statement	\$ 47,662.74
1200 Reserve Balance	per bank statement	272,368.14
1210 Special Assessment	per bank statement	1, 283,737.88

*Reserve Balance in QuickBooks:*

1201 Building/Paint	( 710.00)	98,504.32
1202 Roof	(1,250.00)	85,987.64
1203 Parking	( 200.00)	24,921.52
1204 Deferred Maintenance	( 2,000.00)	62,954.66
Insurance Reserve		0.00
Interest 5/31/23		15.53

*Total Reserve Balance per QuickBooks* 272,368.14

*1100 Income*

5001 SeaCoast Monthly Maintenance Fee Payments	42,510.53
5002 SeaCoast RSF Payment	0.00
5003 Unit 112 Income	0.00
5004 Laundry Income	963.75
5006 Special Assessment	336.57 (interest Unit 512)
5100 Other Income	0.00
5005 Interest Income	2.43
5007 Parking Pass Income	0.00

Total Income for May 2023 \$ 43,803.28

Sheryl made a motion to accept the Treasurers report, Kevin seconded and the motion passed.

**Old Business** - Upcoming election paperwork to be distributed. Jason reiterated that Dan and Conrad will not be able to run for the Board in 2023-2024 so we know of at least two openings and looking for passionate people that will be available to serve and willing to dedicate their time. Conrad also mentioned how often he is here and we need people who want to help in any way possible.

**New Business**

Sheryl brought up starting an RSF committee and asked if there are any owners interested in being on the Committee. Sheryl, Donna and Linda, will serve and Julie agreed to be a member. Linda advised we earn about \$100,000 a year from the RSF and we could easily double that if all owners that rent contributed. Jason reiterated its good for everyone and helps ensure our HOA dues will not skyrocket. Please let Sheryl know as soon as possible if you are interested in assisting on this committee and brief meetings will be held via Zoom.

Dan added that when the RSF was started, the rental service fee was 10%. He said that the Board needs to figure out what items are included in the RSF.

Linda added that \$679,000 was earned by owners from booking rentals in 2022 and so far, in 2023, owners that rent have earned \$802,000 in rental income so our RSF should increase. The RSF offsets the cost of the wear and tear of the facilities and amenities, additional maintenance, security, consumption of utilities, including heating the pool in the winter, higher liability insurance rates associated with allowing short-term rentals, and providing 50% of Sea Coast Management, Inc Salaries.

Mike asked about tile work on the walkways and the foyer. Kevin advised that we are addressing that issue but Jane mentioned we need a tile man as David really is not skilled at tile work. Jason asked Jane to get some bids to work on our tiles and make sure they are familiar with cathodic protection which is under all the tiles except by the elevators.

Jason would like to have discussion on a list of things we need to budget for 2023-2024.

Assessment items – Building improvements

Tile work – replacement and fix

Railing painting – by balconies and pool. Jane said we are using a salting compound that David is doing.

Balconies and walkway need to be painting  
Pool fence painting or refurbished.  
Front door of each unit – painting and/or replacing.  
Building Roof – cost of replacement  
New Pool heaters

He emphasized that in 2025 Florida Senate bill SB-4D goes into full effect. This condo safety and inspection milestone bill will require all condo HOA's to hold at least 25% of their total assessed value held in Reserves. As an example, if Seacoast has assets valued at \$2,000,000 then we will be required to have a minimum of \$500,000 in our Reserve account. If we do not have that amount, then we MUST, by law, assess ownership for the delta.

Each year we typically are able to waive 100% of the Mandatory Reserves via an ownership vote. Depending on our future financial situation, we ay not be able to waive the entire Mandatory Reserve amount, therefore this delta would need to be collected from ownership. We will have a Resere Specialist review our assets in 2023/early 2024 so we can plan for any Reserve requirements. More will be communicated as this process unfolds. We did pass our first milestone inspection with minimal citing that were not of great significance.

Dan said in 2000, we had many more assessments because we did not have enough in our Reserves. Today, we are in better shape, but we need to make sure our Reserves are plentiful.

A motion was made to adjourn the meeting at 12:45 AM  
Our next meeting will be held on July 15, 2023.

Respectfully submitted,

Sheryl Kolessar  
Board Secretary