



Board of Directors Meeting

February 14, 2024

Approved

- Meeting called to Order at 9:02 AM
- 20 present in room, 25 on Zoom
- Roll Call: (P =Present, C = Conference Call, A = Absent, Z= ZOOM)
President Karen Smith = Z, Vice President Fred Booth = P, Secretary Peter Mellow = P, Treasurer Janice Watson = P, Director DeDomenico = P, Director Julie Amato = P
- With 6 members present, a quorum was confirmed.
- Chairman Smith confirmed that a proper meeting notice was posted for the Board meeting.
- Chairman Smith asked for a motion to waive the reading of the minutes for December 13, 2023.
Motion was made by VP Booth to waive the reading of the minutes. 2nd by Director Amato, Vote to waive the reading was unanimous
- **President's Report –**
 - We had excellent attendance at workshop put on by Matt Mullins. This helps to keep owners up to date. This is not a roof replacement but a roof restoration.
 - Karen and Janice met with Lora Kelly our insurance representative who said that we would have to stay with Citizens insurance due largely to the construction still ongoing. She said we should not expect a decrease in insurance cost and can expect a 20% to 35% increase. Expects it to stabilize over the next few years.
 - Parking – We have new parking decals for owners. They were given out to some earlier than we had planned as we wanted to explain how this would work. Owners get ONE Resident sticker per deeded parking space. If they have a second car, they will get a hanging tag with the unit



number and marked as SECOND car. We need to track this as more people are bringing more than one car.

- Owners who rent – 75% of renters had no idea that construction was going on. This has caused time being consumed in the office as renters come to complain about the noise. We have modified the rental application to include a statement that the renter understands we have construction happening. They need to initial that they understand. Additionally, if a renter has a problem in a unit (plumbing, A/C, Electrical, etc) this is to be taken up with the owner, NOT the office. Tortuga is not a rental agency and does not handle these issues.
- Dale – he is extremely busy as he is involved with the construction projects coordinating issues that arise, in addition to his regular duties. He is NOT here to handle individual unit owners' issues (replacing light bulbs, bringing packages to unit, replacing flapper in toilet, etc). Please respect his time and responsibilities by not asking him for these individualized services.
- Replacement of tables and umbrellas at pool – Dick Booth donated the funds to pay for the new umbrellas as the old ones were breaking, due in part to age but also because people don't close them at the end of the day. The wind has broken several of them due to not being closed. The tables were old and heavy and made of fiberglass that if broken would be a hazard. The new tables are lighter and made of plastic so much safer. The chaise lounges were sent out to have accent stripes put on and cleaned up. The cost of this was offset by the spreading of mulch by owners rather than paying landscapers.
- Noodles will not be taken away. DON'T take full size floats to use in pool.
- Make sure you update the office with any new contact information (legal mailing address, telephone, email)

Committee Reports

● Landscape – Doug Smith

- Not doing much now due to construction. The turf will be repaired by the contractor. Seagrapes were cut about 2 weeks ago. Herb garden planters in back of pool area. Will be set up after construction.

● Building Committee – Doug Smith

- Reports of the progress from engineering company are posted every week on the website. This gives pictures and narrative of the progress.
- Seeing increase in flaws from when building was originally built. See the pictures posted for more detail.
- Start/Completion schedule that was sent to owners is very tentative and gets updated every week or so. Don't count on those dates.



- Building C has most of the stucco restoration work. B and A have much less.
- Roofing project is more of a restoration project than a replacement.

- **Treasurer's Report – Janice Watson**

- Lots of cash on hand. We have two accounts, Cadence for operating expenses and American Momentum for special reserve projects.
- Year end financial report ending December 2023 has been posted on the website. They will have a full audit through Casey Management in the next few months.
- We have about \$65,000 2023 operating surplus and about \$167,000 unused regular reserve spend.
- We have some owners that are dropping off checks in the office for making their quarterly and special assessment payments. The office is not responsible for getting the checks to the bank. Would strongly encourage owners to use ACH which will take the payment from your bank account.
- We have had seven (7) Change Orders on the roofing project that are over and above the contracted price we have. These are mainly in building B and C. Tortuga will have to pay for those Change Orders that total about \$589,000. We don't know about building A yet and we expect it to be fewer change orders than B and C estimated at over \$200,000.
- The building restoration project scope has changed from the original bid due to issues found and broader scope. That is about \$300,000 over the original price.
- The project engineering is larger due to the change in scope and extension of project length.
- The docks came in higher than planned due to changes that were needed.
- Summary: Roof restoration is about \$800,000 over plan, Building restoration is about \$300,000 over plan and other projects a little over. We have \$886,000 in contingency. We have unused regular reserve from 2023 plus the regular reserves to be collected this year through COA dues that we can cross utilize based on the vote in January of about \$300,000.
- Change order costs are actual costs, no markup on material, etc.
- Until the project is done we will not know the final cost. It is possible that we would need another assessment, but that is not known now.
- President Smith thanked Treasurer Watson for keeping up on all this as it's complicated.

- **New Business**

- Docks – President Smith stated that we need to postpone the discussion about docks due to some issues with the dock rules that TurtleBay implemented. President Smith and VP Booth spoke to



our attorney about it but since that law firm was the originator of the easement between our two condominiums, she could not advise about. President Smith is contacting another attorney to discuss so we can move this forward.

- Executive Meeting to discuss personnel – this meeting was to discuss and approve the raise for Dale. It was approved and it was made retroactive to November 2023 when his performance review was due.
- Dryers – Secretary Mellow reminded the board of the motion that had been made and approved February 2023 to replace a washer in each building until all were replaced, not to exceed \$7,000. He went on to say that this motion should have also included dryers and it was an oversight. He explained that the idea is to replace a dryer in each building this year and a washer in each building the following year and so on, until all are replaced.
- **Motion: Secretary Mellow made the motion that starting in 2024 replace one dryer in each building and alternate with one washer in each building the following year until all are replaced. The cost not to exceed \$7,000.**
- There was some discussion on clarification and the amount of money brought in from the machines, but the motion did not change.
- **Motion was seconded by VP Booth.**
- **Motion passed unanimously.**

- Fining Committee – Secretary Mellow discussed the Tortuga fining/suspension committee. He reviewed the process and spoke about asking for volunteers to be on the fining/suspension committee should we have the need. He asked that anyone interested contact him or any board member.

- Car damage due to falling stucco – President Smith explained that an owner’s car was struck and sustained damage due to falling stucco from C building, not related to the restoration work. In fact it was before that work started.
- Three quotes were obtained.

- **President Smith made a motion to approve the amount of \$1,739.07 for Carmedix and up to \$600 to Safelite for windshield repair due to stucco falling from C building onto an owner’s car.**
- **Motion was seconded by Secretary Mellow.**
- **Motion passed unanimously.**

- 106C violations on renovations – VP Booth explained that 106C owner had presented to the board in November of 2023 an application to remodel that include the flooring and removal of interior sliders and painting. There was a blockage of a pipe and upon investigation found that



the scope of the renovation had expanded to master bathroom being remodeled including new shower pan, replace vanity in guest bath as well as replacing electric panel and added many ceiling lights. They were told to stop as they were outside of the scope nor had they obtained permits from the county. Discussed with the owner who claimed he was unaware of this. A letter was sent explaining what he needed to do to correct. He indicated that he would do what was necessary to correct. They currently have no permission to continue working. The shower pan was not inspected nor checked to see if cast iron pipes were behind the wall. Contractor claims electrician says no permit required for panel. Sarasota county will be contacted about the permit.

- Further discussion about permits and what happens if you don't get a permit.

- **Owner Comments and Remarks**

- Question on fining committee, should we have more than 3 if you have a dispute with one of the owners on the committee. Board can get another person to serve but this is typical to have 3. Bridget said that we could get an alternate if someone is travelling.
- Read signs at pool.

- **Motion to Adjourn at 10:20 AM by Secretary Mellow. 2nd by Director Amato.**

Motion passed unanimously.

- **Next Board Meeting will be on March 13, 2024 6:30PM**

Respectfully submitted,

Peter Mellow, Secretary

Note: These Minutes are summary in nature and provide a quick reference of the topics discussed at the meeting. A full video recording of the meeting is available on the website at www.tortugabeach.org/current-minutes and can be downloaded for your listening pleasure by referencing the meeting by date.