



Board of Directors' Meeting

December 11, 2024

- Meeting called to Order at 6:30 PM
- 10 owners present in room, 35 on Zoom
- Roll Call: (P =Present, C = Conference Call, A = Absent, Z= ZOOM)

President Karen Smith = Z, Vice President Fred Booth = Z, Secretary Peter Mellow = Z, Treasurer Janice Watson = Z, Director DiDomenico = Z, Director Julie Amato = Z

- 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 and approve the reading of the minutes for November 13, 2024.

Motion was made by VP Booth to waive the reading of the minutes. 2nd by Treasurer Smith , Vote to waive the reading was unanimous.

Motion was made by Director DiDomenico to approve the minutes. 2nd by VP Booth , Vote to approve the minutes was unanimous.

- **President's Report –**
 - Announced that Kathy D'Agata passed away this week.
 - Temporary power has been installed to those that did not have it. Some other units that had power have lost power. This required a new breaker on the meter be installed. They are about \$1500 per breaker so we hope that this isn't a recurring issue. We ordered a few extra just in case. If that doesn't work we have 4 additional temporary meter banks that can be used if we do continue to have a problem in a unit. We have placed the order for new meter banks that required a 50% deposit of \$229,173. We did that because the wait time was 30 to 40 weeks (and the wait time was continuing to increase) and we did not want to wait. We have requested that to be part of the insurance claim and hope that will be approved.



- Those replacing A/C **need to fill out the remodel form**. There is a place for A/C information. The process is quick to approve. Please keep a picture of the condenser for insurance.
- B elevator was working but is not working again as of this meeting.
- C elevator will be worked on by Florida Elevator.
- Fire pump is \$89,000 hoping that insurance will cover it although they originally said they would not.
- Bridget Spence has been working out of Tortuga office to help us. She has also had one of her office assistants to help as well. We continue looking for a permanent CAM but that has been hard with all that has been going on with SB-4 and the hurricanes. In the meantime, please be patient.
- Dynamic Engineering is completing the Structural Integrity Reserve Study and the Milestone report due to us in the next week.
- Dale has been power washing the windows and screens. This won't make them perfect but it will be much better than what had been blown against them. Owners are responsible for cleaning their windows, screens and the tracks.
- Dale is going on vacation. **DO NOT CALL HIM**.

Committee Reports

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

- Website has been updated with 2025 budgets and 2025 COA amounts as well as financial reports, 2023 Audit report and ACH forms.
- ACH forms for quarterly dues must be received by the 20th before the effective month.
- October 2024 financial reports are showing we are using up the 2024 budgets. We will not have a surplus mostly due to the hurricanes.
- 2025 dues coupons are coming out soon. Amounts by unit are posted to website. There was a minor mistake on the B category units. They will get new coupons by email and regular mail.
- Cash position \$151,000 in Cadence (regular expenses) \$1.4 million at American Momentum (special projects)
- We are owed \$80,000 from some delinquent owners. Please pay what you owe. Money is tight and we need all the money.
- Secretary Mellow asked if Treasurer was anticipating any more change orders and do we have enough to cover everything we expect. Treasurer responded that once all owners pay what they owe then we will have collected \$6.4 million and as of now have enough to cover what we expect to owe for the special reserve projects. That of course does not include if there are more change orders. President Smith said that all other investigations into problems have been



stopped. We will attack those over the next several years. Treasurer also said that the pool house roof replacement has been deferred as it does not impact safety.

- Greg Wolf asked if they needed to fill out a new ACH form if the amount changes. Treasurer said that it did not need to be done.

- **Landscape – Doug Smith (Given by President Smith)**

- Extensive garden cleanup has been completed by volunteers. This has saved Tortuga over \$60,000 to \$100,000. Thanks to the volunteers.
- Irrigation has been repaired. All the irrigation heads have been identified and marked by Dale.
- Replanting and turf repair will begin after roof and building work is completed so we are probably looking at end of February or early March.
- We have re-allocated some of the landscape money to the other projects.

- **Building Committee – Doug Smith (Given by VP Booth)**

- Roof and restoration are progressing on the revised schedule. Storms have put the original schedule off. Should have substantial completion by end of February. That means the roof is complete and work on the outside of the building is complete. That leaves the punch list. C building punch list is being created. B building is undergoing stucco repairs. A will start when B is complete.
- 95% of slab edges have been repaired.
- Damaged screens are undergoing repairs. Once they are complete they will be reinstalled.
- Pool cleaning and repairs is scheduled for early January. Debris was removed from pool and pool has been shocked with chlorine. Hopefully have the pool going by the end of January.
- Pool ceiling has been completed and the garage door has been reinstalled. Walls need to be painted and will be done in January.
- Court yard lanai's to be powerwashed in the next 35 – 45 days. May take a while to do as Dale is doing that with a member of RL James.
- President Smith said that if owners had a problem with their windows, that an itemized list has been created and sent to Absolute Windows.

- **New Business**

- Remodeling application:
 - 201C Owens,
 - **Motion to approve by Treasurer Second by VP Booth; All approve**
 - Wierzba 301C,
 - **Motion to approve by President Smith Second by VP Booth; All approve**



- Dwyers 300C,
 - **Motion to approve by VP Booth Second by Secretary Mellow; All approve**
- Keefe 104B
 - **Motion to approve by Director DiDomenico Second by Treasurer; All approve**
- Suspension of use of common and elements and voting rights for delinquent owners over 90 days Florida Statute 720.305 (2)(3)
 - Board met in executive session to discuss the delinquent owners. Two owners have been in arrears for over 90 days. Proper notices have been sent to these owners. Together they owe \$63,452.
 - **President Smith made a motion to suspend voting rights per statute for 306C and 501C. Second by Secretary Mellow. Roll call vote; VP Booth Yes, Secretary Mellow Yes, Director Amata yes, Treasurer yes, Director DiDomenico yes, President Smith yes. Motion passed.**
 - **President Smith made a motion to suspend use of common elements that includes the pool, social room, docks and fishing pier per statute for 306C and 501C. This includes owners, guests and renters. Second by VP Booth. Roll call vote; VP Booth Yes, Secretary Mellow Yes, Director Amata yes, Treasurer yes, Director DiDomenico yes, President Smith yes. Motion passed.**
 - President Smith stated that this is the last resort that the board takes and it is not done lightly. The owners are given warning that they are late and then it goes to legal and then to put a lien on the property if not resolved.
- Rental application and waiver
 - President Smith explained that we were advised by our legal to get waivers since we are lacking normal operations with elevators out, cords across hallways, active construction, fire pumps, fire alarms or backup generator.
 - If you are an owner we can't force you to sign. But we can require renters to sign. We need the rental agreement a month before the rent starts.
- Screens
 - President Smith explained that the board has decided not to allow the screens be put back up in the condition they are in. We are working this out with RL James and Dynamic Engineering to resolve.
 - Not all screens were affected. They were the ones that RL James tied to the trees.
- **Old Business**
 - Storage Rules
 - Discussed the added rule #28 about storage rules in the garage. There were comments sent to VP Booth. One question about beach buggies. It can still be in your space but stay in your space.
 - All storage must be in your space.



- Bikes can be stored in your space. No electric bikes being charged in the garage after hours.
- Motorcycles can be stored as long as it stays in your space.
- Cars/trucks cannot extend beyond the post.
- The height of a storage unit is grandfathered for those that already have them but if getting new please keep the unit in front of your space below the lattice.
- Baby pools were brought up. They can be in space but must keep everything in your space. If you have storage unit that stays below the lattice then pools and other items could be placed on top of it.
- Bikes can be hung but only from the existing holes. No hanging anything from the lattice block.
- Gas grill near B can be stored in B garage without the propane tank and the one near C can be disconnected from the gas hookup and stored inside the pool area.
- Rule will be updated to have wording to allow for the grandfathered storage units.
- VP Booth will update the rule and send out one more time with a plan to vote on it at the next meeting.
- Laundry and dryer price
 - The board approved leasing new washers and driers for C and B building.
 - In reviewing the price, we reviewed on-going costs associated with the laundry (water, electricity, repairs) and determined that a new price needs to be charged.
 - The price that we charge for all machines should be \$2.00 per wash and \$2.00 per dry.
 - We are not going to supply quarters from the office any longer as the new machines will only take credit cards. The machines in A building will continue to take coins but the coins will need to be obtained elsewhere.
 - **VP Booth made the motion to approve \$2.00 per wash and \$2.00 per dry in Tortuga laundry. Second by Secretary Mellow. All in favor. Motion passed.**

Other Comments and Remarks

- Director DiDomenico asked if we have the number of people running for the board. President Smith explained that there are three openings and we have four who are running.
- **Motion to Adjourn at 8:05 PM by Secretary Mellow. 2nd by VP Booth.**
Motion passed unanimously.
- **Next Board Meeting will be on February 12, 2025**



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.