

**BERMUDA GREENS CONDOMINIUM ASSOCIATION INC.  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
JANUARY 22, 2019 AT 3:00 PM  
CLUBHOUSE, 13136 CASTLE HARBOUR DRIVE  
NAPLES, FL 34110**

Present: Rob Blagg, Fred Demma, Willis Faust, Emi Lydem, and Steve Smith.  
Also present were about thirty owners and Clement J. Ross of Towne Properties.

**I. Call to Order.** Mr. Demma chaired the meeting and called it to order at 3:00 p.m.

**II. Certify a Quorum.** With five out of five directors present, a quorum of the board was established.

**III. Proof of Notice.** Notice was posted at the clubhouse and in all four mailbox kiosks on Friday January 18, 2019.

**IV. Approval of meeting minutes.**

*MOTION:* Ms. Lydem moved to approve the minutes of October 23, 2018, seconded by Mr. Faust. The motion carried with all in favor.

*MOTION:* Ms. Lydem moved to approve the minutes of November 20, 2018, seconded by Mr. Faust. The motion carried with all in favor.

**V. President's comments.**

Mr. Demma said the campus looks great and it's thanks to Steve Smith, Pat Sadler and Clement Ross our new property manager. Please give them a round of applause.

**VI. Treasurer's report.**

The chair recognized Rob Blagg who gave the treasurer's report. Transcription is below:

"Report December 2018.

"This is the last month of the year and our finances remain in excellent shape for the coming year. On the income side of the ledger, our Association Fees are just \$3.7K under budget. Only three residents are running late. This is compensated, in part, by \$2.8K in late, rentals, and application fees. Also the special assessment is fully paid up. The total spent to date on Hurricane Irma is \$74.7K in 2018 and \$69.5K in 2017 leaving \$76K for the remaining repairs on our soffits and the C-01 unit.

"On the expense side of the ledger we have a surplus of \$56K most of which is in the area of utilities -- signing bonus for Comcast. Any surplus will be rolled over in 2019 to the new Contingency Reserve fund to avoid paying taxes.

"The Reserve fund currently at \$854,584 less \$156,985 for insurance payback is \$697,599. The insurance payback will occur in monthly installments in 2019. Also \$150,000 will be added throughout 2019 from our quarterly reserve fees. The Contingency fund is now at \$109,989 after expenses for the engineering study of lake shore restoration."

Pat Sadler installed stakes to measure rate of erosion on all three retention ponds. We will continue to monitor rates of erosion.

Ms. Lydem:

- I have concern over the two-million dollar loan.
- 7 year at 3.9% taken out in 2014 for ten years
- 2021 complete
- 3-year balloon loan after seven years
- Propose evaluation of what we are to do with it?
- Leave as is?
- Take out another fixed 10-year loan to pay back this?
- There is no pre-pay penalty on the current loan
- It would be preferable to avoid the balloon loan for the last three years of the loan

Mr. Blagg:

- \$221K per year interest & principle is being paid on the current loan
- Or drive it down: Special Assessment or get another loan with a fixed price are options. Steve Smith raised the possibility of using some reserve monies to pay off the loan.

Ms. Lyden:

- Add to the agenda for the next meeting

Mr. Demma suggested putting the original committee back together that worked on the roof project under Rob Blagg.

## **VII. Committee reports**

### **A. Website Update**

Jan McCloskey

Website allows owners to contact Community Manager by email with questions or issues. Attachments to the email can also be added. A copy of the website email will be sent back to the sender for their records.

Soon we will have a tutorial on the website.

**B. Bocce – Bob Giese**

- Third week, good games, new talent, competitive year
- Heavy rain damaged the surface of the court & Pat Sadler patched it up. Good spectator attendance at the games.

**C. Social - Marilyn Demma**

- Pizza party went well. 59 people
- Wine and Cheese – 1/25/2019
- coming up is a Super Bowl Pre-Party
- Upcoming events will be posted
- Look to the mail kiosks for notices
- Annual meeting at the Imperial Golf Club clubhouse
  - Clubhouse has a dress code
  - No jeans
  - No t-shirts

**D. Landscape and Trees**

Steve Smith. Most projects are on hold until comcast is done with the fiber optic install.

There will be three new trees installed. Three flowering trees to be on the center Island by the bocce court. Previous trees were destroyed years ago by a hurricane.

There will be a few other plantings going on but only in areas not impacted by Comcast.

**VIII. Manager's report.**

Clement provided detail about the following:

- Three vendors have been contacted for proposals to take over pool and spa maintenance and provide a proposal for resurfacing.
- Clearwater, Sand Dollar and ER pools. ER pools is still forthcoming.
- Pavers at the entry way – PJ and her husband Ray have been testing chemicals and acid to eradicate the stains. They have not been successful.
- Leases and rentals. The data base is being built. It is still underway. An audit needs to be done of the documents in the files. The data so far is incomplete.
- Directory: Clement said he was working with Jan McCloskey for the version to be part of the website. Lots of data still to be entered. He also talked about PCI communications who do directories in a nice hard cover format by selling ads to local businesses. It costs the association nothing. [Admin Note: PCI said their minimum was 300 for a community directory.]

**IX. Old Business** (normally tabled items and follow up action)

**A. Lake and Road Construction**

Steve Smith:

- On hold for now as we are looking at resurfacing the pool and spa, as well as washing and treating the roofs. And roof loan already addressed.
- No road update for Hamilton Harbour Drive at the cul-de-sac at this time.

**B. Power Washing**

Steve Smith:

- Task is completed for this season.

**C. Southern Soffit**

Steve Smith:

- They are working on it now intermittently. Coming and going.
- Castle Harbour Drive and buildings O, P, and Q are done

Ms. Lydem asked if the car ports were on the schedule.

Rob Blagg indicated that the board had decided not this year.

**D. Comcast Update**

Comcast continues to install fiber optic wire in all the units. Some units were not installed due to lack of keys; others were not installed due to lack of conduit access. Pat Sadler & Clement are accompanying Comcast through the process.

**X. New Business.**

**A. Roof Cleaning**

Mr. Blagg:

Three companies were contacted for the RFP to clean the roofs.

Colonial who did the roof replacement. They use a product called Roof-A-Cide. They were the most expensive and come out every two years. Cost was \$63K.

EZ Exterior Cleaning. They use a product that is sprayed on and is rain activated. The chemical eats mold. Cost was \$37K for the first year.

Trafford Pressure Cleaning. \$26K initially and then they use a product that reduces cost to \$12K in subsequent years.

Work would be scheduled for the May-June time frame.

**MOTION:** Mr Blagg moved to approve the proposal from Trafford, seconded by Mr. Faust. The motion carried. Lydem abstained.

### **B. Annual Meeting - Proxy vote on amendments**

Steve Smith:

- Same question as last year with the language corrected. Last year the questions were thrown out due to errors in the wording.
- Two year wait before lease for new owners. Intent to discourage investors buying only for rental purposes. Does not apply to current owners or heirs.
- Year-round renters have cost the association money.
- Unit managed by realtor - \$5K in legal fees with unapproved lessees as we had to move toward eviction.
- Same with water damage from 2<sup>nd</sup> floor to 1<sup>st</sup> floor: \$4,000.
- Discovered a hot water heater from 1992 loaded with corrosion.
- Other maintenance issues: leaking toilet, HVAC Drain clogged with water intrusion into the downstairs unit, renter with a pick up truck\*, renter who was an entertainer and the disruptive noise.
- Banks don't like Condo associations with a greater than 10% quantity of units rented when there is a re-fi or sale.

\* Note: all incidents with renters have occurred since Irma except this one.

### **C. Rules - Window Coverings**

Emi Lydem:

- Exterior window coverings that are viewable from the street should be white.

**MOTION:** Ms. Lydem moved, seconded by Mr. Blagg, that all exterior window coverings, shades and drapes, viewable from the street shall be white. The motion carried with all in favor except Mr. Faust who voted no.

### **D. Other**

Carports - new gutters and fascia installed on all carports

Hamilton Harbour car ports painted last year.

**MOTION:** Mr. Smith moved to have Clement get proposals from painting companies for repainting carports on Castle Harbour Drive, O Building, and one carport at P Building. The motion was seconded by Mr. Faust. The motion carried and this became an action item for Clement.

### **E. Next Meeting**

To be determined

**XI. Adjournment**

There being no further business before the board, by proper motion the meeting was adjourned at 3:44 p.m.

The chair opened the floor to Owners' Forum which lasted until approximately 4:10 p.m.

*Respectfully submitted for your approval,*

*Clement J. Ross  
Community Association Manager  
Towne Properties.*