

# Royal Coast Condominium Association, Inc.

2000 South Ocean Boulevard, Lauderdale-By-The-Sea, Florida 33062 / Phone (954) 781-9791 • Fax (954) 781-0095



## Board of Directors Meeting Minutes October 1, 2018 @ 7:00 p.m. in the Lobby Hallway

The meeting was called to order by George Herrera at 7:00PM.

Board Members Present: **Bob Bellantoni** (President via phone), **Judy Cole** (Vice President via phone), **George Herrera** (Treasurer), **Lori Lenoble** (Director), **Bill Noraian** (Director), **Augustine Perrotta** (Director via phone), Bill Webster (Property Manager).  
Absent: **Anthony Caronia** (Secretary). A quorum was established

### Approval of Meeting Minutes

A motion was made by Lori Lenoble (**M1**) and seconded by Bobby Bellantoni to approve the July 30<sup>th</sup>, 2018 Meeting Minutes. The motion carried unanimously.

### Reports

Bobby Bellantoni provided an oral **President's Report** whereby he acknowledged Mike Connelly and others in keeping the project on schedule. Additionally, mentioned was the sound financial condition of the Association.

George Herrera provided a **Treasurer's Report** which is attached as part of the record.

Mike Connelly provided a **Lobby Renovation Report** which is attached as part of the record.

Bill Webster provided a **Manager's Report** which is attached as part of the record.

### Old Business

None..

### New Business

A motion was made by Judy Cole (**M2**) and seconded by Bobby Bellantoni to accept the designer and lobby committee recommendation concerning leaving the library in its current location.

Those in favor: Bellantoni, Cole, Herrera, Noraian, Perrotta. Abstained: Lenoble. The motion carried.

A motion was made by Bill Noraian (**M3**) and seconded by Lori Lenoble to adjourn the meeting at 7:48PM. The motion carried unanimously.

*Respectfully Submitted,  
Bill Webster, Property Manager*

<b>Income vs Expense</b>	<b>July 2018</b>	<b>July 2018</b>
	<b>Actual</b>	<b>Budget</b>
<b>Income Month of July</b>	\$104,900.00	\$105,200.00
<b>Income Year to Date</b>	\$745,000.00	\$736,000.00
<b>General &amp; Administrative Expenses</b>	\$4,900.00	\$3,500.00
<b>Insurance</b>	\$18,200.00	\$19,800.00
<b>Utilities</b>	\$20,900.00	\$21,500.00
<b>Maintenance</b>	\$1,049.00	\$16,766.00
<b>Payroll Expense</b>	\$34,487.00	\$39,467.00
<b>Bad Debt Expense</b>	\$4,166.00	\$4,166.00
<b>Total Operating Expenses</b>	\$83,834.00	\$105,281.00
<b>Operating Expenses YTD</b>	\$733,749.00	\$736,969.00
<b>Reserve Contribution</b>	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>	\$83,834.00	\$105,281.00
<b>TOTAL EXPENSES YTD</b>	\$733,749.00	\$736,969.00
	Year to date	
<b>Aging Sum. Misc. Receivables</b>	\$10,045.00	
<b>Prepaid maintenance Assesments</b>	<b>-\$57,824.00</b>	
<b>Aging Sum.Ext. concrete &amp; paint</b>	\$4,797.00	
<b>Phase 2 Special Assesment</b>		
<b>Maint. Late Fee Receivable</b>	\$275.00	
<b>Maintenance Assesments receivable</b>	\$17,037.00	
<b>Lobby Special Assesment</b>	\$15,348.00	

## Royal Coast Condominiums

### Lobby Renovation Update

October 1, 2018

Since our last report of September 4, significant progress has been made in all phases of the project. Update for this report, therefore, will be by area to give an accurate picture of our most current status:

- **Main Lobby** (includes all areas where terrazzo floors are, plus the sitting area on the north side and the mail room)
  - All walls and ceilings have been skim coated and sanded to a very smooth finish and have been primed. Two coats of light, off white paint to be applied beginning next week
  - All new high hat lighting being installed throughout—ongoing
  - New, matching baseboard molding installed throughout
  - Window treatments for sitting area and main lobby entrance ordered
  - All “rough “electrical work completed
  
- **Social Room**
  - New ceiling grid, new tiles and new lighting being installed—ongoing
  - All walls skim coated, sanded and primed. Two coats of paint to be applied within the next week
  - Built in installation and carpet installation pending, upon completion of painting
  
- **Kitchen**
  - Floor tiles etched for slip resistance
  - All walls skim coated and painted
  - Cabinet installation completed
  - Granite counter tops and appliances ready and on standby since kitchen door to parking lot is the primary entry site for workers and we don't want anything to be damaged

- **Pool Lobby**
  - Floor tiles etched for slip resistance
  - All walls skim coated, sanded and ready for primer and painting next week
  - New baseboard molding installed
  - All old signage removed throughout
  
- **Gym**
  - Currently the temporary location for the manager's office while that area is being renovated
  - Vinyl wall covering installation in progress—to be completed when manager moves back to his office
  - New ceiling grid and ceiling tiles installed
  - Mirrors installed
  - New electrical panel installed on north wall behind door
  - Working on installing fob access for users
  - Cabling for equipment and TVs completed
  - All windows measured and window treatments ordered
  - Rubberized flooring and baseboards to be installed upon completion of manager's office work
  
- **Back Corridor**
  - Floor tiles etched for slip resistance
  - Ceiling grid painted and new ceiling tiles and lighting to be installed
  - All walls skim coated, sanded and ready for primer and painting next week
  - Paint selected for covering all blue paint by apartments on lobby level
  - All new baseboard moldings installed
  - Custom trash cabinet in fabrication at millwork shop
  
- **Service Corridor (between service elevator and parking lot doors)**
  - Skim coating in progress to be followed by sanding, priming and painting
  - Floor tiles etched for slip resistance
  - All new baseboard moldings installed
  - All old signage removed

- New bulletin board to be selected and ordered
- **Garage Level**
  - Floor tiles etched for slip resistance throughout
  - Both north side (double door entry) and south side lobbies (single door entry) skim coated, sanded and ready for priming and painting next week
  - All new baseboard moldings installed
  - Stained glass piece being readied for installation on west wall of north entry. Glass has been cleaned and custom framing in fabrication
  - New bulletin board ordered

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## Monthly Manager's Report to Owners August – September 2018

**Women's Sauna** – Henry (HG Electric) with the assistance of Roger Barr, installed a new sauna heater.

**Exterior Pole Lights** – Henry (HG Electric) has begun pole installation. The fixture head will be exchanged for another selection more suitable to our wind conditions.

**West Stairwell Exit**- MCW has completed numerous step repairs. While doing so, it was discovered that the stairwell section located at the 11<sup>th</sup> floor needs to be replaced. The stair step pans holding the cement fill have corroded badly due to water intrusion during previous years. The engineer was called out to assess and make a recommendation on taking corrective action. Pictures attached.

**Outdoor Sculpture**- Maintenance completed adding stones to the base of the sculpture. Picture attached.

**Landscape** – Jose from Davey Tree was onsite for maintenance. We walked the pool deck area and I requested some improvements to the planter beds whereby more definition of the 3 tiers be manicured moving forward. He did brace the hibiscus tree and filled the planter bed by the southside gate.

**Vendor Site Visits**- This week Bass Fire & Security and Pro-Tech Security made a walk thru to submit proposals for our security camera system. Four vendors are being given until September 7<sup>th</sup> to make their submissions.

**Lobby Cameras** – Bass Fire & Security will re-cable all lobby and hallway camera connections with CAT6 wiring. While we have exposed ceiling space, this provides an opportunity to make the change and not compromise the new ceiling after completion.

**Fountain Spot Lights** – J&H Electrical has replaced the current flood lights with new LED fixtures.

**Fountains** – Maintenance has installed new stainless steel heads on the existing PVC piping to provide a more finished look.

**Hallway Fire Hoses-** After inspection, it was determined that 19 hoses and 3 nozzles needed replacement and have since been replaced. This corrective action will help document our progress with the LBS Fire Department and ELSS compliance.

**A/C Cooling Towers-** The circuit board controlling the west cooling tower has failed and will need to be replaced. The current board is 5 years old and located in a harsh environment without A/C. The fan is currently wired to run continuously until the change is made.

**Pool-** South Florida Boiler was called out to fix a leak in one of the re-circulating pipes. While onsite, the pool heater was activated.

**Hallway Carpets-** COIT has been scheduled for Thursday, October 11<sup>th</sup> to perform a deep clean extraction of all 15 floor hallways.

*Respectfully submitted,  
Bill Webster, Property Manager*