



# Dolphin Cove

## CONDOMINIUMS

April 26, 2023 Meeting Agenda

7:30 via Zoom

### Call to Order – Roll call of the Board.

- Mark Smith (President), Joe Smith (Treasurer), Stephen Kessler (Board Member in General), and Gregg Smith (Secretary) in attendance. Vince absent.
- Mark Elser announced that call would be recorded for the purpose of meeting minutes and once finalized recording would be deleted.
- Marylynn Mendel, Property Manager, Taylor Property Manager. was also present.
- Pledge of Allegiance
- Approval of the Agenda
  - Agenda was previously distributed for review. Joe made a motion to approve the minutes, Joe second the motion and Board voted 4-0-1 in approval of the agenda.
- Approval of Previous Minutes
  - Minutes was previously distributed for review. Joe made a motion to approve the minutes, Gregg second the motion and Board voted 4-0-1 in approval of the 3/22 minutes.
- Board also approved amendment to Parking Rules and regulation.
- Reports
  - Manager Report
    - 37 Census forms still outstanding
  - A list of storage locker requests
  - Bike Room Rentals/Renewals – bike room is full of 55 bikes registered. No more space available. Unregistered bikes to be removed on May 1<sup>st</sup>.
  - Pool Renovations Update – Fence to be installed in the next couple of weeks. Pump Room is complete. Gunite will be done by the end of the week. After that is done, the concrete

contractor will come in and repair the grass area in front of the pool and sand down the rough spots on the concrete. According to Crystal Blue, they will be done by Monday or Tuesday of next week and at that time Alenco fence can get in here to install the fence. All work expected to be completed in time to open pool over Memorial Day Weekend

- Office Area lobby being painted, and radiator covers will be replaced.
- Treasurer Financial Report
  - Joe shared on screen and reviewed March Financials.
  - Exceeded March maintenance by \$17k driven by plumbing.
  - Notices sent to nine residences owners that will go into collections if outstanding not paid.
  - Collections being actively pursued. Three months unpaid accounts go into collection.
  - 37 units owner who have not yet submitted accounts are being accrued at a fee of \$25 a day since April 1<sup>st</sup>. Notices have been sent.
  - Gregg made a motion to approve all expenditures and invoice ratifications, Stephen second the motion and board voted 4-0-1 in approval of the report.
- Facilities Report
  - Tennis Court pole and net to be installed and setup in the next couple of weeks. Cracks to be fixed and re-sealed.
  - Illegal Dumping: Have identified construction debris being illegally dumped into dumpster. Have contacted police on illegal dumping incident caught on camera.
- Presidents Report
  - 2 pending legal matters – both related to collections
    - ADR hearing schedule next week
    - Currently one matter in litigation
  - Gregg made a motion to approve presidents report, Joe second the motion and board voted 5-0 in approval. (Prior to the vote Vince joined the call)
- Old Business

- Orbit – Phase 1 meter replacement – I am waiting for a schedule date from Mark Ciasco with schedule date. Affected units to be notified in advance.
- Bike Room Rentals/Renewals – bike room is full of 55 bikes registered. No more space available. Unregistered bikes to be removed on May 1<sup>st</sup>.
- Pool Renovations Update –Gunitite will be done by the end of the week. After that is done, the concrete contractor will come in and repair the grass area in front of the pool and sand down the rough spots on the concrete. According to Crystal Blue, they will be done by Monday or Tuesday of next week and at that time Alenco fence can get in here to install the fence. All work expected to be completed in time to open pool over Memorial Day Weekend
- Pool Lighting – proposal received from Mattie electric that included replacement of 6 frosted globes, one light pole and pool lighting. Invoice totaled \$7,552.65. Gregg made a motion to approve option one, Joe second the motion and board voted in favor of approval 5-0.
- Landscaping: LMS provided proposed landscaping all six different areas. Details of work included reviewed in detail. Cost of proposal \$4,920 plus tax.
  - Mark made an amended motion to approve proposal and Joe second the motion to do front and rear of office and a for a \$500 rendering for around pool area. Board voted in favor 5-0
- Pool Pass Process- Letter send to unit owners yesterday.
  - 1BR units to received 4 passes and 2BR units to receive 6 Passes but only if in good standing. Letter went out on 4/25/2023 via email and those who don't have an email address received it in the mail. Passes will be distributed beginning May 1<sup>st</sup>.
- Office Area lobby being painted, and radiator covers will be replaced.
- N Building structural repairs – received two separate proposals. Follow up conversations need prior to final decisions being made.
- F05 Repairs – Unit reported water intrusion. Received three proposals. Most reasonable proposal from G Fedele in the amount of \$3,880. Mark made a motion to approve the proposal, Joe second the motion and board voted 5-0 in favor of approval.

## New Business

- Collection Policy – discuss accounts being turned over for collection.
- Invoice Ratification
  - Lobby Invoice for purchase of paint and radio covers and for purchase of postage machine. Gregg made a motion to approve invoices, Joe second the motion and board voted in favor 5-0
- River rock Replacement: Discussed getting proposal for river rock to replace patios that have been removed.
- Boiler shutdown for the season – Boilers to be shutoff on May 1<sup>st</sup> unless temperature are above state guidelines.
- Office lobby renovations discussed.
- Roofing proposal – proposal attached.
- Parking Passes: Announcement send out yesterday was in error. Two “hanging” parking passes will be issued per unit. Gregg made a motion to approval parking policy, Stephen second the motion and board voted 5-0 in approval.
- Comments and Announcements
- Public Forum
  - Christine Murphy: N2/N6
    - Asked question about structure issues. Structural engineer inspection identified need to proper ventilation to address moisture concerns in crawl space. Work includes floor joist replacement to secure floor to make those repairs.
  - Brian Stover: Unit Owner of
    - Asked about globe replacement. Inspection complete and multiple globes identified as needing replaced. Globes to be replaced in the next couple of weeks. Complained of landscaping issues and in the RTS complex
  - Monica: H12 Reported gutter over front window pouring water when it rains.
    - Mark to inspect this week and if unable to fix will get Fidele to address.
  - Christine Murphy: Unit N6 – Roof leak in unit, asking on timing of repair.

- Leak has been fixed but inside work has not yet been completed. Mark to inspect work to be completed tomorrow and align on who's responsibility.
- Leslie Seibel Unit owner H16. Reported lighting out outside of units especially behind C and H complex.
  - Marylynn to have Mark inspect.
- Dawn McGown Unit owner N19: ask if dumpster could be move.
  - Joe explained its is Aqua that required us to move them to where they are.
  - Dawn also mentioned that the flooring in her unit is sagging. She also thanked board members for their help.
- Christine Murphy unit owner of N2/N6. Ask about increase in HOA fee increase. Mark verified that 10% increase was accurate.
- Richard Storck unit owner of N1: Mention that area is dark around his place. Reported loud banging coming from boiler room.
  - Mark will be out this week to inspect.
- Adjournment
  - Mark thanked everyone for their patience and the board commitment to continue to improve the community.
  - Joe made a motion to end the meeting, Stephen second the motion and board voted 5-0 to end the meeting at 9:37pm.