

Royal Coast Condominium Association, Inc.

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



Minutes of the Annual Membership/Organizational Meeting January 8th, 2018 @7:30PM in the Social Room

Proof of Notice...Affidavit of mailing on file in management office.

7:30PM Maurice Martin/Election Committee Chair called the meeting to order.

7:35PM Maurice Martin announces that a quorum was not achieved...only 79 owners/proxies received.

7:40PM Outer envelopes verified

7:45PM Maurice Martin announced that the election is now closed and began opening ballots.

8:30PM Maurice Martin announced results of count...Caronia-68, Cole-64, Lenoble-62, Perrotta-66, Sorrentino-50 and Wakneen-59.

8:45PM Organizational meeting called to order.

R. Bellantoni	President	motioned by G. Herrera, 2 nd J. Cole, vote 7/0
J. Cole	Vice President	motioned by W. Noraian, 2 nd A. Caronia, vote 7/0
A. Caronia	Secretary	motioned by J. Cole, 2 nd R. Bellantoni, vote 7/0
G. Herrera	Treasurer	motioned by R. Bellantoni, 2 nd A. Caronia, vote 7/0

Motion to adjourn @ 9:00PM by A. Caronia, 2nd J. Cole, vote 7/0

Minutes Prepared by:

Peter J Watson/Property Manager

Royal Coast Condominium Association, Inc.

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Minutes BOD Meeting February 19th, 2018 @7:00PM in the Social Room

Proof of Notice...Posted 48 hours in advance.

Roll Call:

R. Bellantoni, G. Herrera, W. Noraian, A. Caronia, J. Cole, L.Lenoble, A. Perrotta
present

Approval of minutes:

BOD Meeting January 22nd, 2018 ...Motioned W. Noraian 2nd J. Cole vote 7-0

Exterior/Paint Update:

R. Bellantoni discussed the completion of the exterior/painting project. Final billing and payments are yet to be completed.

Lobby Project Update:

R. Bellantoni discussed the beginning of the project. The fountain tile work has begun. The gym construction will begin after several technical details have been resolved between the gym consultant and the design team.

Fire Safety Report:

P. Watson discussed the need to hire an engineer to develop the ELSS required by the town of Lauderdale by the Sea fire marshal. Florida Fire Protection Associates, Inc. brings a great degree of experience and technical ability as well as the talent to work with the fire marshal in developing a realistic project. The motion to accept the proposal from Florida Fire Protection Associates for \$9,000.00 was made by:
A. Caronia 2nd W. Noraian vote 7-0

Appointment of Ass't. Treasurer/ check Signers:

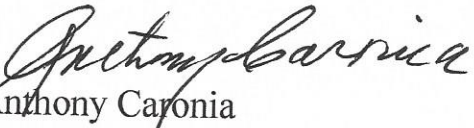
Asst. Treasurer/check signer: Fern Wakneen

Additional check signer: Loraine Lenoble/Director

Motioned by: G. Herrera 2nd J. Cole vote 7-0

Adjournment @ 7:40PM motioned J. Cole 2nd A. Caronia vote 7-0

Minutes prepared by,


Anthony Caronia
Secretary

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Minutes BOD Meeting January 22nd, 2018 @7:00PM in the Social Room

Proof of Notice...Posted 48 hours in advance.

Roll Call:

R. Bellantoni, G. Herrera, W. Noraian, A. Caronia, J. Cole, L. Lenoble, A. Perrotta
present

Approval of minutes:

Organizational Meeting January 8th, 2018 with the stipulated date
correction...Motioned A. Caronia 2nd W. Noraian vote 7-0

Treasures Report:

G. Herrera presented the December financials that show the association is in a
strong fiscal position.

Exterior/Paint Update:

R. Bellantoni discussed the final stages of the project and stated that all owners with
deficiencies' should put them in writing to the office for correction.

Lobby Project Update:

R. Bellantoni discussed the project to date. He reiterated that the contract has been
signed and work will begin shortly on fountain tile work. Cost for the project is
\$700,000.00 as specified in assessment approved by the board on October 23rd,
2017. It was determined that someone should be available during the project to
ensure the association receives the quantity and quality products specified in the

contract. The board has requested that M. Connelly and A. Siegel to perform this work.

G. Herrera motioned to accept their help 2nd J. Cole vote 7-0

After Hours Procedures:

P. Watson discussed the procedures in place to mitigate owner issues when staff has left for the day. All items should be addressed to security who have post orders to cover most situations. They will then call the appropriate person to address/solve the issue.

Pool Heater Operation:

P. Watson discussed the current pool heating. It is turned on at the first cold spell and remains on until the temperature is maintained by natural solar heating during the summer. The heater is then turned off to prevent unwanted condensation that promotes corrosion. The set temperature is 88°F.

Beverage Hut Discussion:

L. Lenoble presented a topic to address a beverage/Tiki hut on the pool deck. The board asked for clarification on the extent of the project. Mr. Wusylko (3F) offered to develop the scope of the project. The board accepted the offer and Mr. Wusylko will report back to the board with the details at the next meeting.

Adjournment @ 8:07PM motioned A. Caronia 2nd L. Lenoble vote 7-0

Minutes prepared by,

Peter J Watson
Property Manager

Royal Coast Condominium Association, Inc.

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Minutes of BOD Meeting
March 5, 2018 @6:30 p.m. in the Social Room

Proof of Notice – posted 48 hours in advance

Roll Call – R. Bellantoni, J. Cole, A. Caronia, W. Noraian, A Perrotta, L. Lenoble present
G. Herrera by phone

Approval of Minutes – BOD meeting February 19, 2018. Motion A. Caronia, 2nd J. Cole, vote 7-0

Discussion on personnel – R. Bellantoni announced the retirement of current property manager, Peter Watson. The job listing has been posted on the internet and the board will review applications as they come in. Once a new manager has been hired, Mr. Watson has agreed to remain with RCC to assist in the transition of the new manager. Several questions from the unit owners were answered; unit owners are encouraged to submit comments regarding this personnel matter in writing to the board.

Adjournment 7:50 p.m. Motion A. Caronia, 2nd J. Cole, vote 7-0.

Respectfully submitted,

Judith M. Cole
Vice President, RCCA

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Minutes BOD Meeting March 26th, 2018 @7:00PM in the Social Room

Proof of Notice...Posted 48 hours in advance.

Roll Call:

Present: R. Bellantoni, W. Noraian, A. Caronia, J. Cole, A. Perrotta

Speakerphone: L. Lenoble

Absent: G. Herrera

Approval of minutes:

BOD Meeting March 5th, 2018 ...Motioned W. Noraian 2nd J. Cole vote 6-0

Manager's Report:

1...Wet garbage is dripping down the hall on carpet. Wet garbage goes down the garbage disposal and if something wet needs to go down chute it should be double bagged.

2...Discussion on why all non full-time residents need to have a condo-watcher. During the pest control interval (two months) extensive damage can occur in the unit without periodic inspections. Even small electric surges during a summer thunderstorm can knock an air conditioner offline and may not be discovered until mildew or mold has created a severe issue. Please notify the office as to your condo watcher before you leave for the season.

Presidents Report:

Full text attached to these minutes.

Motion to adjourn at 7:10PM by J. Cole 2nd A. Caronia vote 6-0

Minutes Respectfully Submitted,

Peter J Watson

PRESIDENTS REPORT 3/26/2018

As we end another winter season and look forward to spring, I thought this would be a good opportunity to update the many things going on at the Royal Coast.

As we complete our search for a new manager to replace Peter who will be retiring after the new manager is in place, the screening committee (Judy Cole, Anthony Caronia and myself) has received and reviewed 12 applications and narrowed the list to two highly qualified candidates. At a closed door meeting this evening the Board has vetted these two individuals and a final decision will be forth coming this week.

The exterior restoration of our building has been completed and the last few punch list items are being taken care of as we speak. The fountains in the front of the building are almost finished and look great. The restoration of our plantings surrounding the building will be started in the next couple of weeks and this will be the final step in this massive Restoration. I am happy to report that we have accomplished all this work at a cost that will be substantially under budget. The lesson learned is that timely maintenance now will save money and further inconvenience in the future. A special thank you to the committee that worked so hard. Bill Noraian, Norman Potak, Dom Farella, Mike & Marie Connelly, Arlene Siegel, Judy Cole And Kathy Bellantoni.

The Interior restoration has begun with the installation of hurricane windows in the front of the building. All our windows in the lobby level are now hurricane proof glass. Construction in the lobby itself will begin in earnest next month.

A big thank you to our entertainment group, Social, Bingo, and Exercise for another season of FUN & GAMES.

We are currently in the process of developing a sustainable policy for addressing the issue of service animals in our pet free building. Thanks to Dr. Augie Perrotta for his hard work on this project.

Last but not least a special thanks to our retiring Manager. Peter, we wish you well, as part of the Royal Coast family for the past three years you have served us well and we wish you good health and an abundance of good luck and enjoyment in your retirement.

Bob Bellantoni President

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Minutes of Special BOD Meeting
March 26, 2018 @ 5:00 p.m. in the Social Room

Roll Call – Present - R. Bellantoni, J. Cole, A. Caronia, W. Noraian, A. Perrotta
Absent – G. Herrera, L. Lenoble

Two finalists for the position of property manager were presented to the full Board for second interviews. The Board had the opportunity to ask questions of the finalists and provide additional information regarding the responsibilities and expectations for the position. The candidates were, as well, provided an opportunity to clarify the role. Upon completion of the interviews and board discussion, A. Caronia made a motion to hire William Webster. A second for the motion came from B. Noraian. The board unanimously agreed (5 – 0) to offer the job to Mr. Webster.

A second agenda item addressed a current rental application. Upon review of records, a motion was made by R. Bellantoni to reject the application based upon the background check provided. A second to the motion came from A. Perrotta. The board agreed unanimously (5 – 0).

Adjournment at 6:50 p.m. Motion A. Caronia, 2nd J. Cole, vote 5 – 0.

Respectfully submitted,

Judith M. Cole
Vice President, RCCA

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Board of Directors Meeting Minutes June 25th, 2018 @ 7:00 p.m. in the Social Room

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

Board Members Present: **Bob Bellantoni** (President via phone), **Judy Cole** (Vice President via phone), **George Herrera** (Treasurer), **Lori Lenoble** (Director), **Bill Noraian** (Director via phone), **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 Judy Cole to approve the April 17th, 2018 Meeting Minutes. The motion carried unanimously.

Reports

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

Agenda

Emotional Service Animals (ESA)

A motion was made by Auggie Perrotta (**M2**) and seconded by Judy Cole to adopt an Emotional Service Animal (ESA) policy as part of the rules and regulations of the Association. The motion carried unanimously.

Lobby Renovation Project

Mike Connelly provided an oral and written report as well as fielded questions from the Board and membership concerning the Lobby Renovation Project.

Pool Heater

The Board and members present conducted an open forum over the seasonality of the pool heater shutdown. Management will obtain additional vendor and equipment information as it relates to cost and useful life.

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

Respectfully Submitted,
Bill Webster, Property Manager

Royal Coast Condominium Association, Inc.

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Minutes of BOD Workshop Meeting
April 17th, 2018 @ 7:00 p.m. in the Social Room

Roll Call – Present - J. Cole, A. Caronia, W. Noraian, A. Perrotta, G. Herrera, L. Lenoble
Speakerphone- R. Bellantoni

Meeting called to order @ 7:00PM by J. Cole

J. Cole stated the reason for the workshop was to generate a policy for the RCCA in regards to the “Emotional Support Animal” accommodation requests being made by owners/renters.

A. Perrotta presented background information and the results of attorney’s opinions.

An open table board discussion resulted in a request from J. Cole for each board member to forward to herself or the office any contributing information or requests for consideration.

Adjournment at 8:00 p.m. Motion J. Cole 2nd L. Lenoble vote 7-0

Respectfully submitted,

Peter J Watson

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Board of Directors Meeting Minutes July 30th, 2018 @ 7:00 p.m. at Assumption Church Parish Hall

The meeting was called to order by George Herrera at 7:02PM.

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

Approval of Meeting Minutes

A motion was made by Bob Bellantoni (**M1**) and seconded by Bill Norian to approve the June 25th, 2018 Meeting Minutes. The motion carried unanimously.

Reports

Bob Bellantoni provided a President's Report which is attached as part of the record.
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

No Board action taken.

Open Forum

Resident discussion on topics of landscape and security cameras.

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A motion was made by Lori Lenoble (**M2**) and seconded by Judy Cole to adjourn the meeting at 7:28PM. The motion carried unanimously.

*Respectfully Submitted,
Bill Webster, Property Manager*

PRESIDENTS REPORT 7/30/18

Building update as of 7/31/2018. Our financial position remains good, operations slightly over budget, special assessment accounts under budget at this point in time. Lobby Renovation going very well Mike Connelly will give detailed report next. A special thank you to Mike, Arleen and the rest of the committee for all the hours of hard work that they all devote to make this project happen, can't wait to see the project completed.

To update the pool heating request from last meeting. I have had Jeremiah monitor the pool water temp on a daily basis, he reports that in the past month the water temp has not gone below the targeted temp of 87/88 and in some cases, it is hotter than that. We will continue to monitor the situation and be prepared to turn the heater back on in September rather than October if necessary. We will also look at this again in October/November when we do our budget plan for 2019.

We have investigated the request to install self-opening doors to allow residents easier access to the pool deck. We are getting pricing and are also waiting for our fire safety engineering report to make sure that they will conform to the new fire regulations. This project will also be part of the budgeting process for 2019.

As most of you know I usually make several trips to the condo during the summer months to see first hand how things are going. This year because we are in the midst of building a new house and trying to sell our old house Kathy and I have been unable to come down. Thanks to our Manager, our Staff, my fellow board members and the unit owners that are here our condo is in great shape. I look forward to seeing you all soon.

Respectfully,

Bob Bellantoni

Income vs Expense	June 2018	June 2018
Income Month of June	\$106,291.00	\$106,281.00
Income Year to Date	\$640,000.00	\$631,600.00
General & Administrative Expenses	\$3,360.00	\$3,600.00
Insurance	\$18,200.00	\$19,800.00
Utilities	\$21,270.00	\$21,460.00
Maintenance	\$13,300.00	\$16,700.00
Payroll Expense	\$32,200.00	\$39,400.00
Bad Debt Expense	\$4,106.00	\$4,104.00
Total Operating Expenses	\$92,577.00	\$105,381.00
Operating Expenses YTD	\$649,900.00	\$631,700.00
Reserve Contribution	\$0.00	\$0.00
TOTAL EXPENSES		
TOTAL EXPENSES YTD		
Aging Sum. Misc. Receivables	\$10,095.00	
Prepaid maintenance Assesments	-\$65,000.00	
Aging Sum.Ext. concrete & paint	\$4,797.00	
Phase 2 Special Assesment		
Maint. Late Fee Receivable	\$400.00	
Maintenance Assesments receivable	\$16,940.00	
Lobby Special Assesment	\$15,726.00	

Posting: This notice with above agenda has been posted on the condominium property at the location for placing such notices in accordance with the By-Laws and Statutory requirements.

Date: July 26th, 2018

BY: 
 Bill Webster, Property Manager
 For the Board of Directors

Royal Coast Condominiums

Lobby Renovation Update

July 30, 2018

Our lobby renovation continues to move along well and following are the latest on the various components of the project:

- **Framing:** This is the process of preparing various wall areas with metal studs which will be covered with new drywall. This work is now complete in the gym area, the main lobby area including the stepped up ceiling where the new chandelier will be placed, the new storage closet where the fountain was, the 12x24 structural column previously described, and the kitchen. The framing must be inspected and approved before drywall installation can commence. This inspection is scheduled for later this week. While we are gaining a good amount of space from removal of the architectural detail surrounding the column, as we expected, the current terrazzo does not go all the way up to this column. Rather than try to match the existing terrazzo, it was decided to place black “terrazzo” style tiles in the open spaces to coordinate with the various black terrazzo geometric designs just inside the front door and adjacent to the column.
- **Flooring:** As we had decided in the early planning sessions last year, all of the terrazzo floors will be stripped and refinished. Referring once again to the black terrazzo work at the entry, the design of the stepped up ceiling just above this where the chandelier will be placed was created with laser measurement to “reflect” the approximate pentagonal design of the black floor work. Some minor plumbing work needed to be done in the ceiling to eliminate and/or redirect some pipes so that this dramatic feature could be created. As for the remaining floor areas, all of which are to be tiled, the contractor plans to begin work there by the end of this week or early next week.
- **Electrical:** A good amount of new cabling needed to be done in order to meet code and allow for additional electrical needs such as the gym equipment (two treadmills, a recumbent bike and a cross trainer—all of which will be equipped with personalized televisions). All of the gym equipment was ordered and will be available for installation shortly before opening. Electrical inspection is also scheduled for later this week. All new recessed high hat ceiling lighting will also be installed in the coming weeks in the main lobby areas as well as the back corridors.
- **Ceiling Grids:** A new ceiling grid will be installed in the gym room since the current system is in poor condition. In the social room and corridors however, the current grids are in good condition and will be painted before new tiles are placed.
- **Social Room/Kitchen:** These areas have been completely stripped and our new appliances have been ordered. We have saved several thousand dollars by electing to buy all of our own appliances rather than to have the designer obtain them. Thanks to the Bellantonis and our in-house staff for coordinating this.

- **Trash Staging:** As you know, just north of the service elevator in the lobby, open trash/recycling containers are placed for the lobby apartments. This area will now be enclosed with an attractive cabinet with two doors on top to lift for placement of items and two doors in front for servicing. The cabinet will be finished with a laminate for easy cleaning.
- **Stained Glass:** The piece which sat behind the lobby fountain for many years was scheduled to be placed in the old library area in the back corridor with a credenza for books underneath. Unfortunately, the piece is in very delicate condition and would be extremely expensive to restore. While final disposition of the glass is still to be determined, the design committee working with Zelman has decided to place an attractive objet d'art or mirror on this wall and while the credenza will remain, we are purchasing some appropriate new book cases to be placed just inside the double door, north entrance to the garage level elevator lobby. This, therefore, will be the new location for our library.
- **Completion:** We are still on track for a completion date and reopening of our beautiful new lobby sometime in October. A more definite date will be indicated as we continue to make progress.

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Monthly Manager's Report to Owners July 2018

Elevators – Five Year Inspection performed over two days. Generator emergency relay tested and passed for power outage compliance.

Security Cameras – Conducted walk thru with Tech-Pro Security for system upgrade and additional cameras. Upon receipt of a “Scope of Work”, multiple proposals will be solicited and provided for Board review.

Stairwells – Identified 19 steps primarily in the west and center stairwell for repairs to be performed by MCW. In addition, a wall crack located at the 15th floor west stairwell will need repair.

Annual Fire Alarm Inspection- Bass Fire and Security completed sound testing of all units over 2 ½ days. Some minor deficiencies were reported and have been repaired to meet code compliance.

Trash Chutes- Ecolo (vendor) installed a new foam cleansing deodorizer on the 16th floor. Periodic application (twice a week) will eliminate odor being experienced by some owners on the higher floors.

Comcast- Initial contact has been made to review cable requirements for the gym room. A proposal will be forthcoming to share with the Board in September.

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

Parking Lot Lighting- New fixtures and poles have been recently received and installation should take place during the first week of August.

Driveway/Parking & Pool Pavers – The maintenance staff removed mold from all pavers throughout the property by way of pressure cleaning.

Maintenance- Completed touch up painting on all hallway floors.

Bronze Sculpture- Has been relocated to the center planter on the east exterior side of the building.

*Respectfully submitted,
Bill Webster, Property Manager*

Royal Coast Condominium Association, Inc.

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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 30th, 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*

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2019 Budget Meeting Minutes November 29, 2018 @ 7:00 p.m. in the Social Room

The meeting was called to order by Anthony Caronia at 7:00PM.

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

Approval of Meeting Minutes

A motion was made by Bill Noraian (**M1**) and seconded by Judy Cole to approve the October 1st, 2018 Meeting Minutes. The motion carried unanimously.

Vote Tabulation

Waive Reserves = 144, Fund Reserves 17

New Business

A motion was made by Bill Noraian (**M2**) and seconded by Lori Lenoble to approve the 2019 budget without funding reserves. The motion carried unanimously.

A motion was made by Bill Noraian (**M3**) and seconded by Augustine Perrotta to adjourn the meeting at 7:27PM. The motion carried unanimously.

*Respectfully Submitted,
Bill Webster, Property Manager*