

Jupiter Plantation HOA Board of Directors Meeting
May 24, 2023 Pool Pavilion 6:00 pm

Marylou Allison, President

Jose Llorens, Vice President

Peggy Frazier, Treasurer

Andrea Hurley, Secretary

Jose Llorens, Vice President

Peggy Frazier, Treasurer

Gina Shipley, Director

Representatives Present: Dama Scott, Property Manager Steve Chuilli, Capital Realty Advisors

I. Call to Order

Mary Lou Allison called the Board Meeting to order at 6:04 pm. A quorum of directors was present.

II. Approval of Minutes

Gina Shipley made a motion to approve the Board meeting minutes of April 18, 2023. This was seconded by Andrea Hurley: all in favor, the motion was carried unanimously, approved.

III. Officers' Reports:

Treasurer, Peggy Frazier made the following report:

Dama, Mary Lou, and I went to CRA's office to meet with Lisa Moore, the CFO. The purpose of the meeting was to review the entry and transition of our financials to their system.

Our balance at Bank United exceeds the FDIC insurance limit of \$250K. It has been recommended that we transfer some funds into a reserve account that has been established at Valley Bank to ensure all monies are insured. **Peggy submitted a motion that \$160k be moved out of Bank United to Valley Bank Seconded by Jose Llorens: approved unanimously.**

- The original March report did not reflect FPL ACH charges or earned interest from Bank United and Seaside Bank accounts.

This has been corrected and a new Balance Sheet and P & L were provided.

- When are the collected monies transferred to the reserve account?

Reserve accounts are funded in the first month of each quarter. Due to the transition, this did not occur in April, however, will be done this month.

- It has been recommended that money be reallocated within the budget to cover line items that are over budget.

The budget is a projection of expected expenses and income, it is expected that there will be line items that will be over budget and line items that will be under. While we will make every effort to keep the budget in balance, we will not relocate funds throughout the year.

- It has been noted that the section of our budget labeled "contracts" should be used for the fixed and recurring expense of our contracted service.

We agree and all variable costs incurred in Q1 will be reassigned in May's statement. April reflects those changes. This will make it easier to budget for future contracts and variable expenses.

Line-item overages:

Electric – the 2023 budget was a 15% increase from 2022 budget but 0% increase in budget from 2022 actuals. Last year Jan-April was trending 22% higher than prior year. In 2023 we are trending 24% higher YOY. It is anticipated that electric will continue to be significantly over what was budgeted.

Insurance – Property insurance renewal came in \$18k higher than anticipated and finance charges are \$11k on a budget of \$4k. Because 4 months were paid at lower rate in 2023 the net miss for 2023 is roughly \$13k. Some of this year's increase will be absorbed in next year's budget.

Submerged Land Lease – We will be roughly \$600 under budget because the budget was based on 2 years' worth of fees being paid in 2022.

Landscape – we asked Horizon to change the scope of work by reducing the frequency of hedge trimming (monthly trimming in the dormant season didn't make sense). Unexpectedly and surprisingly, Horizon modified the annual contract amount retroactively, saving us nearly \$1,900 per month. The budget for Horizon was set at \$109k and would have only covered regular and recurring fees. Some of the savings will go toward the additional ad hoc landscaping that was budgeted at \$5,000 for the year. Even still, we will realize savings between 18-20k that will offset a good chunk of insurance and utility expenses.

Purcor – the scope of work for PurCor was also modified and some savings will be realized. Specifically, they will not fertilize in August due to fertilized ban by TOJ (\$3400 savings) and will check bait stations bi-monthly for the remainder of the year. (\$3,000 savings). We will still be over budget in this area, however. We have received a quote from Hulett, and they were higher than PurCor.

Controlling expenses will continue to be a top priority and is not an easy task given the age of the community. Irrigation continues to be an on-going problem this year but so far, we haven't had nearly the electrical problems as in the past.

IV. Committee Reports: As Dockmaster, Peggy Frazier reported the recent repairs to the dock including new posts, and painting of those posts, bolting down of the wobbly posts, and the addition of a new rope which is synthetic, and will potentially last longer than the natural weave rope we had previously. Courtney, owner of Reel Clean – our janitorial service,

performed the work for us. We have had two painters out for quotes to repaint the dock until we can replace it in the future. We are still awaiting those quotes as it is difficult to paint over the already chipping paint, to expect it to adhere.

ARC Committee:

Speaking for ARC committee for their special assignment of the lakes and seawalls effort, Christine Hoke and Greg Blythe are working diligently for proposals to have this work done. They have a quote from an Engineer that they shared and are going to continue to find pricing on the right engineer to give us a scope for the entire project from which we can get requests for proposals (RFP) for the dredging, seawalls, and lakes areas. The goal is to outline specs for the refurbishment of these areas. They have received quotes from engineers from \$15,000 up to \$114,000 to work with us. In their scope, they also requested a proposal for replacement of the dock. They are suggesting that we work with BMA as the engineer to plan our efforts going forward in phases at \$15,500. Permits will be from the Town of Jupiter.

VI. New Business:

Approval of Sidewalks contract from Florida Sidewalk Solutions. Gina Shipley moved to accept their contract at \$7,740.45 providing 185 cuts. Peggy Frazier seconded the motion: approved unanimously.

Presidents Report:

Mary Lou Allison reported that we are facing many issues this year, and we will be dealing with them one at a time. She announced that Unit # needs to be on every garbage can and recycling bin. Violations will be going out for cans left out beyond the evening of garbage pickup. Email Dama with those being left out and send a photo as well with the Unit number showing, so that she can send violations out to those owners. There is a \$100 per event charge for violations per Florida Statute, up to \$1000.

She reiterated that this Board will not solve issues illegally, and that only with an owners' vote to change the documents can we make any changes. We will be working on prioritizing these

changes to the documents and sending a small amount at a time. She reminded owners who rent out their units that they must file a rental application and their lease paperwork and pay the fees for approval. Others not doing so will be fined. We ask you to let us know when rentals change occupants, so that we can follow through with enforcement. There will be a Rental Rules workshop in the next few weeks to work on rules that we can send to the attorney for a document change vote of the owners.

The roof issues have not gone away, and we are down to 19 units not yet complying.

Manager's Report: Dama reported that she has been working on reducing our costs with some of our vendors as Peggy mentioned specifically with Horizon and with Purcor. We will put out to bid for the tree trimming soon, as our current vendor seems to have escalated in pricing. With the repairs and removal of moldy and mildewed walls, the office was painted, and reorganized. Please stop to look at the changes. We are all hoping to stay within budget, and that we have not sacrificed our property's quality in doing so.

DECISIONS MADE

- Approval of meeting minutes Dated April 18,2023
- Approval of Florida Sidewalks Solution contract
- Approval of 90 days and over suspensions vote going forward
- Meeting Adjourned at 7:00 pm

Respectfully submitted by Dama Scott, LCAM Property Manager