

Lantana Oceanfront Condominium  
Board Meeting, December 21, 2023  
6:00 PM  
Clubhouse  
Approved Minutes

The meeting was called to order by Mr. Steve Lindsey at 6:05 PM. Board members present included Mr. Steve Lindsey, Mr. Steve Barnes, Mr. Steve Piakis, and Ms. Amy Kalman. Mr. Tony Falco was present via zoom. Quorum was established and the meeting was posted properly.

1. Motion by Mr. Steve Piakis, 2<sup>nd</sup> by Mr. Falco to approve the minutes of November 30, 2023. Motion passed.
2. Welcome Committee Update – No new closings to report.
3. Insurance Committee Update – Amy Kalman reports that our insurance broker (Victor with Assured Partners), has been working hard to secure a better option for us than Citizens. Citizens is considered the insurance of last resort due to concern for their ability to pay out claims in a timely manner, and for the potential for large assessments if they fall short on funds. Citizen’s quote came in at \$200,989. American Coastal, our current insurer, issued a non-renewal as part of their exposure management plan. They refused to reconsider and are holding firm on the non-renewal. Frontline declined to quote due to our property valuation being over 25 million (appraisal came in at just over 33 million). Cabrillo/US Coastal initially declined, but Victor was able to get the underwriters to reconsider after we provided them with additional requested information on the surge protection we just had installed, the roof updates that were done, the Lantana reserve study, Lantana meeting notes, etc. (special thanks to Tony, Angela, and Steve B for quickly providing this info). The Cabrillo quote is coming in comparable to Citizens, so it should be an easy decision to go with the admitted carrier Cabrillo, vs. Citizens. The estimated quote from Cabrillo came in at \$208K (still not finalized), with a 5% hurricane deductible/\$10,000 AOP. It may come in even lower once all the requested documents are reviewed. Angela feels the fact that Lantana had a recent reserve study done in 2019 should be helpful for insurance purposes. It not only shows that our buildings have all been evaluated recently, but it also shows a history that our board takes this seriously, that Lantana has been well maintained, and that we have realistic numbers for required maintenance, and a strong long-term plan.
4. Update on Clubhouse Shutters – Steve Piakis reports that all the paperwork is back from Best Shutters, and everything is in place. The work should hopefully be done by mid-January.
5. Landscape/Dune Trimming Update - Steve Lindsey reports that we are due for yearly mulching, and the bid we have from US Lawns is \$4,000 for 65 yards of mulch. It’s in our budget for this year, and we can get it done before the end of the year (or push it back). It helps protect the plants should we get a cold snap. Angela suggested doing it right away, before the snowbirds arrived. This will allow for maximum impact and minimum inconvenience to residents, while also protecting the plants/landscaping. Steve Lindsey made a motion to approve the bid, with a 2<sup>nd</sup> by Steve Piakis. Motion passed unanimously.
6. Elevator Update – Steve Lindsey reports that we have met the guidelines for the clubhouse elevator update, and installation should begin late January/early February. There will be some minor electrical

updates needed prior to installation (already approved), to bring it up to code. We will also need to update the elevator door.

7. Website Update – Steve Barnes reports that he will be posting some changes to the budget this evening, after we have budget approval. Other than needing to have the website layout updated, there is nothing further to report.
8. Y&A Update – Steve Lindsey reports that we now have an updated contract with Y&A that has been looked over by our lawyer. The new contract better protects Lantana while also reducing our costs by about \$50/week (approx. \$2600/year).

Steve Lindsey made a motion to approve the new Y&A contract for janitorial at 32 hours/week at \$26/hour, and for maintenance at \$38/hour, for 40 hours/week. These rates will be locked in for one year. Motion was seconded by Steve Barnes and passed.

Steve Lindsey reported that the community was polled to see if they had a preference on the form of bonus payout for Juan and Daniel. About 80% of the community preferred to do their own thing, which was also preferred by Juan and Daniel. The bonus funds are already built into the Lantana budget. Mr. Barnes felt it best to have Lanana pay them out. This way they at least get a minimum base payout, and residents who want to add to that can do so privately.

Steve Lindsey made a motion to approve the board to purchase gift cards for Daniel and Juan for \$400 each. That motion was withdrawn, and a new motion was made to purchase gift cards for \$500 each. Motion was seconded by Amy Kalman and passed.

9. Infrastructure Committee – Steve Piakis reports that we had previously approved a not to exceed budget of \$12K to refurbish the lobby doors. We are spending \$10K from Brooks Glass to replace the hardware. Brooks Glass recommended we have them painted before the work is done, and then to have someone come back out to do touch up afterwards. Mr. Piakis tried to secure bids from 3 vendors for the painting. One vendor never returned his call. One vendor came out, but never provided an estimate. Our trusted vendor, Mike Smerdell, came in with a bid of \$1200 to paint all 8 lobby doors, which includes paint, sanding, priming, etc. This also includes him coming back to touch up after the work is done. It seems the larger painting companies do not want the small jobs. Steve Piakis made a motion to approve Mike Smerdell to do the lobby door painting for \$1200 (which puts us \$800 under the not to exceed 12K budget). Motion seconded by Steve Lindsey. Motion passed unanimously.
10. Painting Contracts for roof doors, west side catwalks and rails. – Steve Lindsey reports that stairwell painting will be tabled until next year because we don't have money in the budget for that. They were going to have the stairwells pressure washed and the railings painted. They have some quotes in the 13K range.  
For catwalk painting, Mike Smerdell's quote came in at \$6,192.00 for labor only. The estimated cost for the paint (with our Sherwin Williams discount) is \$2100.00. Mike estimates we will need about 65 gallons of paint. We can buy the paint as needed, so this cost could potentially go down if we don't use as much paint. We will also evaluate the cost to use Richard's Paint vs. Sherwin Williams. The quote from Keenan came in at a total cost of \$13,100 (including Sherwin Williams paint). Steve Piakis made a motion to hire Mike Smerdell to do the labor, and for Lantana to purchase the paint, for a not to exceed budget of \$8500. Tony Falco seconded the motion. Motion passed unanimously.

11. ARC Update – Tony Falco reports that there were 2 ARC requests this month: one for hurricane shutters for 2302, and the other for hurricane shutters for 3205. The ARC committee did a great job updating and revising all 10 ARC docs. The updated documents will all be posted on our website.
12. Lobby Update – Amy Kalman reports that with the flooring, painting and furniture completed, we are coming in about \$1,000 below budget. Mirrors for all 4 lobbies were purchased for a total cost of \$320.96 and will be installed with the help of Daniel. Plant baskets were also purchased for all 3 lobbies, except for lobby 4 which will be done soon. Daniel saved Lantana money by removing, painting, and re-installing the original baseboards. The electrical outlets were also updated from cream to white, and the old rusted out a/c filter covers were replaced. Artwork and rugs still need to be purchased, and the paint (or stain) color for the elevator baseboards still needs to be determined. When the lobby door refurbishment is complete, the lobbies should look even better.
13. Window Shutter Box Update – Steve Piakis wanted to reiterate the service that our preferred painter is offering to all residents who want to spruce up their rusted shutter boxes (a homeowner responsibility). For \$155 per shutter box, Mike Smerdell will sand, prime, and paint the shutter box. He will also replace the rusted knobs. Any residents who are interested in hiring him, can complete the request form and send it to Lantana Maintenance or Steve Piakis. Steve Piakis is looking for a way to better spread the word to all residents; perhaps through an eblast. Steve Lindsey suggested it's probably better to post the form on our website.

Unit owners in end-units on the higher floors may have to make arrangements to hire a lift. If several end-unit owners want to have the work done at the same time, they can share the cost of the lift and hopefully get a reduced rate. Or perhaps Lantana can pay for the lift. Will discuss this more after the new year.

14. Adjournment - Steve Lindsey made motion to adjourn the meeting at 6:57 PM. Motion seconded by Amy Kalman and passed.

*Approved on 1/23/2024.*

Lantana Oceanfront Condominium  
Budget Meeting, December 21, 2023  
7:00 PM  
Clubhouse

Meeting was called to order by Mr. Steve Barnes at 7:05 PM. Board members present included Mr. Steve Lindsey, Mr. Steve Barnes, Mr. Steve Piakis, and Ms. Amy Kalman. Mr. Tony Falco was present via zoom.

Mr. Barnes reports that the purpose of the meeting is to discuss the 2024 Proposed Budget (mailed to all residents), discuss changes that will need to be made to that budget, explain why the changes need to be made, and discuss the 2024 Proposed Reserve Schedule. At the end of the meeting, board members will be able to decide if they want to approve both proposals. The 2024 Budget proposes to have a monthly maintenance assessment of \$580/month (an increase of \$17.32/mo.) and a monthly reserve fee of \$250/month (an increase of \$28.68/mo.).

Two changes will need to be made to the proposed budget that was mailed to all residents. The first change involves correcting an error discovered by one of our residents. The error resulted in a \$8500 deficit. Because of the size of our budget, Steve Barnes was able to rework the numbers so the proposed assessments will not change. All board members have been provided a revised copy of the adjusted budget.

The second (potential) change will be the cost of our insurance. We currently have final numbers for the flood insurance policy, but the cost of the remaining policies has not been finalized. The estimate on the proposed budget may need to be changed, depending on what those costs are.

The budget committee built the proposed reserve schedule using previous reserve schedules and the reserve study done in 2018 for the 2019 budget year. We looked at cost estimates, useful life estimates, and the timing of the larger reserve expenses. Both estimated expenses and expected reserve contributions have a cost increase factor built in for planning purposes. From 2024 onward, expenses were estimated one of three ways: 1. actual expense, if known; 2. actual cost of the expense when last done, with a 4% increase built-in; or 3. estimated cost to do it in 2024, with cost increases built in for future years. When looking back at the 2019 reserve study, the "useful life" of certain items was well defined in some cases, but in other cases was dependent on factors such as type of materials used, how well items were maintained, etc. The budget committee took the time to carefully review all the line items in the reserve budget and come up with realistic numbers going forward.

Before making a motion to vote on the proposed budget, Steve Lindsey asked about the process for approving a budget without final insurance numbers. Per Angela Phillips, the state requires us to make a bona fide effort to come up with a realistic number. If unexpected expenses occur, we can still change the budget at any time throughout 2024 if needed (with another formal budget meeting). But the state requires us to approve a budget before the end of the fiscal year. Angela Phillips reports that the budget that has been prepared is workable and realistic.

Steve Barnes made a motion to approve the proposed budget for \$580/month maintenance assessment and a \$250/month reserve assessment, for a total of \$830 per unit per month, with the stipulation that a budget with new numbers will be posted online and sent out to all residents. Steve Lindsey seconded the motion. Motion passed unanimously. Angela Phillips gave special thanks to Kris Shumaker, Kevin Shaw and Steve Barnes for the many hours of work they have done on the budget to make it right.

Meeting adjourned at 7:45 PM.

*Approved on 1/23/2024.*