

**Villa Towers Board of Directors Meeting**  
**Monday, June 12, 2017**  
**Meeting Minutes**

Bob Hellmuth called the meeting to order at 5:37 pm.

**Roll call of Directors** – Bob Hellmuth, Rob Saari, Cathy Newman, Mike Leach, Cathy Gill

**Notice of meeting** – Posted June 10

**Secretary Report** – Cathy Gill made a motion to approve the minutes of March 13<sup>th</sup> and April 7<sup>th</sup> meetings. Seconded by Rob. All in favor. Motion passed and minutes will be posted to villatowers.net.

**Treasurer Report** – Mike Leach provided account information:

Operating account balance as of 3/30/2017 is \$68,403

Reserve account balance as of 4/31/2017 is \$237,772, including special assessment of \$3,427

- Mike made a motion to open a separate bank account for the hurricane shutters special assessment and transfer to it the 2017 assessment receipts of \$17,017 and the 2015 assessment leftover amount of \$3,427, bringing the new special assessment account to a total of \$20,440. Cathy G seconded. All in favor. Motion passed.
- Mike made a motion that we “borrow” \$4,936 from the 2015 assessment account to pay Armor Screen for the down payment, which will be paid back from the 2017 assessment. Cathy G seconded. All in favor. Motion passed.
- All units have paid the assessment. Note to request with future assessments: Send assessment as a separate check, rather than lumping it with maintenance fees.

**New Business:**

- Flood Insurance Renewal (Bob H) –
  - Bob provided a summary of all activity since the receipt of a letter on April 14, 2017 from Philadelphia Indemnity Insurer regarding the changing of our flood zone from a favorable zone (BC) to less favorable (V8) while FEMA flood zone maps are pending. Also, the Insurer required an additional premium of \$76,000 to be paid within 10 days to maintain our current coverage.
  - It was decided that since the issue could not be resolved to the associations favor yet, that owners needed to be informed of choices and outcomes. Post meeting: See owner letter dated 06.14.2017 for more detail.
  - Next steps:
    - Board representatives meeting with Dawn Pardo, Riviera Beach Council Woman later this week to see if other Singer Island condominiums are in a similar situation and get her thoughts
    - Investigate option of LOMR by coastal engineers
      - From Insurer and/or attorney: Confirm that a favorable LOMR accepted by FEMA *will* adjust our rates.
      - Aqua Terra: Get references and confirm full extent of costs.
      - Others: Possibly meet with another coastal engineering company.
      - Send email to owners about issues and options. Remind owners that they are responsible for their own insurance and a portion of common areas regardless of floor.
      - Schedule a follow-up BOD meeting in 1 week

- Rental renewal of #228 (Cathy N): Cathy showed BOD the notice drawn up by our lawyer to be incorporated as part of the Unit 228 Rental Renewal as a result of a reported nuisance episode by a guest of the current renter. The notice was reviewed and approved. A change was proposed to eliminate the 12-months phrase for any subsequent incident, if possible.
- Hilton changes (Cathy G) – Cathy inquired as to any conversations with the Hilton regarding the new fence and new enclosure under construction along north side of our property. Bob H advised that the new area is to be a fire pit area for guests.

**Old Business:**

- Air Conditioning (Rob S) – Annual maintenance will be performed this Wednesday.
- Owner Responsibilities (Cathy N) –
  - Hurricane Preparation – Cathy N request that we remind about hurricane preparation. An article was included in the May issue of the Villa Towers newsletter. Rob and Mike L agreed to review shutters, doors, and shutter tracks and create a list of any in need of immediate attention and merge with the list created Sep 2016 when actual hurricane preparation was hindered by units not ready by owner. Then we can reach out to individual owners.
  - Deliveries in elevators without pads – Deliveries will be refused if pads are not up at owners expense.

Adjournment: At 7:47 pm a motion to adjourn was made by Cathy N. Seconded by Cathy G. All in favor. Motion passed.