

**Villa Towers Board of Directors Meeting**  
**Tuesday, September 4, 2018**  
**Meeting Minutes**

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

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

**Notice of meeting** – Confirmed posted in elevators on August 30.

**Secretary Report** –

- Rob moved to accept the minutes of the August 22nd meeting minutes as previously emailed. Bob seconded. All in favor. Motion carried.
- Cathy will post to the owner website.

**Treasurer Report** –

- Mike L –
  - Recent financials were reported last meeting (8/22/2018)
  - Our Line of Credit limit was approved by the bank for \$100,000. There is a first-time fee of \$800 + ¼ % point over prime interest. Mike suggested that we consider using the line of credit rather than obtaining a loan to pay insurance when it is time to review insurance.

**Business:**

- Elevator bids/contract proposals:
  - The elevator committee, chaired by Rob, with Tom and Cathy Newman have contacted four vendors: KONE, Delaware, Oracle, Motion.
  - Tom created a very extensive side-by-side vendor comparison for BOD review, which was presented by Rob with input from all.
  - Recommendation by the committee is Delaware – impressive service at competitive quote
  - Rob S made a motion to proceed with Delaware on a 3-year contract by providing the contract to our attorney for review and additional negotiation. Seconded by Mike L. All in favor. Motion passed.
  - The contract will continue to be negotiated, adding hourly rates (per suggestion by Ron Wetherell), an opt-out clause with possible termination fee (per suggestion by Tony Mastrodonato), and any other items identified by our attorney after his review. The committee will wait for attorney review in order to address all outstanding issues or concerns with the vendor at one time. Rob will take the contract to our attorney.
- Hilton fence esthetic issue:
  - The Hilton has advised that within about 6 weeks, they will be redoing the shrubbery on their side of the fence to include spaced palm trees. They are also going to fix and shore up the fence in its weak areas.
  - There are challenges on our side:
    - The width of soil varies between 10 to 12 inches.
    - There is no sprinkler along the fence.
    - Difficult to find plants that can fit and require low water maintenance.
  - Prairie Landscaping is looking into a few plant suggestions plus a hose, estimated at \$1400 to \$1500. The recommended shrub should grow 3' in the first year. The total around \$3000 to plant from cement fence to carwash. There is enough to do this in the special assessment account.

- Bob H made a motion that Prairie Landscaping put in the specified plant (same as Hilton) at recommended intervals not to exceed \$4,000. Seconded by Cathy G. All in favor. Motion passed.
- They will also address our complaints about the bright lights in their parking lot.
- InterKlean:
  - Jiro is not coming back, contrary to what InterKlean has been telling us.
  - A recent letter from InterKlean requests an additional \$80/month as of 1/1/2019 bringing monthly to \$2300. Tom N recommends that we shop this contract every 3 years. It is anticipated that we have a 30-day opt-out notice so we can change at any time.
- Fire Sprinkler Status:
  - Bob H has not met with the new Riviera Beach Fire Dept. representative yet. Mike L suggested that we wait in case the law changes again. Tom N noted that the longer we wait, the greater the chance that we will be subject to rushing, possibly subject to fines, and that we should act now based on today's law, reiterating the need to meet with the Fire Safety person just to see where we stand.
  - The BOD met with the Fire Dept in 2005.
  - Bob H will schedule a meeting onsite with appropriate Fire Dept personnel by end of 2018 and to invite the owner of Active Alarms.

Adjournment: At 7:11 pm a motion to adjourn was made by Cathy G. Seconded by Rob S. All in favor. Meeting adjourned.