

Errol by the Sea Condominium Association
BOARD OF DIRECTORS MEETING
January 14, 2023 at 10:00am
Errol by the Sea Clubhouse/Zoom Meeting

MEETING MINUTES

Attendees: All Board Members present
Kerri Gallagher, CAM

Rob Wolf called the meeting to order at 10:01am.

President's Report: Rob Wolf thanked Cheryl Fazio for her work as Board President and presented her with an award.

Treasurer's Report: Jim Lacovara gave his report as follows: Errol by the Sea currently has \$213,472 in Operating and \$533,518 in Reserves. So far, \$101,579 has been spent on the Seawall Project. \$78,610 has come from Reserves and \$22,979 has come from Operating.

Manager's Report: A written report is attached to these minutes.

Committee Reports/Architectural Review:

Grounds/Maintenance – Jim Lacovara spoke on this item. Jim explained the grounds took a hit due to the cold weather but should come back unless we get more cold weather.

Compliance – Mark Hilborn spoke on this item. Mark brought up that items cannot be left around the dumpster because it is against the law. Special pick ups or removal companies are needed to remove large items from property.

New Business

Update Bank Signers – With the changes to the Board Members, bank signers need to be updated. Cheryl Fazio and Deborah Fourness need to be removed as bank signers. New Board President Rob Wolf and Community Association Manager Kerri Gallagher will be added as new bank signers. Jim Lacovara motioned, and Mark Hilborn seconded that Rob Wolf and Kerri Gallagher to be added as bank signers, with Kerri being able to sign checks up to \$2,500. The vote passed unanimously.

A/C Condenser Brackets – 30% of brackets are currently rusted through. This can impact us by damaging the roof if the units fall. There are also several failed conduits at this time that need to be looked at. If these exposed wires arc, they could burn into the roof. Rob Wolf proposes a more aggressive and productive maintenance approach that begins with our maintenance staff monitoring all a/c units and replacing the mounting brackets. EBS

staff would inspect, acquire, and mount the a/c condenser brackets on a routine schedule. Chuck Wason motioned, and John Valyo seconded the motion. There was discussion concerning the liability of the Association changing the brackets, but it was said the maintenance staff should use discretion on units where the brackets couldn't be changed and correspondence with those owners stating the repairs needed would be sent out. The motion was updated to say any brackets that can safely be replaced by EBS staff will be replaced and any units that are too rusted for the staff to replace the brackets the owner will be notified. Vote passed with 6 yes votes and Darren Campbell gave a withstand vote.

Interior Structural Repairs – Structural concrete repairs are the Association's responsibility. There have been some instances where concrete repair was necessary but due to the bidding process it made getting the repairs done a long process. Rob Wolf proposes setting a ceiling cap dollar figure on no longer needing to get bids on the concrete work required. The structural engineer has provided instructions on how these repairs need to be completed that can be forwarded to the companies making the repairs. David Hancock motioned the have EBS contract without bid for minor structural repairs with a cap of \$5000 and Chuck Wason seconded. Vote passed unanimously.

Update on Seawall Project -

ENGINEERING CONSULTANT HIRED: Keystone Engineering was hired (28 Nov 2022) to be our advisor for navigating the seawall selection, contracting, and installation process. Keystone Engineering is also EBS's engineering assessment firm providing the State mandated building inspections for beach side condominiums. Chuck Hayes is our assigned representative. Keystone Engineering subcontracted Terragone Engineering with expertise in marine seawalls and Department of Environmental protection permitting to assist in the engineering analysis.

PERMITTING SUBMITTAL: An initial draft permit was submitted 16 Dec 2022 to DEP. The State of Florida waived all permitting fees for applications submitted before 1 January 2023. The early submission saved EBS over \$6,000 in permitting fees.

FULL PROPERTY SURVEY: Errol by the Sea contracted Ireland Surveying of Lake Mary to perform a full property survey to include the existing seawall and costal construction line. A current survey was needed to support the permitting process and engineering. The survey was completed 23 Dec 2022.

GEOTECHNICAL SOIL SAMPLING AND ANALYSIS: The condition of the sand and its layers are instrumental in a seawall replacement design. At the recommendation of our Engineer, Errol by the Sea contracted Bechtol Engineering to perform formal soil penetration testing. Soil tests were conducted in three locations along the seawall on the beach side with findings that our soil will provide excellent lateral wall support. Since the sand is of varying densities and not rock we can use sheet pile products.

SITE PREPARATION AND TEMPORARY SEAWALL REINFORCEMENT: EBS contracted with Smyrna Gardens after they won a competitive bid to: clean the concrete a rubble out the beach side scoured area, incrementally add and compact clean filtered beach sand (30 truckloads), install sand trap bags on the EBS side of the temporary corrugated wall to help protect from further scouring during Northeasters, shore up the beachside shuffleboard courts from collapse, and remove the old beach side wood stair

posts. Other than the trap bag that will be left in place, all the work was needed to prepare the site for a new wall and concrete beach access stairs. Work started on 6 Jan 2022 and should be completed within 2 weeks.

Seawall Engineer Report and Recommendations by Keystone Engineering and Jeff Anton of Terragone Engineering – Report attached to these minutes. Jeff Anton went over soil information, return walls, full wall vs. partial wall, wall elevation, and the different material types for the seawall. The recommendation of our engineers is a full wall and the hybrid for the materials. Mark Hilborn made a motion for a full wall of the hybrid material (Truline) and to start getting bids and David Hancock seconded. Vote passed unanimously.

Adjournment: Rob Wolf adjourned the meeting at 12:25am. Mark Hilborn motioned, and Jim Lacovara seconded. Motion passed unanimously.

Approved