

JETTY VILLAS ASSOCIATION, INC.
A Corporation Not –for Profit
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
THURSDAY, JANUARY 28, 2021

A *Regular Meeting* of the Board of Directors was scheduled to be held at 9:00 AM, via ZOOM.

Call to Order: Kathleen Quigley called the meeting to order at 9:03 AM

Present: Kathleen Quigley, Vice President; John Crary, Treasurer; Robert Arrighi, Assistant Treasurer and Johanna Elliot, Secretary with Argus Management represented by Randy Davidson, Zach Laurie and Barbara O’Grady. In attendance 11 unit owners, signing into the Zoom.

Quorum Established

Minutes of the Board Meetings December 3rd, 2020; *A motion was made by John Crary to accept the Board Minutes as presented. The motion was seconded by Robert Arrighi. The motion was put to a vote:*

Yea (4): K. Quigley; J. Crary; R. Arrighi & J. Elliot
Nay (0):

Motion Carried

Corrections to be made: Robert Arrighi requests for corrections to the January 11th BOD meeting minutes. We need to fix the dates stated for timeline of the roofing project, please change contractor’s bids due to 02-15-21, and bid tabulation sheet from Consult Engineering to 02-22-21. John Crary would also like to have the total roofing cost corrected to the amount of \$450,000.

Minutes of the Board Meetings January 11th, 2021; *A motion was made by John Crary to accept the Board Minutes with these corrections made. The motion was seconded by Robert Arrighi. The motion was put to a vote:*

Yea (4): K. Quigley; J. Crary; R. Arrighi & J. Elliot
Nay (0):

Motion Carried

Review and Accept Financial Report: J. Crary; we are 8 months through the fiscal year and continue to underspend overall around \$21,600. Overspending has occurred in some line items such as irrigation repairs, pool repairs, Attorney fees and office supplies. It’s looking like we will be saving around \$20,000 on Insurance, we will have around \$181,000 that will go towards the roofing project, this will help lower the amount of the special assessment.

Review and Acceptance of Financial Report: *A motion was made by Robert Arrighi to accept the Financial Report as presented. The motion was seconded by Johanna Elliot. The motion was put to a vote:*

Yea (4): K. Quigley; J. Crary; R. Arrighi & J. Elliot
Nay (0):

Motion Carried

Manager's Report:

At the September 24 BOD meeting, Argus was asked to check the July water/sewer bill. Water/sewer bills have been more in line with off season usage since that time: August \$2697; September \$2540; October \$2843; November \$2830 and December \$2735.

Reliance Maintenance ended their contract with Jetty Villas December 29th. Full Circle Cleaning and Maintenance was called but could not start until January 12, 2021. During our time with no maintenance or cleaning on site, Southwest Pools was hired to clean the fountain and shut it down. They were also hired to check the pool chemicals on Tuesday and Thursday. Michele and Haik Shamasian are the owners of Full Circle. On Tuesday, January 12th, Michele brought two cleaning people with her to learn the property. Jeremy is her assigned cleaning person for their Tuesday and Thursday morning schedule. Haik, in charge of maintenance for Full Circle, introduced us to Ed. Ed will perform the routine maintenance tasks as well as work in any special requests on Wednesday mornings.

Unit 37 tile roof was repaired by Red Dog for the quoted price of \$1250.

Mike Douglas Plumbing's \$2300 quote for walkway drain outside of Unit 28 was approved by the Board. Actual work was done Thursday, January 21. MD Plumbing discovered severe blockage from roots. Since plastic pipes were used, it was impossible to clear without destroying everything. Charlie Alfano was able to witness and discuss the situation, possible remedy. On Friday, January 22, MD Plumbing sent Charlie a new quote and he shared it with the BOD. They reduced the original \$2300 quote to a labor charge of \$800. They now estimate the remedy to cost \$7900. At this time, we have received an adjusted quote from Michael Douglas Plumbing for the amount of \$4500 for them to create a new exit for the water to drain underground.

Board also agreed to stop the Hoskins Pest Control contract and accept Gardenmasters for pest control. Annual price is the same. Gardenmasters will provide an additional inside treatment as long as all interested residents schedule the same day. Our 2021 inside pest control will be January 26. At the time of this writing, 15 residents requested treatment, 10 said no. At the time, the outside perimeter will be treated. All residents can contact Gardenmasters between quarterly treatments if they experience problems inside.

Because Marchbank announced their resignation at the end of April 2021, we have been interviewing landscape companies. Details will be discussed under New Business.

January 15, Unit 8 called about a leak at the baseboard/floor area of a bedroom. We discussed calling MD plumbing and Mastercraft but the owner discovered cause was due to plant roots growing into concrete foundation.

Don Hattendorf has volunteered to perform pool chemical readings on Saturdays and Sundays until the end of April. More volunteers would be appreciated to relieve Don as well as cover the summer months. If there is anyone else that would like to help out please let us know. John Crary asks is it just the readings for chlorine and PH? Yes that's it and also inputting the results into the log. Southwest pools is our contracted pool maintenance company, Full Circle Maintenance does the pool testing on Tuesday and Thursday the off days for Southwest Pools. John Crary is a CPO and is able to read the tests, doesn't want to be limited on time but will take a look with Don.

Expend funds needed to resolve drainage issue at unit 28 for the amount of \$4500.00: A motion was made by John Crary to accept the charge of up to \$4500 for Michael Douglas Plumbing to resolve the drainage issue at unit 28. The motion was seconded by Johanna Elliot. The motion was put to a vote:

*Yea (4): K. Quigley; J. Crary; R. Arrighi & J. Elliot
Nay (0):*

Motion Carried

John Crary: please inform me of when Michael Douglas Plumbing will be coming out to complete this job.

COMMITTEE REPORT

Landscape update: Adele Bowen: We have finished all of our current projects for landscaping.

NEW BUSINESS

Full Circle Maintenance Review: Randy Davidson: We have been letting them get used to the maintenance list. No issues have been brought to our attention just some minor repairs. Also waiting on a response on how they will input this work into their schedule. We will be receiving the first payment for Full Circle shortly.

Landscape Company Review: Zach Laurie: We have a total of 5 landscaping bids received, the first two companies we sent to the BOD was Juniper, and MRT of Southwest. These are larger companies and provide a full service program. The remaining 3 bids were received this month, we were trying to find smaller companies that will supply the same work we receive from Marchbank. Annual costs for each landscaping company:

(Full Service) Juniper- \$32,052; MRT of Southwest- \$30,000

(Equivalent to Marchbank's Scope of Work) Duval- \$25,844; Twin Palms- \$24,480; Vargas- \$24,000.

Considering we have dealt with Vargas and everyone has been pleased, I would like to have another meeting with them to clarify and have them supply us a more detailed contract of what to expect and how often to expect it. I know we spoke about all of this on our bid meeting, but we need the contract to support what we were told.

John Crary: agrees we should meet with Vargas again, it seems like whatever route we go it will be doubling our landscaping costs. With the bids that are coming in will we be receiving any extras that would account for the extra cost, or has Marchbank really been giving us a great deal this whole time? We will not be receiving any additional work for this cost, but we all know with Russel being a one man show some issues with trimming comes up from time to time. With the newer bids they are stating they will trim more frequently so we don't run into these issues anymore. You are correct that Marchbank has been giving us a deal.

Unit 4 Alteration Application: Need additional information like Insurance from the contractor, and a description of the work being done.

Unit 30 Alteration Application: We are currently waiting on this application to be returned.
*Table Alteration Applications for unit 4, and unit 30 for next meeting if info is received.

UNFINISHED BUSINESS

Roofing Project: Robert Arrighi: The Consult Engineering pre bid meeting was 1/18/21, with 7 roofing contractors invited, not sure how many of them showed up. Bid packages are due back 2/15/21 and Aaron needs about a week to complete so by 2/22/21 we should have the bid tabulation for our 2/25/21 BOD meeting. We would then select a contractor, make notice for special meeting for special assessment, which needs to be sent out by March 11th. Assuming it passes we will have 30 days to receive the money. After our February meeting things will start moving rapidly. John Crary, can we do the vote for special assessment over Zoom, or does it have to be a mail in vote? Bob Arrighi, Mike may have said we can vote online via zoom. I will have to double check with him to make sure. John Crary, If we do have to have a mail in vote we may have to push these dates back further. In 14 days it seems impossible with the mail lately to get these votes back in that time. This vote will need 51% approval from the membership and Bob Arrighi will contact the Attorney. John Crary, Mike also mentioned having a bond also billed into the contract, as well as wanting to see a contingency built into the contract. Bob Arrighi, a bond is already implemented in the bid package and I believe contingency is also, if not we will need to input this.

Next Board Meeting: Thursday, February 25th, 2021 at 9:00 AM, to be conducted by Zoom

With no further business coming before the Board, a motion was made by John Crary and seconded by Johanna Elliot to adjourn the meeting at 9:47 AM.

Submitted by:

Barbara O'Grady

Barbara O'Grady, LCAM

Argus Management of Venice, Inc.

Management Agent for Jetty Villas Association, Inc.