

WATERSIDE VILLAGE OF PALM BEACH
CONDOMINIUM ASSOCIATION, INC.

Board Meeting Thursday, April 7, 2005

Present: Pierre Dumont, President/Treasurer
Gary Mehall, Vice President/Director of Security &
Emergency Committee
Claude Poirier-Defoy, Secretary
Jacques Lampron, Director of Operations
March Rochon, Director Communications Committee
Gabriel Belanger, Director of Technical & Maintenance
Iyad Kennedy, Director of Strategic Planning
Daniel Harvey, Office Manager

Meeting commenced at 7:30 p.m. Mr. Dumont explained to the assembly that the meeting would be conducted in English, with a summary in French at the conclusion.

1. **Quorum** was met, as all board members were present.
2. **Approval of agenda:** Mr. Kennedy requested that the Board table the topic of Insurance. The Board agreed. Mr. Lampron moved to approve; Mr. Rochon seconded. Agenda approved.
3. Approval of Minutes of Meeting March 3, 2005: Mr. Rochon pointed out corrections regarding named individual Page 2, Item #5, delete # 12.
Page 3 Item 5: correct the name of Yves Ouellette.
Moved by Marc Rochon and seconded by Gary Mehall.
4. **Instrument of Delegation of Authority:** Mr. Poirier-Defoy asked Board members to refer to the copies prepared for them describing the procedures enabling the General Manager and the directors to better expedite purchases, leases, and other issues that occur, particularly during off season. Mr. Poirier-Defoy moved to accept the document; Mr. Lampron seconded. Motion passed.

5. Reports

A. **Security:** Gary Mehall

Mr. Mehall explained the gate is left open between the hours of 8 a.m. to 6 p.m. to allow access for construction workers, but beginning April 20 the gate will be closed throughout the summer months.

Inventory is being taken of current signage, replacing old signs and installing new ones. A guard at the gate is on duty between the hours of 5 p.m. to 5 a.m. Five (5) security companies were interviewed, the company AMR Security was chosen.

The procedure of the guard is to stop all visitors, record the vehicle model and color, the license plate number, insurance and inquire which unit is the visitor's destination. **New gate cards** will be issued in the summer of 2005, and only 2 cards per unit will be permitted. New vehicle decals (stickers) will also be issued in red for owners.

Emergency Preparations: Mr. Mehall explained the necessity of coordinating instructional information between office personnel and Mr. Belanger, Director of Operations, prior to hurricane warnings. Trees have been trimmed, and the local Fire Department has been consulted regarding emergency preparations. Mr. Mehall strongly advised Maintenance to take inventory of necessary items such as chain saws, generators, etc. and if equipment is lacking, to purchase these items in advance. Additionally, he advised that a security guard be on duty 24-7 during any power outages due to hurricanes. Mr. Mehall moved to approve the contract to AMR, seconded by Marc Rochon.

B. Maintenance: Gaby Belanger

Mr. Belanger pointed out that if any owner installs tile flooring on upper floor condos, installation of ¼” cork must be installed under the tiles. Mr. Belanger said that on March 17, he met with consultants from University of Florida (U of F) to check which trees should remain or be removed/trimmed. Mr. Rochon expressed the necessity of ensuring that only experts in Florida foliage be in charge of these determinations. Mr. Belanger said the consultants from U of F are helping to train Waterside in knowledge of Floridian plantings.

Shutters: Mr. Poirier-Defoy asked for a new plan for shutters. Mr. Belanger described the most economical shutters are the metal panels; accordion shutters are permanent and would be left open 99% of the time, and are more expensive. Most costly are impact-resistant windows. Mr. Rochon asked if owners will get choices and strategy by December 2005. It was then concluded that a survey will be conducted before the end of the year. Mr. Belanger said sprinklers are halfway finished; \$40,000 has been spent on fence repair or replacements. Thirty-one (31) pallets of sod were laid by volunteers and are 90% finished; 1500 bags of mulch have been applied. Some awnings were repaired; and balcony awnings should be replaced in six months, color to be approved. Wood dividers between upper B units will be replaced with white PVC as wood has been deteriorating. The tennis court repairs cost \$15,000, with new lighting expected to cost \$15,000, hopefully contributed by the Social Committee.

C. Social Committee, proposed protocol –

Mr. Poirier-Defoy complimented the former Social Committee members for many years of successful activities. However, after discussion with committee members and the Board, it was agreed that a new protocol to extend availability of common areas to all 412 residents must be implemented. A document detailing the new plan will be available at the office the next day. Mr. Rochon moved to approve the proposal; Jacques Lampron seconded.

D. New purchaser application and process –

Mr. Lampron explained the necessity of giving fair chance to persons to acquire property at Waterside, yet to respect the existing owners. Regulating investors will be stricter, in effort to avoid renting to undesirable elements. A deposit fee of \$1000.00 will be required for all owners renting out their condo, for a period of 6 months and more. This procedure is utilized in other condo communities, and some have even higher fees. Strict enforcement of rules will be in place.

E. New tenant agreement and process (Short term leases) –

Mr. Lampron reminded the assembly that costs to run Waterside Village are getting higher. A renters' deposit of \$100.00 is required, and for any additional person arriving later and residing in the unit will be charged \$100.00 for a car decal. Additional access cards will be \$50.00, and if the renter gives back the card, they will get \$10.00 refund. Mr. Lampron described the time-consuming

tasks of office staff, especially when renters come in asking about store locations, etc. or persons wanting Xerox copies or faxes.

Mr. Lampron relayed the following:

Transfer fees: \$50 to \$100; Faxes: \$2.00 per sheet U.S.; \$3.00 per sheet Canada
Xerox copies: 50 cents per sheet; Access cards \$50; 2nd Decal: \$100.

Mr. Lampron moved to approve his proposal, seconded by Mr. Poirier-Defoy and motion carried.

F Fining procedures – Claude Poirier-Defoy

A method of imposing fines on owners for violations will include a hearing with the owner, and three (3) owners selected at random to hear the owner's case. Fines of \$100 a day up to \$1000 can result in liens.

Mr. Poirier-Defoy moved to approve the proposal. Mr. Kennedy asked how fines would be collected. Mr. Poirier-Defoy replied that owners would be contacted by the Manager. Liens would be levied through prosecutors.

Mr. Rochon moved to approve the proposal; Mr. Kennedy seconded. Motion carried.

G. Website and Bulletins – Marc Rochon

Mr. Rochon explained to the assembly that the website is operating and available at www.watersidevillage.com. Administrative information is offered at the site, as well as other items of interest. Mr. Rochon gave praise to Louise Philippe-Rochon and Scott Perron for their tireless efforts in preparing the website in a timely manner. Elissa Crawford was also mentioned for her efforts. Bulletins have been posted in physical locations on Waterside property as well as on the website for more urgent notifications. Six bulletins have been posted to date. The Journal is another aspect of the Communications Committee and contains more personal touches such as stories, points of view, products etc. and he encouraged residents to utilize the site to “feed” the project.

Mr. Dumont complimented Mr. Rochon for setting up the website sooner than he expected and commended the committee.

6. Financial Update –

Mr. Dumont said that due to software problems, a full report was not available but he had been in contact with Yves Quellet and there is \$28,000 to the positive. No foreseen major discrepancies at this time. Cash flow is good.

Insurance reimbursement will begin soon. Mr. Dumont mentioned that new cases of mold are still being reported. Reconstruction of 25 units is still needed, and

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installations of 15 are left to do; firewall inspections of 275 units are still needed within a week. Inspectors will need access to all units; presently the office still does not have keys to 20% of condos by owners. If inspectors need to remove doors or get a locksmith, it will be at the owner's expense. The clubhouse flat roof needs repair of \$15,000.

7. Hurricane Update – Pierre Dumont

Anyone needing to report damage claims must have their reports in by April 18, 2005. There are still thirty units needing work; owners who still have had no reconstruction in their unit must notify the office immediately. It is expected that by July, reimbursement to owners will be met. Of the two liens recorded against the properties and reported at the last board meeting, one lien of \$124,000 was paid and cancelled and the second one was reduced by an amount of \$87,000 leaving a balance of approximately \$289,000.

8. Miscellaneous (Varia) -- Insurance

Iyad Kennedy said he has been investigating several insurance brokers to obtain more affordable policies for Waterside. Only Citizens Insurance Company will cover areas east of I-95. Since insurance costs are 20% of Waterside's budget, and Citizens increased their rate by 17% (total of \$22,000 more, or \$50 to \$60 per unit per year), Mr. Kennedy has considered seeking companies outside the state of Florida. Mr. Kennedy explained that after analysis, brokers are reluctant to give quotes to

associations with open claims. Mr. Kennedy suggested that the Association could possibly save money by choosing a company to cover all aspects of insurance including wind and fire, and inquire about additional discounts. Three companies have been considered.

Discussion followed. Mr. Dumont asked when a final package could be expected, his desire being within 7 to 10 days. A package from Citizens group is expected in three weeks. Mr. Rochon commented that definite insurance quotes should be acquired more rapidly.

Mr. Dumont then concluded the meeting at 8:20 p.m., and invited the assembly to ask questions.

9. Question Period

A question period of 30 minutes followed the meeting.

The next board meeting will be June 16, 2005.