

**GRAND PANAMA BEACH RESORT OWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**June 10, 2022, 5:00 PM CT**  
**Grand Panama Tower II Board Meeting Room**  
**APPROVED MINUTES (8.8.22)**

- A. **CALL TO ORDER:** The meeting was called to order at 5:03 PM CST, by Board President, Frank Booke
- B. **ESTABLISH QUORUM:** Quorum was established with Nancy Stovall, Glenn Holliday, Woody Junot, Frank Booke, JPorter Share, Pete Morreale and Jarod Tripplett participated either in person or via Zoom teleconference. Jason Bennett (CAM) was also present on behalf of RC Association Management.
- ALSO IN ATTENDANCE: Owners in person:** Mike Harper (2-305) was in person, (12) twelve owners were present via Zoom teleconference. Also in attendance was Brandon Durham from Valcourt Waterproofing & Restoration.
- C. **PROOF OF NOTICE:** Jason Bennett (CAM) verified Proof of Notice was posted according to Florida Statutes and Association Documents.
- D. **APPROVAL OF MEETING AGENDA:** On a **motion** by Nancy Stovall and a second by Glenn Holliday the meeting Agenda was approved. **Motion carried unanimously.**
- E. **APPROVAL OF THE APRIL 30, 2022 BOARD OF DIRECTORS MEETING MINUTES:** On a **motion** by Nancy Stovall and a second by Glenn Holliday the April 30, 2022 Board of Director Meeting Minutes were approved. **Motion carried unanimously.**
- F. **MANAGEMENT REPORT:**

ADMINISTRATION:

Correspondence received and/or mailed:

- Mass emailed owners regarding Pest Control notice (3.9.22).
- Mass emailed owners regarding Tower 2 Balcony Inspection Update (3.10.22).
- Mass emailed owners regarding Tower 1 pool closure and opening (3.13.22).
- Mass emailed owners regarding Food and Drink within Pools/Hot Tubs (3.14.22).
- Mass emailed owners regarding Pool Rules Follow Up (3.14.22).
- Mass emailed owners regarding Tower 1 Elevator Outage (3.15.22).
- Mass emailed owners regarding Tower 1 – Stacks 08 & 09 Smoke Test (3.15.22).
- Mass emailed owners regarding Draft Board of Director Meeting Minutes 3.10.22 (3.18.22).
- Mass emailed owners regarding Elevator Testing Notice (3.21.22).
- Mass emailed owners regarding Tower 2 – Fire Alarm (3.21.22).
- Mass emailed owners regarding Tower 1 Main Pool Gate Closure (3.21.22).
- Mass emailed owners regarding Locker Update (3.22.22).
- Mass emailed owners regarding Balcony Inspection Update (3.23.22).
- Mass emailed owners regarding Bicycle Storage and Available Storage Closets (3.23.22).
- Mass emailed owners regarding Pest Control notice (3.23.22).
- Mass emailed owners regarding Vehicle Owner Decals (3.25.22).
- Mass emailed owners regarding PCB and PANAMANIAC 2 – Final Invasion (3.28.22).
- Mass emailed owners regarding Reminder – Tower 1 Smoke Test Stacks 8 & 9 (3.29.22).

Mass emailed owners regarding Tower 1 Core Drilling Notice (3.30.22).  
Mass emailed owners regarding Potential High Winds and Balcony Items (3.30.22).  
Mass emailed owners regarding Weather Notice (3.30.22).  
Mass emailed owners regarding Tower 2 Pool Closure (4.1.22).  
Mass emailed owners regarding Tower 1 – Floors 15 – 22 (4.4.22).  
Mass emailed owners regarding Pest Control notice (4.6.22).  
Mass emailed owners regarding New Guest Registration Platform (4.9.22).  
Mass emailed owners regarding Guest Registration PDF and Guest Pet Policy (4.11.22).  
Mass emailed owners regarding Tower 1 – Construction for Pool Heater (4.12.22).  
Mass emailed owners regarding Pest Control notice (4.13.22).  
Mass emailed owners regarding “Owners Who Rent.” (4.19.22).  
Mass emailed owners regarding Tower 1 Elevator 2 Outage (4.20.22).  
Mass emailed owners regarding Security (4.21.22).  
Mass emailed owners regarding Pest Control notice (4.28.22).  
Mass emailed owners regarding Board of Directors meeting notice (4.28.22).  
Mass emailed owners regarding Internet Outage (5.1.22).  
Mass emailed owners regarding Internet Update (5.1.22).  
Mass emailed owners regarding Door Painting Notice (5.2.22).  
Mass emailed owners regarding DRAFT BOD Meeting Minutes (4.30.22).  
Mass emailed owners regarding Pest Control notice (5.4.22).  
Mass emailed owners regarding Balcony Measurements (select Tower 2 units) (5.4.22).  
Mass emailed owners regarding Storage Closet Rental (5.5.22).  
Mass emailed owners regarding Pest Control notice (5.11.22).  
Mass emailed owners regarding Pest Control notice (5.18.22).  
Mass emailed owners regarding Pest Control notice (5.26.22).  
Mass emailed owners regarding Pest Control notice (6.2.22).  
Mass emailed owners regarding Tower 1 Elevator Outage (6.3.22).  
Mass emailed owners regarding Tower 2 Pool Closure (6.5.22).  
Mass emailed owners regarding Board of Director Meeting Notice 6.10.22 (6.7.22).  
Mass emailed owners regarding Pest Control notice (6.9.22).  
Mass emailed owners regarding Tower 1 Elevator Outage and Update (6.9.22).

#### PROJECT UPDATE AND STATUS:

##### Administrative Projects:

- Prepare invoices for payment and approved invoices during the month.
- Approved time for team members.
- Persistent work on gaining unit access for emergency and routine maintenance on behalf of the Association.
- Met with Bobby Painter, Division Manager with Rotolo Consultants, Inc., (RCI) in regard to property landscaping and addressed ongoing issues as well as property projects.
- Created Balcony Inspection Spreadsheet to be used for soliciting at least 3 bids for building project (Valcourt, C-Sharpe & Munyon). All but (4) four units were inspected. Management is addressing access with owners immediately. Per Brandon with Valcourt, we are still scheduled for August 2022.
- Ordered green and orange pet leash identification covers that will identify pets on property. Green will be for owners and orange will be for guests. The leash covers will have the name Grand Panama.

- Addressed (7) seven Tower 2 floor 1 & 2 HVAC Condensers hanging within P5 parking garage.
- Worked with Association Attorney in regard to a Hold Harmless Agreement and communicated HVAC Condenser issues with owners via email.
- The Owner Services desk now has a desktop computer set up and is connected to the network to ensure all files are saved and backed up. The computer will serve as the main computer for registration and parking pass information, as well as maintaining the pet registry. Security will now have access to this computer to gain information if needed regarding guests, vehicles, and pets.
- Received and processed the Insurance Sewer Claim check with RCAM Accounting. Association has now been paid in whole.
- Assa Abloy has confirmed that the new entry doors for Tower 1 and 2 will be delivered and begin installed anywhere between June 2 – 24. Assa Abloy has indicated shipping of doors has been delayed. We are to be contacted once doors are shipped.
- Construction and preparation for Tower 1 heater pad has been completed. Heater has arrived and will be delivered to property within the coming week. Once arrived, installation will be scheduled.
- Overseen and worked with Anthony DuBose concerning property insurance renewal. Discovered a budgeted item that did not exist and was able to help save the Association money by re-allocating the funds.
- Set up new voicemail greeting for the owner and guest services phone. Greeting states information on how to contact the manager, maintenance and security.
- Further revised the building scope of work and sought quotes for balcony carpet options.
- With help from security, we are working to identify owner vehicles and update the information into AppFolio. We are identifying vehicles with old decals and asking that they come pick up their free decal at Guest and Owner Services in the Tower 2 lobby.
- Transition from Square account to Authorize.net complete and registration form updated. New interface has received positive feedback from guests due to ease of use compared to first version.
- Created and completed Balcony Inspection Spreadsheet to be used for soliciting bid for balcony carpet installation as a part of the insurance repair. Proposal to be delivered 5.27.22. Once received, the proposal will be sent to the Board.
- Pest Control issues have been improving. Mice/rodent issues are few and I have only received 1 communication regarding mice in the past month. Unit access is at an all-time high and units are being serviced. If a guest refuses service, we have been successful at having the unit serviced the following week instead of waiting until the next quarter to service. By ensuring units receive service, we are receiving fewer notifications of pest issues.

**New Owners (2022):**

<b>UNIT</b>	<b>OWNER</b>	<b>PURCHASE DATE</b>
2-1206	Anderson, Glenn & Olga	1.14.22
2-606	Andes, David	1.19.22
	Weiner, Ida & Wes	
	Farrar, Stephen & Margaret	
	Andes, Jerry	
	Miabear Properties, LLC	
	Virgin, Brett	
	Levinson, Peter & Helene	
	Colten, Steven & Robin	
	Malina, Whitney	
	Rickenbacker, Sarah & Scott	
	Levinson, David	

	Lebowitz, David	
	Jackson, Emma	
	Mezza, LLC	
1-307	Wright, Michael & Jennifer	1.19.22
1-1202	KC Beach Condos, LLC	1.24.22
2-1003	Solek, Kenneth & Phoebe	1.28.22
1-601	Fields, Roger	1.28.22
	Thomas, Mehgan	
1-504	Deitch, Jeremy & Molly	2.10.22
2-1203	Penmetsa, Ravindra & Sujani	2.10.22
2-107	Toth, Austin & Kerri	2.18.22
2-807	Tupelo PCB S Corporation	3.3.22
*2-302	Beach Cowboy, LLC	3.4.22
1-1606	Knoll, Charles & Debra	3.15.22
2-904	Eagleson, James & Lois	3.15.22
1-606	Cahoon, Daniel & Erin	3.18.22
1-306	Deshpande, Shiram & Amirta	3.21.22
1-907	Hamdan Quality Roofing, LLC	3.23.22
2-1307	McLeroy, Mark	3.25.22
1-701	Emmett, David & Dana	4.15.22
2-1207	Share, Daniel & Candance	4.17.22
1-1003	Front Beach Road, LLC	4.21.22
1-1306	Rogers, Neil & Julie	4.25.22
1-703	AD Property Management, LLC	4.29.22
2-1404	Bauerle, Todd & Susan	5.25.22
1-205	Wise, Greg & Brandi	5.25.22
1-1305	Martin Property Group, LLC	6.3.22

#### MAINTENANCE PROJECTS AND UPDATES:

- New sump pumps and control panel have been installed on the ground floor for Tower 1.
- New Tower 1 Pool Gate installed.
- New grill lighters for Tower 2 pool area.
- Installed Tower 2 domestic water pump. We now have a backup on standby.
- New gym equipment has been installed and the old equipment was traded with Absolute Fitness in exchange for a year and a half of preventative maintenance.
- Annual Plantings have been installed at the Tower 1 Pool, Tower 2 Pool and Front Entrance Sign.
- Hiller has completed the sprinkler pipe replacement for Tower 2 ground floor and maintenance room.
- Storage Lockers have been cleaned. Items outside and on top of lockers have been removed and are currently stored in the maintenance shop. I wish to have Board direction on how long we are to hold on to the items until considering the items abandoned. Empty lockers with a lock, the lock has been removed to allow for owner usage.
- Repairs to the west tower 2 gate have been completed in house by maintenance.
- Installed two (2) under the sink mounted electric water heaters within the men's and women's bathrooms in the Commercial Unit #3 – Restaurant.

- Both crosswalk signals have been installed. (*Thank you to Mr. Eagleson for making this happen*)
- Addressed possible trip/fall hazard liability area by painting and installing bollards (commercial parking space east side of property)

Management addressed the Board for clarification and discussion concerning the towing time frame. After discussion, on a **motion** by Nancy Stovall and a second by Glenn Holliday, the towing time frame for a vehicle without a property parking permit ID is one (1) hour. **Motion carried unanimously.** Frank Booke asked Management to send out a couple of email reminders to owners/rental management companies before officially enforcing the rule.

## G. OLD BUSINESS:

A. **Insurance Funds – Building Project** – Board President Frank Booke addressed the Board and owners and begun by stating that the project has been in the making for over 18 months and final coming to fruition. The Board has sought proposals from (3) three reputable contractors for both building and roof and were all issued a RFP (Request for Proposal). After review, the Board narrowed the contracts down to Valcourt (Building Project) and asked for Valcourt to have their representative Vice-President Brandon Durham present for the Board of Directors meeting to address any necessary questions. Mr. Booke turned the conversation over the Jason Bennett CAM and Brandon Durham to discuss the scope of work. Mr. Bennett address the Board and Owners by first stating that the revised proposals were a result of an inspection that has taken place of the past several months which helped to create a concise and Jason Bennett quoted the scope of work as follows for work to be completed to both Tower 1 and Tower 2, as well as the stand-alone parking garage:

1. Erect swing stages to all for vertical access and inspection of walls.
2. Remove and replace an assumed 6,000 linear feet of damaged sealants.
3. Repair up to 225 rust spots on ceilings.
4. Repair up to 540 stanchions by digging out defective grout, cleaning any rebar in contact with rails, and pouring back new non shrink grout.
5. Concrete repair allowance of \$8,000.00.
6. Pressure wash walls and ceilings to remove salt and debris.
7. Apply primer to wall surfaces as deemed necessary by coating Manufacturer's for proper adhesion of finish product.
8. Apply two (2) coats of acrylic wall coating to wall and ceiling surfaces.

### Balcony Deck Coating:

1. Grind existing coating on private balconies to remove paints.
2. Pressure wash surfaces to remove dirt and debris.
3. Solvent wipe deck surfaces.
4. Install base coat with sand to an assumed 500 sf to try and minimize ponding.
5. Install BASF Masterseal 1500 base coat.
6. Install BASF Masterseal 1500 top coat. Color to TBD by Board.

Five (5) year labor and material warranty from deck coating manufacturer to be issued at completion.

Project estimated to begin mid-August to early September 2022. A preliminary schedule will be made a provided to Management. Management will communicate with ownership. At no time will a floor or unit have to be closed. All access for balcony repairs will be completed from the outside.

Roof Repairs and Walkover Repairs have been narrowed down and the Board has narrowed the selection of the roof repair company down to Roofing Plus, Inc. However, the Board is happy with the Tower 1 and Tower 2 quotes for repair, but the walkover quote is not finalized at this time.

Nancy Stovall urged the Board to consider a 10-15% contingency based upon rising costs of materials, etc.

Board President Frank Booke, asked all Board members and present owners to review the Building Project and Roof proposals and the Board would reconvene on Monday, June 13, 2022 at 4:00 PM CT for another Board of Directors meeting for the final discussion and approval of the proposals.

#### H. **New Business:**

**A. Electric Car Stations** – Nancy Stovall addressed the Board concerning electric car charging station research. The following Owner helped to research and contribute: Gene Bazan - Owner, Unit 1-1109, Vladimir Mogill - Owner, Unit 1-1505, Dean O'Reilly - Owner, Unit 1-401, JPorter Share - Owner & Director, Unit 2-1207 and Nancy Stovall - Owner & Director, Unit 2-1502.

**Purpose:** With the increase use of electric cars, owners have raised the possibility of providing charging stations at Grand Panama Beach Resort.

**References:** Florida Statute 718.113 (8) a. A declaration of condominium or restrictive covenant may not prohibit or be enforced so as to prohibit any unit owner from installing an electric vehicle charging station within the boundaries of the unit owner's limited common element parking area.

The installation of such charging station:

- May not cause irreparable damage to the condominium property.
- Electricity for the electric charger must be separately metered and payable by the unit owner installing the charger.
- The unit owner is responsible for the installation, operation, maintenance, repair, hazard and liability insurance for the charging unit.
- If the charging unit is no longer needed, the unit owner is responsible for the cost of removal.

Some condominiums are installing common charging stations that can be used by all owners with the ability to pay per charge:

- In the event the association were to install common chargers in common areas
  - o Would need to adopt rules to prohibit one owner from colonizing or permanently using the parking space.
  - o Would require a vote of the owners because it is a material alternation (Tim Sloan, COA Attorney).

Concerns from Owners Regarding the Installation of Electric Car Chargers

- Paying for the electricity for electric car owners and not paying for gas for gas driven vehicles.
- Non-owners or non-tenants entering the property to charge their vehicles.
- Cost of electric car chargers and the installation which based on electric car ownership may benefit 5% of the owners and guests (Information based on Electek data by state, December 2020).
- An 80% positive vote of the association to allow common area parking spaces to be dedicated to electric car charging stations.

- Increase security requirements for monitoring usage of the dedicated charging spaces and possible vandalism.
- Additional liability insurance requirements.
- Need for a separate electric meter.
- Location of chargers.
- Usage time for each charge - takes approximately one hour to charge 10% or 25-30 miles.
- Dedication of two parking spaces.

It is the recommendation of the Board at this time to **defer (table)** electric car charging stations until Grand Panama has more Owners with electric vehicles.

**B. Owner Requests** – Board Treasurer Glenn Holliday addressed several owner requests that had been communicated to the Association Manager and to the Board. The following items were addressed:

### **Arms Bands required to be on property and not just in the pool areas and gym.**

Actions taken in the past: Totally securing the property has been investigated several times and the cost did not justify going forward.

- A totally gated property would require someone monitoring all the possible entrances to the property (Could be up to 3 people required each shift). Cost for adding an additional person is approximately \$5,000/month, \$60,000/year.
- Numerous numbers of vendors, housekeeping, potential buyers, real estate agents, postal and delivery people would require everyone coming to this property to have a wrist band and would require additional bands to be purchased and increase on workload for those issuing the bands and take away from guest check in.
- Additional staff would need to be added in order to monitor that everyone on property has a band and ask them to leave the property o There is one security officer on each shift and when other duties are being covered, someone would have to monitor. Would include the need to cover all shifts.
- Neither the rules and regulations or condo documents reflect anything on requiring wristbands while on property.

### **Limit Tiki Hut 1 to owners and guests only.**

Commercial unit lessees pay the association around \$265K per year, \$50K is for the operation of Tiki Hut 1 for 8 months, help offset owner assessments.

- Commercial unit lessees expect to make a profit and also expect to be treated equal on all lease agreements.
- Anyone: including guests, owners, non-guests; need to prove negligence in order to hold the resort liable.

### **Restrooms at Tiki Bar 1.**

Florida Code requires a bathroom to be provided for any public pool that accommodates 20 or more people.

- Restrooms and pool gates are locked by security at 10 pm each night and unlocked in the mornings when the housekeeping cleans.
- Security will be asked to enter the bathrooms during the day to verify there is nothing broken or squatters inhabiting.
- Only owners and guests allowed to use the pool.
- People have a tendency to forget codes.

Owner Cerise Pearce (2-306) addressed the Board concerning cleaners parking on garage levels 4 & 5. The Board encouraged Mrs. Pearce to contact security if a cleaner is found to have parked on garage levels 4 & 5.

- I. **ADJOURNMENT:** Glenn Holliday **MOTIONED**, seconded by Nancy Stovall to adjourn at approximately 6:40 PM and the motion carried unanimously.

Respectfully Submitted,

Jason Bennett, CMCA, AMS

