

MINUTES  
BOARD OF DIRECTORS MEETING  
November 26, 2024

**Call to Order:** Bill Steenburgh called the meeting to order at 9:00 AM.

**Directors Present:**

Bill Steenburgh by speakerphone  
Jimmy Lammon by speakerphone  
Carole Maeder in person  
Juliane Mondano in person  
Shawn Parker in person

Bonnie Schinke CAM, several units represented in person and on speakerphone, was also present.

**Approval of Minutes:**

*Carole Maeder moved; seconded by Juliane Mondano, to approve the minutes of September 24, 2024, as presented. All voted aye. The motion passed.*

**OFFICERS REPORTS:**

**President-** Bill Steenburgh

**President's Report**

- Thanks, Recognition and Asks
  - Thanks to Sorrento staff for the great work getting the building ready for this season. Bonnie will be providing update in Manager's Report, as well as updating the action register on Sorrento website.
  - Thanks to entire Board, Finance Committee and Building and Maintenance Committee for all the hard work done on both General Reserve and SIRS Studies.
  - We will be asking soon for owners interested in participating on Sorrento Board for 2025-2026. Also always interested in participation in various committees that keep our building looking great and running efficiently.
- Executive Summary of financials (Shawn will provide details in Treasurer's report)
  - Current YTD financials better than plan and YOY

- We will have surplus left at end of this year that will be applied to 2025 operating budget
- With passage of the recent Sorrento Declaration changes, as well as other updates worked with SOCOTEC on the General Reserve and first SIRS Reserve studies, our 2025 total reserve contribution will be @\$340K (\$300K in 2024). As projected by SOCOTEC, we will be fully funded. Once final versions of Reserve Studies are received, they will be posted on our website for all to see.
- The 2025 operating budget that is being finalized will reflect the above, as well as planned YOY reductions in operating expenses. From a process perspective, the details will go in the mail to all on 12/2 and board will vote on budget in 12/17 meeting.
- *Net is good news in that unit owner assessments will go down for 2025!*
- Selective comments for Old and New Business to share as appropriate
  - Pet Policy
    - Share note regarding exception to pet policy discussed in previous meeting.
    - Provide additional commentary on Service Dogs and Emotional Support Animals
    - Considering potential change to Pet Policy (ability to have two small dogs) but want to get owner input first (survey will go out after the meeting). Open meeting to discussion.
  - Tower Roof Replacement – Awaiting final contract with SOCOTEC (engineering consultants that did our Reserve Studies). They will be developing bid specs, managing the bid process and ensuring work is done to specs. Goal to have complete prior to insurance renewal.
  - Security Cameras – At present time are going to stay with existing system we have. We do have a quote for additional cameras but are putting it on hold for now. We would need to replace entire system to add additional cameras and cost is not budgeted. Will add to action register. Open for discussion.
  - AC Maintenance Contracts - Strongly recommended for all units. Review challenges within geographic area and our building regarding biofilm (white slime)/Zooglea. Will ask Building and Maintenance Committee to assess potential solutions.
  - Elevator Tile Replacement – Review unit owner input and direction decided.
- Meetings-Last Tuesday of Month at 9AM. Every month in season (November through May) and every other month for balance of year (no meetings in June, August and October)
  - Board Meeting dates for coming year
    - 2024 – 12/17
    - 2025 – 1/28, 2/25, 3/25 (annual meeting)

## **Sorrento Condo Association Vision**

*Strive to enhance the overall quality of life, making Sorrento a desirable place to live, while generating enduring value for all stakeholders.*

### **Key strategic planks**

- **Building community** - key point of differentiation for Sorrento
- **Building value** - preserving and augmenting owner's investment
- **Balanced/Focused Outcomes** - meeting owner needs, as well as Sorrento, employees, and the broader Colony & Pelican Landing communities
- **Financial prudence and discipline**
- **Enhancing collaboration** – owners, board, committees and employees
- **Employee satisfaction** as integral members of the Sorrento community.
- **Adherence to Condo Association laws, rules and regulations**

### **Treasurer's Report-** Shawn Parker

#### **TREASURER'S REPORT**

October 31, 2024

#### **OPERATING ACCOUNT**

Operating cash which is held in a Valley National Bank checking account totaled approximately \$410,866.

#### **RESERVE ACCOUNT**

Reserve cash totaled approximately \$1,357,804

The reserve cash is held as follows:

\$250,897 in Merchants Bank Sweep 4.25% (fully insured)

\$180,704.03 in Merchants Bank of Indiana money market/savings account yielding 4.64% up from 4.25% (fully insured)

\$70,455.01 in Valley National money market account yielding 4.03% which is up from 3.95% in June

Merchants Bank various CDs (Fully insured)\*

\$100,604 @ 5.25% maturing 12/19/2024

\$100,604 @ 5.25% maturing 3/20/2025

\$100,604 @ 5.25% maturing 3/20/2025

\$100,604 @ 5.25% maturing 3/20/2025

\$100,604 @ 5.25% maturing 9/18/2025

\$100,604 @ 5.25% maturing 9/19/2025

\$252,124 @ 5.25% maturing 9/09/2025

"\$0" Fifth Third money market account, account closed. Full balance transferred to Merchants Bank( even though Doug is still showing a 5/3rd balance).

\* The interest is being reinvested in the CD's ( so that more money is earning the 5.25% rate).

### **FINANCIAL RESULTS (as of October 31st, 2024)**

Favorable variances to budget resulted from:

- o lower insurance expenses (-79k)
- o higher other income from the guest suites and interest payments (+ 19k)
- o Lower year to date Utility expenses (-8k)

Negative variances to budget resulted from:

- o higher Adm costs (+9)
- o higher Building/maintenance (+ 31k)
- o higher Pool expenses (+8.6K)

**Year to date, Sorrento is under budget by about \$67,000**

Respectfully submitted:  
Shawn Parker, Treasurer

## **Manager's Report October - November 2024**

1. Guest Suites – 9 nights for the month of October and 11 nights for November
2. Unit rentals

| UNIT | LEASE PERIOD        | NAME                           |
|------|---------------------|--------------------------------|
| 1002 | 07/31/24 - 02/28/25 | Marjorie Jo Koch & Lawton Koch |
| 803  | 04/01/21 - 03/31/25 | Stephen O'Toole                |

3. Sales- no new sales.
4. Quarterly Fees – All have made payment.
5. Units for Sale – 1901 under contract, 903, 802 & 303.
6. Fire Alarm System – All is running well.
7. Fire Sprinkler System—Wayne replaced a few more sprinkler heads in the porta cache so we comply with the fire requirements.
8. Fire Pump – is in good working condition
9. Generator—We used half the diesel fuel during Milton. On November 14, both the fire pump and the generator were filled with diesel.
10. Domestic Water Pumps—Sometimes, due to sporadic power outages, the domestic water pump shuts off due to surges. These pumps need to be

manually reset. Signs that the pumps need resetting are brownish water or low water pressure throughout the building.

11. Landscape—Some of the trees and plants look dead. This is a result of Hurricane Milton blowing saltwater. Determining if the landscaping will flourish may take 6 to 12 months. The landscaper will fertilize the royal palms to help with their recovery. Removing dead foliage from the trees and palms will shock the trees; it is best to let them shed naturally. Mulch was installed around the entire property.
12. Pool/Spa—One pool heater was not working. The part came in and was installed on November 14. The spa water-out ball valve is leaking. Symbiont will be out to replace it. It is a slow leak and is not affecting the spa's use.
13. Building Air Conditioners—The 40-ton is not working. A few fans and fuses blew after Milton. Comfort Caddies will be here on November 26 to repair 40 ton.
14. Building Maintenance—Milton tore the screens in five 01 units. Super Screens replaced the torn and missing screens at the beginning of November. Clean Up Group will be washing the building's exterior windows. This will take a few days and cost more, as cleaning with the hurricane's debris is more time-consuming. We are waiting for dates from the window washer and will let the owner know when it will be scheduled.
15. Socotec- Will be preparing a quote for consulting services to write up the specs for the roof replacement.
16. Electrical Issues—Several lights are out at the pool, the front walkway, street light poles, and palm tree lights. WC Electric and Hilscher—Clark Electric came out to investigate. They are preparing quotes on a time and material proposal as they will not know the cause of the outages until they dig into the issues. It could be electrical boxes underground that are causing the outages or what they believe is exposed wires that are corroded.
17. Roof Report—Crowther performed their six-month inspection. They will repair or replace damaged or missing roof tiles from the hurricane. The flat roof was noted to need some attention. We will investigate whether the repairs can wait, as we want to have the roof repaired in 2025.

**PLCA Report**—Jimmy Lammon stated that the PLCA has a very good newsletter. Town hall meetings for the Renaissance project are taking place. They have changed the ID cards; they do not match the Colony cards. The guest policy has changed, and you must have a guest pass from the PLCA for beach attendance. Gates will go to the RFID system. The PLCA annual fees included hurricane assessment.

**Colony Report**—Jimmy Lammon stated that new PLCA ID cards may be required for access to PLCA amenities, as some Colony ID cards do not work with the changes at PLCA. The Bay Club is complete and open for business; however, please know that the Bay Club accepts credit cards, however there is a 4% fee. Payment for annual dues cannot be done by Credit Cards, only bank draft or check. The Colony has hired a new privacy company, St Moritz for the gates. There are still streetlights that need to be repaired from Hurricane Ian. The Colony is still in a lawsuit with the insurance company relating to claims from Ian.

**Social Committee**—Jane Mook stated that the annual tree trimming and pizza party will be held on Tuesday, December 3rd. If you wish to attend, please sign up in the office. On January 9th, the social committee will host a coffee and dessert event. The social committee will meet in January to finalize the season's events. They are also working on a welcome package for new owners.

### **Old Business-**

**Pet Policy**—It has been requested that the Rules and Regulations be changed to allow two small dogs. Bill stated that many people have expressed both sides of this issue. Two types of pets are permitted per Florida law: service dogs and Emotional Support pets. This overrides our rules and regulations. We will send out a survey to owners for their opinions before considering changing this rule.

**Roof Replacement**—Socotec submitted a contract for a \$9,900 consulting service for roof replacement. They will develop bid specifications, manage the bid process, and ensure work is done according to specifications.

*Motion was made by Carole Maeder; seconded by Shawn Parker to hire Socotec to complete the Roof specifications. All voted aye. The motion passed.*

**Update on Reserves and SIRS report:** Socotec took the board and finance committees' recommendations and is finalizing the SIRS and Reserve report. Once completed the reserves will be forwarded to all owners and will be available on the web site.

**Security Cameras**—We were requested to add a few more cameras to cover the parking lot areas. Key Security came out and investigated our current security system. We would need to purchase and install a new system allowing more cameras, which would cost approximately \$6,000. This project is on hold for the time being.

Navona Garage Roof—Since Hurricane Ian, Novona has lost its parking covers and needs to replace its parking roof covers. This issue will be addressed after the first of the year. Jimmy stated that Novona has samples of the suggested new roof covering in its lobby. Some owners resist the plan and are looking into other options.

## **New Business**

2025 Proposed Budget- The finance committee, which includes Bill & Shawn, is working on the budget along with Bonnie.

AC Maintenance for Unit Owners—Owners must have an AC company maintenance service. Zooglea forms in the condensation lines and clogs them. Regular maintenance will help prevent lines from backing up and causing water intrusion into other units. Tim Alber and Bill Steenburgh will further investigate options to address zoogleal buildup and come back to owners with recommendations on how to effectively address the challenges.

Unit Renovations – None at this time.

Elevator Floors- Many owners expressed interest in installing new tiles in the elevators. Our design team members researched and found tiles similar to those in the Bay Club's elevator. These options were emailed to owners for their opinions. The survey had the majority of owners choosing the cream and tan hexagon tiles. *Bill Steenburgh made a motion, seconded by Carole Maeder, to move ahead with Metro Flooring installing the light hexagon tiles with as little grout as possible and sealing them. Bill Steenburgh voted aye, Carole Maeder voted aye, Jimmy Lammon voted aye, Shawn Parker voted nay, and Juliane Mondano voted nay. The motion carried.*

Electric Proposal—A number of lighting fixtures are not working out front and by the pool area. We had a few Electric companies come out to troubleshoot the issue. It appears that some of the underground wiring has corroded, most likely due to the saltwater flooding from Hurricane Ian. Hilscher-Clark requested close to \$3,000 to troubleshoot the issue. WC Electric submitted a proposal of \$37,800. After discussion, it was suggested we go out for more quotes. This is a safety issue with lights out by the pool area, Bonnie will contact a few more electric companies for quotes.

**Members Comments**—Carole stated that kayaks are not currently available at the marina but are available at Colony and Pelican Landing launches. PL has staff members who help launch the kayaks.

Compliments were extended to the board for their work on the budget, and an owner suggested that any excess surplus be put in the reserves instead of operating the budget.

Barb McGuire requested that the Fire Department that installed the new AED schedule a demonstration for any owners interested in learning how to use it at the beginning of the year when most owners are in residence.

The next meeting will be on December 17, 2024, at 9:00 am.

**Adjournment**—*Carole Maeder moved, seconded by Juliane Mondano, to adjourn the meeting at 10:55 a.m. The motion passed unanimously.*