

Tequesta Garden Condominium Association, Inc.

"We're retired from working, but are working at having fun"

BOARD OF DIRECTORS MEETING

August 30, 2023

The meeting was called to order at 1:01 PM by President Roger Kjar. There were 7 residents in attendance in the Clubhouse and 1 resident on Zoom to salute the flag and Pledge Allegiance. Mark and Daryl were in attendance in the Clubhouse and Becky was in attendance via Zoom.

ROLL CALL:

- Roger Kjar – present via Zoom
- Dick Carter – present in CH
- Peter Kline – present via Zoom
- Kathy Devine – present via Zoom
- Jennifer Jonach – present via Zoom
- Ceil Roy – present in CH
- John Skoglund – absent
- Jim Moran – present in CH
- Elmer Schneider - present in CH

There was a quorum.

APPROVAL OF THE July 25, 2023 Meeting Minutes as unread. Ceil Roy moved to approve the minutes. Jim Moran seconded the motion. The vote was unanimous. **Motion passed.**

TREASURER'S REPORT – Peter Kline went over the July 2023 Financial Report (see attached). Our three biggest expenses this month were insurance, water/sewer and Comcast.

MAINTENANCE REPORT – Mark Cassetta. Fire inspections were done this month. Extinguishers, emergency exit lights and storage rooms were inspected and we had no discrepancies or violations. Backflow valves were checked as well. None failed or had to be replaced. The crack in the slab at 1 Garden #207 was NOT structural. Carousel will fill it with epoxy. Imaging was checked and nothing was compromised which was good news. Termite inspections will be set up in September. I will get the dates out as soon as possible. The hot water at the pool shower is out. Reem will be sending us a new heater and it will be installed as soon as it comes in.

COMMITTEE REPORTS

Insurance – Peter – First insurance meeting will be September 25th at 4:00 p.m. Eric Sowden from Insurance Office of America will be at the meeting.

Building Reps – Ceil – No report.

Landscape Committee – Nancy – No report.

Personnel – Peter – Will schedule an upcoming meeting soon.

Budget Committee – Peter – We had a meeting on August 28th. We reviewed the Reserve categories and updated each for inflation. Identified new areas that need a designated Reserve. The next budget meeting will be 9/19 at 4:00 p.m.

Bylaws/Document Review Committee – Jennifer – The committee proposed a change to our Condo Docs and our Rules and Regulations regarding the installation of hurricane shutters. **SEE NEW BUSINESS.**

Electric Charging Stations – Jim Moran – No report.

Social Committee – Sharon – The first Social Committee Meeting will be on September 21st at 10:30 a.m. via ZOOM. Events will be starting up in the fall. The kitchen in the clubhouse has been organized and Pat Bruss is now in charge of it. There will be no garage sale this year – every other year. The following events are scheduled: 11/11, Ice Cream Social; 11/27, decorating for Christmas; 12/9, Christmas party in clubhouse; 1/6, bus trip to Naples; 1/20, Welcome back party; 2/14, wine tasting and appetizers. Mark your calendars!

Buildings and Grounds Committee – No report.

Vehicle Parking Committee – Jennifer – Next meeting will be September 11th at 10:00 a.m. via ZOOM.

Property Enhancement Committee – Bonnie – No report.

Lease Committee – John – No report.

Kayak Committee – Mike Erving – No report.

OLD BUSINESS

Discussed the water damage that occurred between one of our upstairs units and the unit directly below. A contractor will be coming in to look for mold and moisture. They will then remove the damaged drywall in the downstairs unit and have it repaired. According to Florida Statute, Chapter 718, the association is required to take care of the drywall only (no electrical, no cabinetry, no flooring). Because neither unit owner had insurance we will have to try to recoup money from the unit owner that caused the damage.

We will be calling our attorney for answers to questions regarding insurance and what steps we need to take to make sure residents show proof of insurance. We will then discuss this matter at another Board meeting.

It is VERY IMPORTANT that when you leave your unit for any length of time it is your responsibility to get with Mark to have him turn OFF your water. You can call him, text him or email him. His phone number is 561-222-6116 and his email address is mark@tequestagarden.com

NEW BUSINESS

Jennifer Jonach presented, on behalf of the Document Review Committee, a storm shutter protection proposal. This proposal would require a change to our Declaration of Condominium that will require a community vote. The proposal reads as follows:

ARTICLE VI. 2. d. Effective (date), for the protection of individual units, the common elements and the other units in the building, storm protection shutters or impact glass are required on all lanais/porches, in all units. Unit owners are STRONGLY encouraged to upgrade any outdated storm shutters to Palm Beach County Code hurricane protection requirements. Owners MUST replace any existing shutters if they are removed.

Jim Moran moved that we accept the proposal drafted by the Document Review Committee on storm shutters. Kathy Devine seconded it. The vote was unanimous. **Motion passed.**

The next step will be to review the revised language and prepare for a community vote for the change to our Condominium Documents.

There was discussion as to where to put the \$39,000 check we received from Waste Management. Currently it is in the Paving Reserves. We discussed possibly using it for other maintenance needs.

It was decided that each member of the Board will compile a list of maintenance needs/issues. At the September Board meeting we will discuss and prioritize those needs.

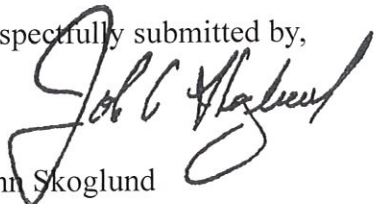
ADJOURNMENT

Ceil Roy moved to adjourn the meeting; it was seconded by Jennifer Jonach. The vote was unanimous. **Motion passed.**

The meeting was adjourned at 2:59 p.m.

The next Board of Directors meeting will be September 26th at 1:00 p.m. in the Clubhouse and on Zoom.

Respectfully submitted by,



John Skoglund
Secretary

Tequesta Garden Condominium Association, Inc.

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July 2023 Financial Report

Total income was \$107,279. Expenses were \$104,313; resulting in being over budget on expenses by \$3,523; and year to date over budget on expenses by \$13,714. Net income is \$28,480 but calculating the money still owed to Comcast (if we cancel our contract) our equity is \$6893.

Cash in the bank is \$1,276,377 broken down as follows:

\$ 126,111	Truist operating account		
\$ 45,590	Truist money market		
\$100	in petty cash		
\$1,104,576	Reserves		
5,000	Wells Fargo checking		
111,676	Wells Fargo 5 month CD		4.40%
110,000	Wells Fargo 11 month CD		3.92%
90,022	PNC		.03%
215,653	First Citizens money market		.25%
272,016	Valley money market		.20%
2,050	Chase checking		
248,000	Chase 5 month CD		3.92%
50,161	Due To Operating Fund		

Reserves – broken down as follows:

\$ 647	Hurricane / Catastrophic Event
\$ 1,597	Shuffle Board
\$ 2,399	Putting Green
\$ 660,977	Roofs
\$ 177,235	Paving
\$ 128,661	Painting
\$ 40,471	Building Repairs
\$ 29,446	Equipment
\$ 4,747	Common Elements
\$ 11,613	Clubhouse Roof
\$ 10,454	Big Pool
\$ 9,866	Small Pool
\$ 26,362	Bad Debt

Submitted for audit, Peter Kline, Treasurer

Storm Shutters

August 30, 2023

Document Review Committee:

Kathy Devine

Jennifer Jonach

Ceil Roy

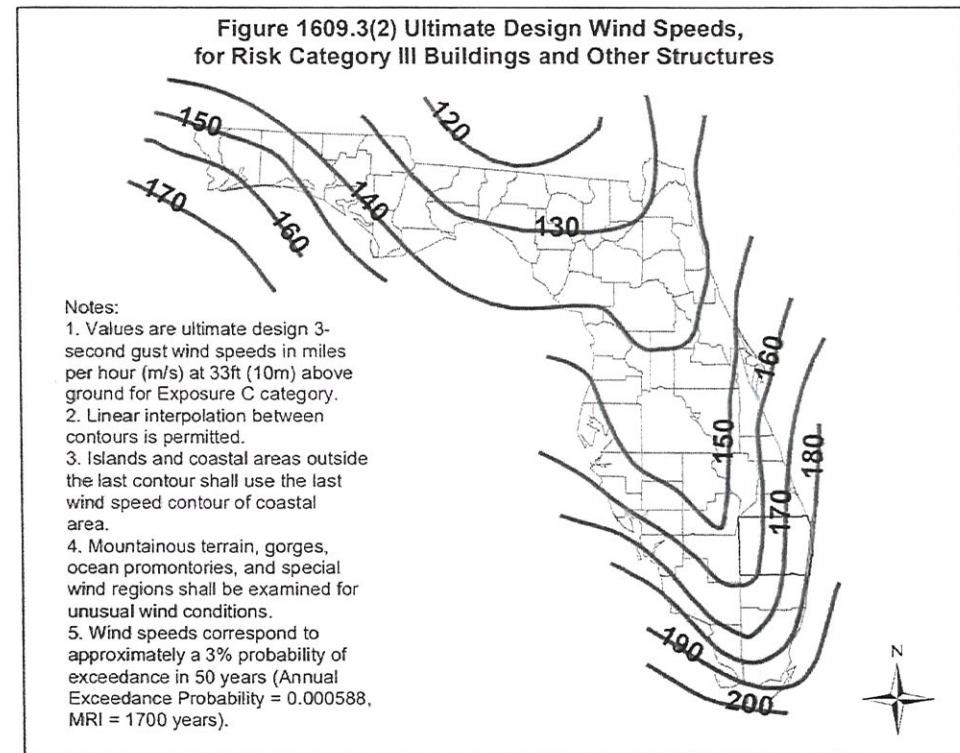
Storm Protection Proposal

This proposal would require a change to the Declaration of Condominium documents –

A COMMUNITY VOTE WOULD BE REQUIRED

Florida Building Code

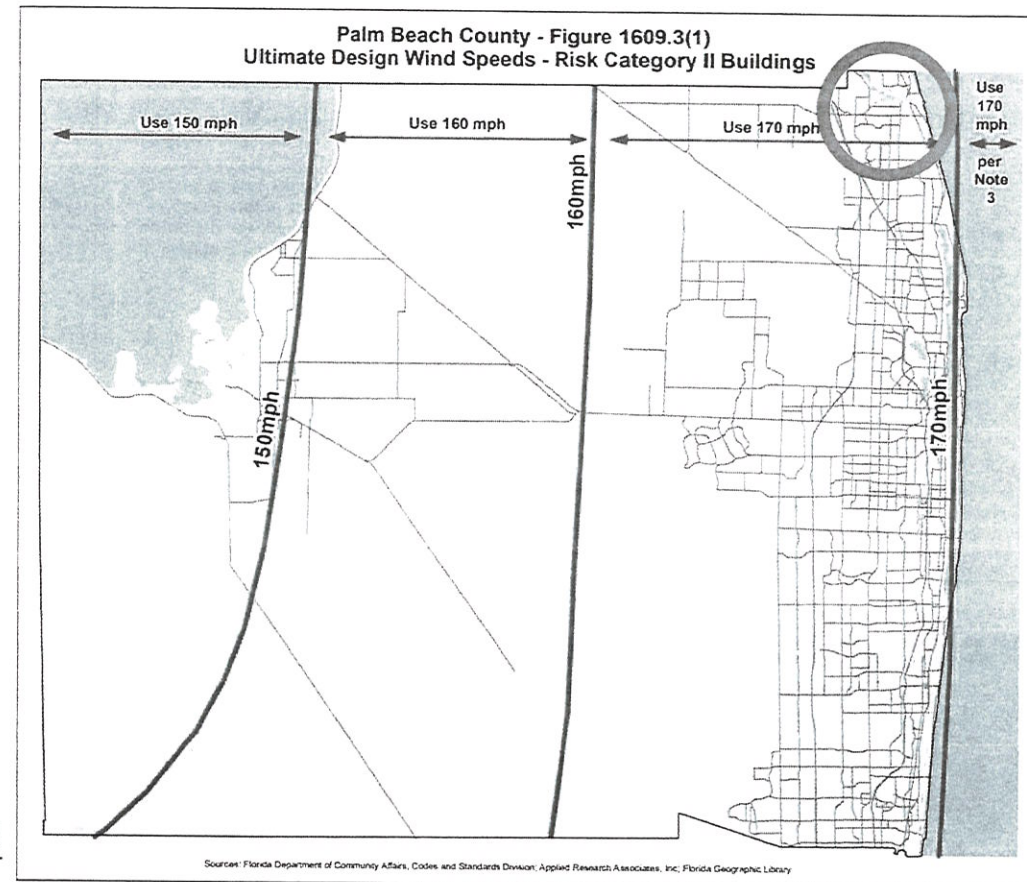
- The Florida Building Code was created in 2000 in response to Hurricane Andrew in 1992. Before then, counties and cities could create their building codes so long as they met state minimums.
- Hurricane Andrew demonstrated how lax codes or poor enforcement could endanger lives and property and create a statewide disaster.
- Municipalities can make amendments that are stricter than the statewide code, but no local code can be less than the current edition of the Florida Building Code.
- Florida Building Codes are updated every 3 years.
- Hurricane shutters became mandatory for NEW construction in 2001.



Florida Building Code

- High Velocity Hurricane Zone includes Miami/Dade, Broward Counties and Coastal Palm Beach County.
- Stricter standards for these areas.
- Even more important to have protection.

[BC AMENDMENTS 2020 7th Ed FBC FINAL.pdf \(pbcgov.org\)](#)



Current Declaration of Condominium Language:

ARTICLE VI: MAINTENANCE, ALTERATION AND IMPROVEMENT

2. By the dwelling unit owners

d. All unit owners are strongly encouraged to install hurricane shutters for the protection of their units, the common elements and the other units in the building. The Board of Directors shall adopt and is hereby authorized to adopt hurricane shutter specifications which shall include color, style and other factors deemed relevant by the Board. All specifications adopted by the Board will comply with the applicable Building Code. All unit owner installations of hurricane shutters require prior submission of plans and specifications to the Board of Directors and approval of the Board must be obtained in writing prior to the commencement of installation. All hurricane shutters installed, or whenever installed, shall be the obligation of the unit owner for all aspects of maintenance, repair, replacement and operation. Furthermore, the unit owners installing shutters shall be fully obligated for any maintenance, repair, replacement, removal or re-installation of the shutters necessitated in order for the Association to be able to perform its obligations to maintain, repair and replace other portions of the condominium property. Failure of any unit owner to make arrangements to remove shutters prior to such maintenance, repair or replacement by the Association shall entitle the Association, after reasonable notice to the unit owner, to remove the shutters and assess the unit owner for the cost of removing and storing or disposing of the shutters, which assessment shall be enforceable in the same manner as the assessments contemplated by Article VI of the Declaration.

Current- Rules and Regulations:

T. HURRICANE SHUTTERS:

As of November 1, 1992 all shutters installed will be either white or natural aluminum in color, and will be so installed as to be virtually flush with the window or door openings in either the deployed or UN-deployed position. All hurricane shutters will be a product that is approved by the Village of Tequesta Building Code and a permit for installation from the Village will be required prior to installation.

PROPOSED Declaration of Condominium Language:

ARTICLE VI: MAINTENANCE, ALTERATION AND IMPROVEMENT

2. By the dwelling unit owners

d. Effective (date), for the protection of individual units, the common elements and the other units in the building, storm protection shutters or impact glass are required on all lanais/porches, in all units. Unit owners are STRONGLY encouraged to upgrade any outdated storm shutters to current Palm Beach County Code hurricane protection requirements. Owners MUST replace any existing shutters if they are removed. The Board of Directors shall adopt and is hereby authorized to adopt hurricane shutter specifications which shall include color, style and other factors deemed relevant by the Board. All specifications adopted by the Board will comply with the applicable Building Code. All unit owner installations of hurricane shutters require prior submission of plans and specifications to the Board of Directors and approval of the Board must be obtained in writing prior to the commencement of installation. All hurricane shutters installed, or whenever installed, shall be the obligation of the unit owner for all aspects of maintenance, repair, replacement and operation. Furthermore, the unit owners installing shutters shall be fully obligated for any maintenance, repair, replacement, removal or re-installation of the shutters necessitated in order for the Association to be able to perform its obligations to maintain, repair and replace other portions of the condominium property. Failure of any unit owner to make arrangements to remove shutters prior to such maintenance, repair or replacement by the Association shall entitle the Association, after reasonable notice to the unit owner, to remove the shutters and assess the unit owner for the cost of removing and storing or disposing of the shutters, which assessment shall be enforceable in the same manner as the assessments contemplated by Article VI of the Declaration.

PROPOSED Revision to Rules and Regulations:

T. Hurricane Shutters

Effective (date), for the protection of individual units, the common elements and the other units in the building, storm protection shutters or impact-resistant glass are required on all lanais/porches, in all units. Unit owners are STRONGLY encouraged to upgrade any outdated storm shutters to current Palm Beach County Code hurricane protection requirements. Owners MUST replace any existing shutters if they are removed. All shutters installed will be either white or natural aluminum in color, or clear impact-resistant glass, and will be so installed as to be virtually flush with the lanai/porch screens or door openings in either the deployed or un-deployed position. All hurricane shutters or impact-resistant glass will be a product that is compliant with Florida Building Codes and Village of Tequesta Building Codes, and a permit for installation from the Village is required prior to installation.

Next Steps:

- **Work with Association attorney to:**
 - **Review revised language and**
 - **Prepare for community vote for the change to the Declaration of Condominium documents.**
- **Determine timeline for community vote.**

