

# VIA DEL MAR CONDOMINIUM ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING MINUTES

**March 21, 2023 6:00 PM Association Pool**

Meeting called to order at 6:10 pm by Vice President John Duffy

**Roll Call:** Board members John Duffy, Frank Ragucci, Jackie Klinker, Perry Seraceno and Property Manger Donna Becker Present. Jim Hoyt absent.

**Proof of Notice;** Posted as required

**Approval of December 6, 2022 Meeting Minutes-** Motion to approve made by John, second by Frank. December 6 2022 Budget and meeting minutes approved without revision

**President's Report:** Jim had a scheduling conflict, however, he asked Donna to convey his decision to not seek reelection for the 2023-2025 term via a letter to the community.

**Treasurer's Report:** Jackie Klinker reported the following: ***Master Operating Fund as of February 28, 2023 \$13,287. VDM 1 \$37,120. VDM 2 \$49,832. Total Reserve Fund \$25,165. VDM 1 \$22,112, VDM2 \$39,886.*** Quarterly Dues: VDM 1, and VDM 1I- each with one owner in arrears.

**Vice President Report-** John provided an update on both the Water Main Supply and Follow up with the Loxahatchee River District. Brief summary as follows: WRT repair of the two manholes under Via Del Mar Road VDM 1 and lining the pipe between the manholes. Loxahatchee River District -pre-construction meetings were held on March 15<sup>th</sup> with the contractor for manhole repairs. After the review process which takes 30-45 days the contractor will mobilize the site to complete the manhole repairs. Once step one is completed the lining work can begin. Loxahatchee River District is still working to obtain pricing for this work with anticipated scheduling of the lining to follow completion of the manhole rehabilitation work. Conservatively, step 1) would be starting on May 1 and could take as long as end of June. Step 2 would begin in July.

WRT water main services repairs in the VDM II:

TOJ have received materials and are planning to start on April 10<sup>th</sup>. Based on where the Town of Jupiter believes the Water-main lines lay they expect little to no excavation of asphalt. Excavation should only

occur in the grassy areas along the side of the asphalt roads. As the schedule gets closer, the board will be in contact with the Town of Jupiter to get more details with WRT, the schedule of work to be completed, potential water main shut offs, if parking will be an issue, and determine if and how residents will be notified of any impacts to them. After completing the VDM II effort the TOJ will turn their sights on to VDM I to perform the same efforts.

**New Mandatory TOJ Waste Containers.** The large blue containers delivered to each home are required by the TOJ and are the only acceptable containers for trash disposal. Old containers may be left for pick up on the 2 regularly scheduled days, Wednesday and Saturday. Please NOTE: All trash containers including recycle must be stored out of site, in garage, side of home behind gate.

**Secretary Report-** Frank reported that the Irrigation Systems throughout the community have been repaired. Heads have been replaced, locks on irrigation boxes installed. Watering times have been set per zone by the Irrigation Specialists based on the specific areas that need (- or +) water. Watering days are scheduled on alternating sides of the street. The Landscaping Committee has been formed: With only 2 members committed to serve one Board member/and spouse will assist each Phase. 1- Charlie McDonald, Perry and Kathy Saraceno. Phase 2- Gail Tomaselli, John and Deb Duffy. Both teams have surveyed the property providing a spread sheet of both landscaping needs and items that need attention to include roof, gates, and or areas that propose potential hazard during storm preparation. Each Phase will meet with Reggie to go over their list, getting his advice on planting types. His estimates will be sent directly to Donna who will forward to the Board for cost analysis and approval. Budget constraints will determine which projects can be completed first. Their duty is to identify and recommend. Owners who have specific landscaping concerns must contact Donna directly by filing a Work order request.

Amendment Changes- Members of the Board met with our Attorney to begin the process for the first 2 amendment changes. Briefly, Amendment One would change alteration to common property to include landscaping and hardscape to Board approval Only, with the specific guidelines as outlined in the Declaration and TOJ. Our current bylaws require 75% for any addition or alteration including landscaping requests. Amendment 2 would reduce the % needed for future amendment changes. When the amendments are drafted a special meeting will be called for that purpose when questions and further discussion will be done.

**Manager's Report:** *Sales Closed:*1480 Via Miguel; *Sales Pending:* 1473 Via del la Palma with closing scheduled for April 11, 2023

Pending Items:

- Amendments to Governing Documents
- Roof Cleaning pending 3 homes on Via del la Palma

**Open Discussion-** A question from the floor asked if there could be a longer time frame for notifying owners of upcoming meetings. Although the required 48 hours posting of notice has been the practice, there is no reason that a longer time frame cannot be established. Can we use email blasts to provide owners with a faster way? We currently use email blast for newsletters, notices and most recently meeting minutes. Donna will get permission from any new owner who has not already agreed to this form of communication. A question was brought before the Board on the current landscaper, and whether the

Board has considered interviewing or getting another. There was lengthy discussion, concluding with the Board agreeing to obtaining 3 bids from different landscapers so that a comparison can be done. Donna will provide each prospective vendor with a list of S&S current contracted services so that an accurate comparison can be done. Motion by John second by Frank to obtain bids. Motion passed unanimously.

There being no further business, the meeting was adjourned at 7:20 pm. Motion to adjourn made by Frank second by John.

Next Meeting: April 11, 2023 Annual and Members Meeting

Respectfully Submitted,

Frank Ragucci

transcribed/mr

**Board reviewed. Approval at the next scheduled meeting.**