

**Grand Caribbean at Perdido Key Homeowner's Association**  
**Board of Director's Meeting Minutes**

January 14, 2017 at 13351 Johnson Beach Road, Pensacola, FL 32507

**A. Call Meeting to Order**

Rick White called the meeting to order at 10:00 AM CST.

**B. Roll Call to Establish Quorum**

**Board Members Present:** Rick White  
Richard Clarke  
Keith Dantin  
David Farrow

**Management Present:** Shawn Millard – PSRi

**Owners Present:** Kenneth Brown – 103, 110, 210, 217, 314, 407, 412  
Paul Middleton – 104E  
Gayle Head – 114E  
Jeff and Michelle Jurczyk – 416E  
Marilynn Farrow – 401E  
Andy and Barb Banerdt – 214E

**C. Proof of Notice of Meeting** – Notice was properly posted on the property 48 hours prior to the meeting, in accordance with the Grand Caribbean governing documents and Florida Statute 718.

**D. Approval of previous meeting minutes** – Rick White made a motion to approve the Board of Director meeting minutes from the December 21, 2016 Board Meeting. David Farrow seconded the motion. With all in favor, the motion passed.

Don Richards with Gulf Coast LED gave a presentation on his proposal for LED lighting for both the east and west buildings. Don Richards stated the proposal included the replacement of all lights on both buildings to LED. Don stated the parking lot side walkway lights will have the fixtures replaced also. Don stated the pool globe lights, landscaping lighting and walkway pagoda lighting were included in the proposal. The total cost for both buildings \$30,658.44. Don recommended that the Association install three different types of LED bulbs for the walkways to get a better feel for color and brightness. Once installed, the Board can make a better decision on which type of bulb to use. Keith Dantin made a motion to purchase three fixtures from Gulf Coast LED and have Paul install them on three different floors directly above each other, not to exceed \$500 for material and labor. Rich Clarke seconded the motion. With all in favor, the motion passed.

**E. Report of Officers**

**1. Committee Reports**

Richard Clarke gave an update on the Association's financials as of December 31, 2016. Rich stated the Association had \$111,909.93 in the operating account, \$99,760.97 in the reserve account and \$836,133.22 in the special assessment account. Rich stated there is a total of \$116,313.65 in the assessment receivables, which are most from the special assessment. Rich stated the Association is

over on some line items on the P&L, but overall under budget by \$13,421.59. Rich relayed that the biggest overage was in the maintenance line item, due to unexpected and unbudgeted expenses in 2016. Rick White stated that eight (8) owners have been turned over to the Association's attorney for non-payment of the assessment or monthly dues. Rick stated the Board of Directors has hear from some owners requesting that late fees and finance charges be waived on the non-payment of the special assessment. Rick stated the Association should not waive any late fees for owners that have not paid, as this would not be fair to all of the owners that paid the special assessment on time and the owners that have already paid late fees and finance charges. Rick White made a motion that the Board of Directors will not waive late fees, interest, finance charges or attorney's fees on any owner's account due to non-payment. Rich Clarke seconded the motion. With all in favor, the motion passed.

Rick White stated he would like to establish a Maintenance Committee for Grand Caribbean. Rick stated the committee will assist in the review of needed maintenance items around the Association and make recommendations to the Board of maintenance priorities. The owners that volunteered to be on the committee are Rich Clarke, David Farrow, Marilynn Farrow and Ken Brown.

## **F. Old Business**

### **1. Building Project Update**

Rick White gave an update on the building project. Rick stated the new substantial completion date is February 3<sup>rd</sup>. Rick stated the main delays of the project have been the material delay, weather and change orders. Rick stated the last change order for ensuring the balconies are sloped the correct way had to be completed to ensure the building is waterproofed completely. A total of 52 balconies has to be re-worked on the change order. Rick stated a walk-through was performed with the contractor, a couple of the Board Members, Perdido Sand Realty and the engineer. Rick stated the walk-through provided some areas that need to be completed with better detail.

### **2. Maintenance Projects**

Landscaping Contract – The Board of Directors reviewed three proposals form landscaping contractors to perform the landscape maintenance of the property. Richard Clarke made a motion to approve to sign a one-year contract with Kutter's Ground Maintenance for a period of one year for a total of \$33,600 per year and to notice Wallace Landscaping that their contract will not be renewed. David Farrow seconded the motion. With all in favor, the motion passed. Shawn Millard will also get a cost estimate on how much it will cost the Association to have mulch installed and mow the common area along Johnson Beach Rd.

Fencing – The Board of Directors reviewed two proposals for the replacement of fencing around the property. Keith Dantin made a motion to approve A-1 Hurricane fence to install a 6 ft. fence on the south end of the property and install a 6 ft. fence on the west side of the property and to install the fence 3 ft. further in on Grand Caribbean's property line not to exceed \$31,733. Richard Clarke seconded the motion. With all in favor, the motion passed.

Concrete pad – Rick White stated he discussed the repairs of the concrete pad behind the west building with ZMG and they recommended Dan Clark Concrete. Rick spoke with Dan Clark and they stated they will replace the concrete pad for \$5.50 per square foot, which includes removal of the old pad. Rick White made a motion to approve Dan Clark Concrete to remove and install a new pad behind the west building not to exceed \$5.50 per square foot. Rich Clarke seconded the motion. With all in favor, the motion passed.

## **G. New Business**

### **1. Collections and Foreclosures**

Rick White stated the Board previously passed a policy that any owner over \$5,000 in arrears for assessments would be foreclosed on. Rick stated there are owners that have not paid the special assessment that currently exceed that amount. Rick White made a motion to file for foreclosure on units 306E, 202E, 102W, 313W and 212W. Keith Dantin seconded the motion. With all in favor, the motion passed.

The Board asked Shawn Millard to find out the annual cost of the line of credit with BB&T.

## **H. Adjournment**

Keith Dantin made a motion to adjourn the meeting. Richard Clarke seconded the motion. The motion passed unanimously. Meeting adjourned at 11:50 AM CST.

Submitted by,

Shawn Millard  
Perdido Sand Realty, Inc.