

**The Savoy on Palm Condominium Association, Inc.**  
**Board of Directors Meeting Minutes**  
September 9, 2021

**Call to Order:** The Savoy on Palm Board of Directors Meeting was held September 9<sup>th</sup>, 2021 on the Third Floor of The Savoy on Palm Condominium at 401 South Palm Ave, Sarasota, Florida 34236. The meeting was called to order by Richard Rivera at 3:00 p.m.

Due to the current COVID-19 concerns, the Board met in person and the owners were invited to attend in person or via conference call.

**Determination of a Quorum:** Board Members present were Richard Rivera, Jim Heskett, and Bill Haraf. It was confirmed that proper proof of notice of the meeting had been conveyed.

**Approval of Minutes:**

1. **MOTION** – (Jim Heskett) to approve the minutes from the April 8, 2021, Board Meeting. Motion seconded by Bill Haraf. Motion passed unanimously.

**President's Report:**

Richard Rivera gave a brief report to the Board and owners in attendance including an update on the roundabout construction in the area and suggested to avoid the areas of construction when possible.

**Building Manager's Report:**

Bill Veal presented the attached report.

2. **MOTION** – (Jim Heskett) to approve an expenditure of \$3,200 to Dreux Isaac and Associates to move forward with scheduling of a site inspection so that the 2022 reserve study update can be completed and included in preparation of the 2023 budgets. Motion seconded by Bill Haraf; motion approved unanimously.

**Facilities Committee Report:**

Leslie Rivera updated the Board on items that had been completed and items that the committee are still working on.

**Old Business:**

None at this time

**New Business:**

2022 Proposed Budget Discussion

- o Bill Veal provided copies of the proposed Budget to the Board. After a discussion of concerns including insurance increases for this year and possibly next year, the Board made a motion.

3. **MOTION** – (Richard Rivera) to approve the proposed 2022 Budget as presented to be mailed out to the owners for consideration and/or approval at the next Board meeting (10/7/2021). Motion seconded by Jim Heskett; motion approved unanimously.

**Owner Comments:**

There was a discussion amongst the Board and owners in attendance on the current condition of the building and whether a Structural Engineer should be hired to perform a visual inspection of the building.

Bill Haraf participated in a webinar that focused on the evaluation of good practices for Condominium Associations in the wake of the Surfside Condo collapse. He stated that there should be periodic structural inspections performed by an independent Engineer.

Bill Veal recommended that the Board considered waiting to see if the State passes legislation requiring this type of inspection to be performed including how far in depth and how often this type of inspection would be required.

Fred Doery commented that he has some Engineering experience and the only spot that he sees as a possible problem is the exterior stairway on the corners of the building but other than that he doesn't see any areas of concern on the exterior of the building.

John Hummel asked when we can expect for the State to pass some sort of legislation regarding condominium inspections. Bill Veal stated that this time we do not know.

There was quite a bit of discussion based on the condition of the building and how well it has been maintained since turnover from the Developer.

Dick Rivera asked Bill Veal to bring a proposal for a visual inspection from a local Structural Engineering firm to the next Board meeting for further discussion.

Bob Hendel commented that when a Structural Engineering firm is hired to perform a visual inspection that they should pay very close attention to the third-floor planters as this could be a very vulnerable area of the building and if there is such a thing as a Structural Engineer that has experience with above grade planters that may be helpful.

Dick Rivera wrapped up the discussion by reviewing the points of the discussion.

**Adjournment:** There being no further business, the meeting was adjourned at 3:45 p.m.

**The Annual Meeting and the Organizational Board Meeting is scheduled for October 7<sup>th</sup>, 2021, at**

**3:00 p.m. All owners are invited and encouraged to attend.**

**The Savoy on Palm Condominium Association, Inc.**  
**Building Manager's Report**  
**9/9/2021**

**Domestic Water Backflow (UPDATE)** – The replacement of the repaired incoming water line at the backflow was completed in June. (\$7,360)

**Annual Fire Alarm Test & Inspection** – Completed in April, there were a few minor deficiencies noticed in the report. The repairs were completed in May (\$1,390)

**Spa Recirculation Pump** – The pump housing was leaking and had to be replaced. This was completed in July (\$656.93)

**Annual Elevator Test & Inspection** – Completed in July, no deficiencies found.

**Generator Fuel** – Generator fuel tanks were filled in August (\$1,300)

**Annual Fire Sprinkler Test & Inspection** – no deficiencies were found, but the inspector did recommend that we add 4 – ¾" sprinkler heads and a wrench to our spare head box as these are in the garages, and we do not have any ¾" spare heads in the box. I am waiting on a proposal for this item.

**Garage Lighting** – All of the 4' fluorescent fixtures in the garage have been retrofitted with LED bulbs. This included replacing broken lenses/clips or cleaning and reinstalling unbroken lenses.

**Pressure Washing** – The pressure washing of the garages, pavers, sidewalks, and pool deck have been scheduled and should be completed in October.

**Garage Signage Replacement** – I have a quote to restore the existing exterior garage signs for \$1,015.15, plus sales tax. This includes removing the signs, restoring them, then re-installing. To replace the signs with new would cost about \$6,000. I would like to proceed with restoring them as soon as possible.

**Reserve Study Update** – We will be due for a reserve study update in 2022 for 2023. This update will require a site visit and property inspection. Dreux Isaac and Associates are currently booked out 6 months for site inspections. I would like to get approval to go ahead and sign the proposal and get the site inspection on their schedule for mid-year 2022 so that it can be used in the planning for the 2023 budget (\$3,200). No fees will be due until after the site inspection is completed.

Respectfully Submitted,

Bill Veal

**Savoy on Palm**  
**2022 "Proposed" Operating Budget**  
**January 1, 2022 through December 31, 2022**

**Income**

A/C#	Description	Year End 2020	Budget 2020	July-21	Projected Y/E 2021	Budget 2021	Budget 2022
40100	Maintenance Fees	\$495,080.00	495,080	\$291,883.08	\$ 500,371	\$ 500,371	544,248
80100	Reserve Replenishment	\$30,000.00	30,000	\$17,500.00	\$ 30,000	\$ 30,000	30,000
40800	Guest Suite Fees	\$9,300.00	8,000	\$7,200.00	\$ 9,500	\$ 8,000	8,000
48000	Interest Income	\$194.42	150	\$28.08	\$ 53	\$ 150	100
49100	Other Income	\$227.92	100	\$26.57	\$ 100	\$ 100	100
	Reserve Income	\$167,533.00	167,533	\$90,571.00	\$ 171,038	\$ 171,038	174,786
	<b>Total Income</b>	<b>\$702,335.34</b>	<b>700,863</b>	<b>\$407,208.73</b>	<b>\$ 711,062</b>	<b>\$ 709,659</b>	<b>757,234</b>

**Expense**

A/C#	Description	Year End 2020	Budget 2020	July-21	Projected Y/E 2021	Budget 2021	Budget 2022
60500	Audit and Tax Prep	\$560.00	550	\$0.00	\$ 560	\$ 560	2,100
61500	Fees to Division	\$96.00	96	\$0.00	\$ 96	\$ 96	96
63500	Fees Due & Licenses	\$1,305.81	1,100	\$1,045.59	\$ 1,100	\$ 1,100	1,100
64700	Worker's Comp Insurance	\$4,698.00	5,900	\$2,900.00	\$ 4,800	\$ 5,300	4,900
66000	Legal Fees	\$1,713.00	2,000	\$125.00	\$ 125	\$ 2,000	2,000
67000	Management Fees	\$11,135.00	11,500	\$7,069.00	\$ 12,450	\$ 12,500	13,500
67500	Office Supplies, Postage and Printing	\$1,937.75	1,600	\$846.44	\$ 1,555	\$ 1,600	1,600
67800	Payroll Taxes	\$10,607.74	12,160	\$6,424.09	\$ 11,100	\$ 11,500	11,600
68800	Professional Fees	\$0.00	0	\$700.00	\$ 700	\$ 650	0
	Reserve Study Update	\$625.00	625	\$0.00	\$ -	\$ -	3,200
73700	Social Committee Expense	\$0.00	1,000	\$1,425.99	\$ 1,426	\$ 1,000	1,500
74500	Taxes- Income	\$200.00	200	\$0.00	\$ 200	\$ 200	200
73500	Salaries & Wages	\$136,180.06	136,300	\$80,887.50	\$ 140,000	\$ 142,000	145,000
62000	Depreciation Expense	\$3,977.00	0	\$48.00	\$ 115	\$ -	-
62500	Elevator Service Contract	\$25,245.45	23,952	\$14,364.00	\$ 24,600	\$ 24,911	25,907
63000	Eqpmt Service Contracts	\$5,740.91	8,200	\$1,439.01	\$ 5,900	\$ 8,200	8,475
64000	Fire Alarm Test, Monitor	\$2,088.51	2,100	\$1,928.51	\$ 2,100	\$ 2,200	2,300
64200	Generator Fuel	\$0.00	1,000	\$0.00	\$ 1,500	\$ 1,000	1,000
64300	Guest Suite Expenses	-\$53.64	501	\$159.96	\$ 300	\$ 500	500
65000	Landscape Maintenance Contract	\$11,495.00	12,550	\$7,315.00	\$ 12,540	\$ 13,000	13,000
65500	Landscape New Plants	\$7,882.49	8,500	\$3,018.61	\$ 8,000	\$ 8,000	8,000
68000	Pest Control	\$2,928.00	3,000	\$1,708.00	\$ 2,928	\$ 3,000	3,000
68500	Pool/Spa/Fountain Contract	\$8,250.00	9,000	\$4,375.00	\$ 7,500	\$ 7,500	7,500
69000	Repairs & Replacements	\$44,855.27	55,000	\$24,183.18	\$ 45,000	\$ 55,000	55,000
69500	Repair & Maintenance- Elevator	\$600.00	700	\$0.00	\$ 700	\$ 1,200	1,600
70000	Repairs & Maintenance- Interior Plants	\$82.00	250	\$172.78	\$ 250	\$ 250	250
70200	Repair & Maintenance- Pool/Spa/Fountain	\$569.16	2,000	\$173.84	\$ 1,200	\$ 2,000	2,000
70300	Repairs & Maintenance Fire Alarm	\$33.98	3,000	\$1,390.00	\$ 1,390	\$ 3,000	3,000
70500	Repair & Maintenance- Landscape Other	\$3,966.00	4,000	\$246.46	\$ 4,000	\$ 4,000	4,000
71500	Repair & Maintenance- Stormwater	\$0.00	140	\$135.00	\$ 135	\$ 140	140
72000	Repair & Maintenance- Window Cleaning	\$3,288.00	4,200	\$1,276.00	\$ 4,200	\$ 4,200	4,300
74000	Supplies- Cleaning	\$1,706.31	1,600	\$641.86	\$ 1,600	\$ 1,600	1,600
74200	Supplies- Maintenance	\$2,484.47	5,000	\$2,027.44	\$ 5,000	\$ 5,000	5,000
67600	Miscellaneous Expense	\$526.78	5,000	\$85.93	\$ 1,000	\$ 1,000	1,000
64500	Insurance	\$69,068.00	76,306	\$46,604.00	\$ 85,000	\$ 76,514	102,000
75000	Telephone	\$10,094.19	10,000	\$6,098.96	\$ 10,452	\$ 10,200	10,800
77000	Utilities- Cable TV	\$17,924.45	17,700	\$11,148.12	\$ 19,111	\$ 18,000	20,500
77500	Utilities- Electric	\$27,307.03	32,000	\$17,611.58	\$ 31,000	\$ 33,000	33,000
78000	Utilities- Gas	\$4,507.47	7,100	\$4,486.57	\$ 7,000	\$ 7,200	7,200
79000	Utilities- Water/Sewer	\$33,146.47	37,000	\$21,192.29	\$ 37,000	\$ 39,000	39,000
79500	Utilities- Trash/Recycle	\$480.72	500	\$280.42	\$ 481	\$ 500	580
	Fac. Committee Request (Library Lighting)						5,000
	<b>OPERATING EXPENSES</b>	<b>\$457,252.38</b>	<b>503,330</b>	<b>\$273,534.13</b>	<b>\$ 494,114</b>	<b>\$ 508,621</b>	<b>552,448</b>
<b>Reserves</b>							
	Amount Funded to Reserves	\$197,533.00	197,533	\$108,071.00	\$ 201,038	\$ 201,038	204,786
	<b>Total Expense</b>	<b>\$654,785.38</b>	<b>700,863</b>	<b>\$381,605.13</b>	<b>\$ 695,152</b>	<b>\$ 709,659</b>	<b>757,234</b>
	<b>Projected Y/E Income / (loss)</b>	<b>\$47,549.96</b>	<b>0</b>	<b>\$25,603.60</b>	<b>\$ 15,910</b>	<b>\$ -</b>	<b>0</b>

<b>Operating Budget Year 2022</b>				
Operating Budget Income from Maintenance Fees				\$544,248.00
Reserve Replenishment 2017 Post Tension Cable Project				\$30,000.00
Total				\$574,248.00
<u>Unit Type</u>	<u>Unit Number</u>	<u>Per Unit %</u>	<u>Per Unit Annual Fee</u>	<u>Qtrly Fee</u>
A	401, 701, 1001	3.857%	\$22,148.75	\$5,537.19
A1	301, 501, 601, 801, 901	3.897%	\$22,378.44	\$5,594.61
B	402, 502, 602, 702, 802, 902, 1002	4.423%	\$25,398.99	\$6,349.75
C	403, 503, 603, 703, 803, 903, 1003	3.655%	\$20,988.76	\$5,247.19
PHA	1101	7.012%	\$40,266.27	\$10,066.57
PHB	1102	5.386%	\$30,929.00	\$7,732.25
Confirmation Formula		Number of units per type times annual fee		
a	3	\$66,446.24		
a1	5	\$111,892.22		
b	7	\$177,792.92		
c	7	\$146,921.35		
pha	1	\$40,266.27		
phb	1	\$30,929.00		
	24	\$574,248.00		
<b>Operating &amp; Reserve Budget - 2022</b>				
Total Operating and Reserve Budget for the Association				\$749,034.00
2020 Budget Surplus Applied to Reserves				\$47,549.96
				\$701,484.04
<u>Unit Type</u>	<u>Unit Number</u>	<u>Per Unit %</u>	<u>Per Unit Annual Fee</u>	<u>Qtrly Fee</u>
A	401, 701, 1001	3.857%	\$27,056.24	\$6,764.06
A1	301, 501, 601, 801, 901	3.897%	\$27,336.83	\$6,834.21
B	402, 502, 602, 702, 802, 902, 1002	4.423%	\$31,026.64	\$7,756.66
C	403, 503, 603, 703, 803, 903, 1003	3.655%	\$25,639.24	\$6,409.81
PHA	1101	7.012%	\$49,188.06	\$12,297.02
PHB	1102	5.386%	\$37,781.93	\$9,445.48
Confirmation Formula		Number of units per type times annual fee		
a	3	\$81,168.72		
a1	5	\$136,684.17		
b	7	\$217,186.47		
c	7	\$179,474.69		
pha	1	\$49,188.06		
phb	1	\$37,781.93		
	24	\$701,484.04		
<b>2022 Reserve Contribution per Schedule:</b>			\$174,786.00	
\$30,000 Per Year for 2017 P.T. Cable Project Reserve Replenishment			\$30,000.00	
<b>TOTAL 2022 RESERVE CONTRIBUTION</b>			<b>\$204,786.00</b>	
Subtract 2020 budget surplus to be applied to 2022 reserve budget			\$47,549.96	
Total Reserve Contribution			\$157,236.04	