

The Savoy on Palm Condominium Association, Inc.
Board of Directors Meeting Minutes

November 10, 2016

Call to Order: The Savoy on Palm Board of Directors Meeting was held November 10, 2016 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 Peter Fanning at 3:01 p.m.

Determination of a Quorum: Board Members present were Peter Fanning, Richard Rivera, Leon Ellin, Gerald Elden, Bill Roe. It was confirmed that proper proof of notice of the meeting had been conveyed.

Peter Fanning advised the Board that he would like to add an item to the previously published agenda to present a motion to implement legal action on behalf of The Savoy on Palm Condominium Association relative to the post tension cable failure. Bill Roe made the motion, seconded by Richard Rivera, with no opposition; the item is added to the agenda.

Approval of Minutes:

1. **MOTION** – (Leon Ellin) to approve the minutes from the October 13, 2016 Board Meeting. Motion seconded by Gerald Elden. Motion passed unanimously.

President's Report: Peter Fanning deferred his report to the Annual Meeting. He did however suggest that a motion be made on the additional agenda item from above.

2. **MOTION** – (Bill Roe) The Board of Directors of The Savoy on Palm Condominium Association, Inc. having given considerable thought and discussion with legal counsel present at Becker and Poliakoff here in requests and directs legal counsel to file a complaint and demand for a jury trial to sue Turner Construction. Motion Seconded by Richard Rivera. After a brief discussion amongst the Board, the motion passed unanimously.

Treasurer's Report: Leon Ellin presented the attached report.

Mr. Ellin also discussed the 2017 Proposed Operating and Reserve budgets

3. **MOTION** – (Bill Roe) to approve the 2017 Operating and Reserve Budgets as presented. Motion seconded by Richard Rivera. The motion passed unanimously.

Building Manager's Report: Bill Veal presented the attached report.

Civic Activity Report:

Gerald Elden mentioned that he had been in contact with the city regarding the landscaping issues on S. Palm from the Ringling to The Savoy. He said the city was very responsive in getting the items addressed.

Peter Fanning gave an update on a possible point to point circulator for the downtown area, and flower pots have been installed in various areas on Main St. and the surrounding areas..

Old Business: None at this time

New Business: None at this time

Owner Comments:

- Dina LaReau asked if someone could get in touch with the city to find out why we no longer a receiving email notices on street closures. She also asked if someone could send a notice to the owners regarding the individual garage doors and the possibility of the overhead springs breaking causing the door to slam to the ground and possibly cause injury if someone were to be walking under the door when it happens.
- Bruce Blackmore asked if anything could be done to eliminate parking on both sides of Palm Ave. just to the south of The Savoy. Peter Fanning said that this would need to be looked into especially after the construction in the area is completed and there is more traffic on S. Palm Ave.
- Al Cohen had questions about the cable issue and was told there would be more explanation at the annual meeting.

Adjournment: There being no further business, the meeting was adjourned at 3:28 p.m.

November 10, 2016

Treasurer's Report

Through September, trends noted before have continued. Overall expenses continue to run favorable with the exception of the cable project expenses. The water bill continues to indicate that the earlier leak is resolved and we have received a \$4k + refund on the sewer bill.

The cable project expenses have exceeded the estimate for the year which was included in our budget and will probably end up in excess of \$100,000. We can handle that from a cash flow standpoint, but the excess will need to be funded as part of the overall project in 2017.

As of September 30, we have \$848k of cash and securities in the bank, of which \$714k is reserves.

Savoy on Palm

2017 "Proposed" Operating Budget

January 1, 2017 through December 31, 2017

Income							
A/C#	Description	Year End 2015	Budget 2016	August-16	Projected Y/E 2016	Budget 2016	Budget 2017
40100	Maintenance Fees	\$457,455.00	\$457,445	\$309,444.00	\$ 464,166	\$ 464,166	\$ 437,037
40800	Guest Suite Fees	\$10,000.00	\$5,500	\$7,750.00	\$ 9,500	\$ 8,500	\$ 8,500
48000	Interest Income	\$411.10	\$1,000	\$228.64	\$ 340	\$ 500	\$ 400
49100	Other Income	\$155.08	\$100	\$86.12	\$ 100	\$ 100	\$ 100
	Reserve Income	\$115,000.00	\$115,000	\$120,000.00	\$ 120,000	\$ 120,000	\$ 150,000
	Total Income	\$583,021.18	\$579,045	\$437,508.76	\$ 594,106	\$ 593,266	\$ 596,037
Expense							
A/C#	Description	Year End 2015	Budget 2016	August-16	Projected Y/E 2016	Budget 2016	Budget 2017
60500	Audit and Tax Prep	\$495.00	\$500	\$2,245.00	\$ 2,245	\$ 4,700	\$ 525
61500	Fees to Division	\$96.00	\$96	\$0.00	\$ 96	\$ 96	\$ 96
63500	Fees Due & Licenses	\$1,052.18	\$1,200	\$1,036.25	\$ 1,100	\$ 1,200	\$ 1,100
64700	Worker's Comp Insurance	\$5,876.00	\$5,300	\$4,243.00	\$ 6,365	\$ 6,500	\$ 6,700
66000	Legal Fees	\$6,546.61	\$10,000	\$125.00	\$ 125	\$ 5,000	\$ 2,500
67000	Management Fees	\$10,484.00	\$10,200	\$6,766.00	\$ 10,200	\$ 10,300	\$ 10,500
67500	Office Supplies, Postage and Printing	\$1,771.69	\$1,700	\$1,401.76	\$ 1,800	\$ 1,700	\$ 1,800
67800	Payroll Taxes	\$9,103.83	\$9,000	\$7,831.54	\$ 11,500	\$ 11,650	\$ 13,000
68800	Professional Fees	\$1,370.00	\$5,000	\$0.00	\$ -	\$ 500	\$ 500
68900	Project Expense			\$3,262.79	\$ 86,000	\$ 7,500	
	Reserve Study Update			\$0.00	\$ 2,500	\$ 2,500	\$ -
73700	Social Committee Expense	\$225.87	\$2,500	\$547.94	\$ 600	\$ 2,500	\$ 1,000
74500	Taxes- Income	\$1,304.00	\$2,000	\$800.00	\$ 1,200	\$ 1,200	\$ 1,200
73500	Salaries & Wages	\$115,934.27	\$106,200	\$77,229.49	\$ 124,200	\$ 129,265	\$ 130,866
61000	Common Area Housekeeping	\$6,500.00	\$26,000	\$0.00	\$ -	\$ -	\$ -
62000	Depreciation Expense	\$5,375.00	\$6,424	\$4,000.00	\$ 6,000	\$ -	\$ -
62500	Elevator Service Contract	\$21,364.00	\$22,080	\$15,166.00	\$ 22,800	\$ 23,000	\$ 23,800
63000	Eqpmt Service Contracts	\$5,551.84	\$8,300	\$5,470.17	\$ 7,000	\$ 8,100	\$ 10,800
64000	Fire Alarm Test, Monitor	\$385.00	\$2,300	\$256.00	\$ 1,800	\$ 2,300	\$ 1,600
64200	Generator Fuel	\$1,278.25	\$1,000	\$0.00	\$ -	\$ 1,000	\$ 1,000
64300	Guest Suite Expenses	\$378.01	\$500	\$159.72	\$ 160	\$ 500	\$ 500
65000	Landscape Maintenance Contract	\$8,400.00	\$8,400	\$4,900.00	\$ 8,400	\$ 8,820	\$ 11,900
65500	Landscape New Plants	\$5,130.25	\$6,000	\$1,513.00	\$ 6,000	\$ 6,000	\$ 6,000
68000	Pest Control	\$2,928.00	\$3,100	\$1,952.00	\$ 2,928	\$ 3,100	\$ 3,000
68500	Pool/Spa/Fountain Contract	\$7,140.00	\$7,400	\$4,185.00	\$ 6,250	\$ 7,140	\$ 7,000
69000	Repairs & Replacements	\$10,795.84	\$12,500	\$13,205.52	\$ 30,000	\$ 24,500	\$ 15,000
69500	Repair & Maintenance- Elevator	\$700.00	\$1,500	\$900.00	\$ 1,500	\$ 1,500	\$ 700
70000	Repairs & Maintenance- Interior Plants	\$373.75	\$500	\$151.94	\$ 250	\$ 500	\$ 500
70200	Repair & Maintenance- Pool/Spa/Fountain	\$1,522.30	\$2,000	\$754.25	\$ 2,700	\$ 2,000	\$ 2,000
70300	Repairs & Maintenance Fire Alarm	\$647.92	\$2,000	\$0.00	\$ 1,000	\$ 1,000	\$ 1,000
70500	Repair & Maintenance- Landscape Other	\$1,343.04	\$2,500	\$1,461.36	\$ 2,500	\$ 2,500	\$ 2,500
71500	Repair & Maintenance- Stormwater	\$135.00	\$145	\$0.00	\$ 135	\$ 145	\$ -
72000	Repair & Maintenance- Window Cleaning	\$4,100.00	\$4,300	\$2,947.00	\$ 4,043	\$ 4,200	\$ 4,200
74000	Supplies- Cleaning	\$1,294.00	\$1,500	\$848.36	\$ 1,500	\$ 1,500	\$ 1,500
74200	Supplies- Maintenance	\$4,421.82	\$5,000	\$3,059.21	\$ 5,000	\$ 5,000	\$ 5,000
67600	Miscellaneous Expense	\$2,166.48	\$5,000	\$1,086.49	\$ 1,087	\$ 5,000	\$ 5,000
64500	Insurance	\$66,543.00	\$69,300	\$43,611.00	\$ 60,962	\$ 70,700	\$ 64,350
75000	Telephone	\$9,056.95	\$8,300	\$6,236.11	\$ 9,400	\$ 9,100	\$ 9,500
77000	Utilities- Cable TV	\$14,635.30	\$15,200	\$9,742.00	\$ 14,613	\$ 15,600	\$ 15,000
77500	Utilities- Electric	\$35,623.41	\$33,000	\$20,530.03	\$ 31,000	\$ 33,000	\$ 33,000
78000	Utilities- Gas	\$12,170.44	\$13,600	\$7,319.72	\$ 11,000	\$ 14,000	\$ 13,000
79000	Utilities- Water/Sewer	\$39,006.49	\$42,000	\$29,891.33	\$ 38,000	\$ 38,000	\$ 38,000
79500	Utilities- Trash/Recycle	\$471.21	\$500	\$239.70	\$ 360	\$ 450	\$ 400
	OPERATING EXPENSES	\$423,696.73	\$464,045	\$285,056.68	\$ 524,119	\$ 473,266	\$ 446,037
Reserves							
	Total Amount Funded to Reserves	\$115,000.00	\$115,000	\$120,000.00	\$ 120,000	\$ 120,000	\$ 150,000
	Total Expense	\$538,696.73	\$579,045	\$405,056.68	\$ 644,119	\$ 593,266	\$ 596,037
	Projected Y/E Income / (loss)	\$44,324.45	\$0	\$32,452.08	\$ (50,013)	\$ -	\$ -

Operating Budget Year 2017				
Operating Budget for the Association:				\$437,037.00
<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%	\$16,856.52	\$4,214.13
A1	301, 501, 601, 801, 901	3.897%	\$17,031.33	\$4,257.83
B	402, 502, 602, 702, 802, 902, 1002	4.423%	\$19,330.15	\$4,832.54
C	403, 503, 603, 703, 803, 903, 1003	3.655%	\$15,973.70	\$3,993.43
PHA	1101	7.012%	\$30,645.03	\$7,661.26
PHB	1102	5.386%	\$23,538.81	\$5,884.70
Confirmation Formula Number of units per type times annual fee				
a	3	\$50,569.55		
a1	5	\$85,156.66		
b	7	\$135,311.03		
c	7	\$111,815.92		
pha	1	\$30,645.03		
phb	1	\$23,538.81		
	24	\$437,037.00		
Operating & Reserve Budget - 2017				
Total Operating and Reserve Budget for the Association				\$587,037.00
2015 Budget Surplus Applied To Reserves				\$0.00
				\$587,037.00
<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%	\$22,642.02	\$5,660.50
A1	301, 501, 601, 801, 901	3.897%	\$22,876.83	\$5,719.21
B	402, 502, 602, 702, 802, 902, 1002	4.423%	\$25,964.65	\$6,491.16
C	403, 503, 603, 703, 803, 903, 1003	3.655%	\$21,456.20	\$5,364.05
PHA	1101	7.012%	\$41,163.03	\$10,290.76
PHB	1102	5.386%	\$31,617.81	\$7,904.45
Confirmation Formula Number of units per type times annual fee				
a	3	\$67,926.05		
a1	5	\$114,384.16		
b	7	\$181,752.53		
c	7	\$150,193.42		
pha	1	\$41,163.03		
phb	1	\$31,617.81		
	24	\$587,037.00		
NOTE -				
2016 Reserve Contribution:				
Amount From Quarterly Payments			\$150,000.00	
Amount from 2015 Budget Surplus			\$0.00	
Total			\$150,000.00	

The Savoy on Palm Condominium Association, Inc.
Building Manager's Report
11/10/2016

- **Front Sidewalk Improvements (Update) –**
 - o Completed

- **Pool Leak (Update) –**
 - o The pool leak repairs have been completed no invoice yet.
 - o City has issued a credit of \$4,337

- **Irrigation Repairs –**
 - o We have had to have several irrigation repairs completed (\$550)

- **A/C Repairs –**
 - o The a/c unit for the third floor library area was not working and needed to be repaired. (\$445)

- **Annual Fire Alarm Test -**
 - o Annual test and inspection completed, no major issues, but a couple of minor issues that will be addressed (2 speakers and 2 batteries).

- **Lobby Door –**
 - o The hydraulic door closer for the main entrance went out over the weekend and was causing the door to slam. I replaced it with a closer from the party room and ordered a new replacement closer (\$195).

- **Retaining Wall –**
 - o I am working on getting a proposal to replace the damaged retaining wall at the northwest property line with a permanent block wall. This is proving to be difficult as it is such a small job, will require permitting, and is not entirely on our property. I would like to get approval for the time being to have the existing wall put back up while we work on a more permanent solution.