

# MINUTES OF A MEETING OF DIRECTORS

Ocean Ritz Owners' Association, Inc.

June 11, 2020

Un Approved

**The Directors of Ocean Ritz Owners' Association, Inc.** (the "Corporation") held a meeting of Directors at Ocean Ritz Association Office, 10611 Front Beach Rd., Panama City Beach, FL 32407 on this the 11th day of June 2020.

The following members were present:

D Armstrong

Warner Fox

Stan Graves

Rob Melby

Mark Wrinn

Five of five members present, a quorum was established.

## **Meeting Chair**

The President, Mark Wrinn, was the **Chairperson** for the meeting.

## **Call the Meeting to Order and**

The Meeting was called to order at 1:03 PM

## **Certify the Notice of the Meeting**

The Sergeant of Arms noted that notice of this meeting was properly provided to each director and posted on the property within the time periods required by the bylaws of the Corporation and the laws of the State of Florida.

## **Approve Minutes of Previous Board Meeting:**

The Minutes of May 14, 2020 were approved

## **Unfinished Business:**

There were no items of Unfinished Business

## **New Business: There were Sixteen (16) Items of New Business**

### **ITEM #1: Discuss and Ratify the Sanitation of Common Spaces and Amenities Due to Covid -19**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association ratify the sanitation of Ocean Ritz common areas and amenities at a cost of \$7,800. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

### **ITEM #2: Discuss and Ratify the Termination of Dave Coxe**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association ratify the termination of employment of Dave Coxe on Saturday, May 23, 2020 and that he receives one (1) week of severance pay which began on Saturday, May 23, 2020. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

### **ITEM #3: Discuss and Ratify the Hiring of Charlene and Nancy**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association ratify the hiring of Shakodat Talipva and Nargiza Mirzaeva for 20 hours per week each at \$17 per hour for the cleaning of Ocean Ritz common area. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

### **ITEM #4: Discuss and Vote Paying \$10 per day to take down Umbrellas and Lock Pool Gates at Closing**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association pay \$10 per day to hire Ricky Spires to remove and store umbrellas and lock pool gates at 10:00 PM Closing Time seven days per week paid as a bonus weekly. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

### **ITEM #5: Discuss and Vote on Amended Arm Band Rule**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association amend the Wrist Band rule to read, Wristbands must be with you at all times and worn on the wrist or ankle unless you are allergic which they should be attached to your bathing suit or an article in your possession such as a bathing bag. Children under the age of 12 must be accompanied by an adult over the age of 21 who are wearing or possessing a wrist band. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #6: Discuss and Vote on Guest Requirement to Reveal the Unit They Are Occupying**

Mr. Wrinn motioned, and Mr. Fox seconded, the Association approve a Rule that all guest, invitees and renters must identify the unit number which they are occupying when needed to notify the unit Owner or Agent that the guest, invitee or renter is not complying with the Rules of the Association. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #7: Discuss and Ratify the Re-striping the Parking Spaces on Street Level and P2 Parking**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association ratify the engagement a Straight Stripe to re-stripe the street and P2 parking decks at a cost of \$2,200. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #8: Discuss and Ratify the Re-installation of Concrete Bumpers**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association ratify the re-installation of 18 concrete bumpers at \$20 each or a total cost of \$360. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #9: Discuss and Vote on Replacing the Caulk Removed for the Sealing of Parking Decks**

Mr. Wrinn motioned, and Mr. Melby seconded, ratify the Association approve the engagement of Cook & Associates of Bay County, LLC to replace the caulk removed to seal the parking deck per their bid dated 5.20.20 at a cost of \$3,213. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #10: Discuss and Vote on Replacing Hangers for Piping in Garage**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the proposal from Cook and Associates of Bay County, LLC to replace the pipe hangers in the Garage at a cost of \$1, 475. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #11: Discuss and Vote to Rebuild Stucco Enclosure Around Condensate Drains for Elevator Lobby AC's at Front of Building**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the bid of Cook and Associates of Bay County, LLC to re-build the enclosure around the AC condensate and refrigerant lines at the front of the building on the street level parking at a cost of \$998.00. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #12: Discuss and Vote on Replacing the Missing Fence Section and Gate on West Side of Property**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the bid by Triple H Welding to replace missing fencing and gate on the west side of the property damaged by Hurricane Michael at a cost of \$1,800. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #13: Discuss and Vote on Replacing Hinges and Framing on Trash Chute Doors**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the bid from Triple H Welding to replace hinges and framing on the two trash chute doors at a cost of \$1,800. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #14: Discuss and Vote on Renewing the Management Agreement with Florida Coastal CAMs at the End of its Term in 2020**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the bid from Florida Coastal CAMs for a three Management Agreement for a fixed amount of \$42,000 per year commencing on Jan 1, 2021 and ending on December 31, 2023. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #15: Discuss and Vote on Bulk Cable Contract**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association contact Comcast Cable to see if they are willing to extend the current contract for cable an additional three months i.e. October 1, 2020 and if not monitor current internet speeds to see if they will accommodate streaming and if not contract with I Packet to boost internet speeds as necessary. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #16: Discuss and Vote on May 2020 Financials**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the May 2020 Financials as distributed to Directors prior to today's Meeting. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**Adjourn Meeting:**

There being no further business on the Agenda, the June 11, 2020 Ocean Ritz Directors' Meeting was adjourned at 2:57 PM Central Time.

DATED in the State of Florida, on June 11, 2020.

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D Armstrong (Secretary)