

# MINUTES OF A MEETING OF DIRECTORS

Ocean Ritz Owners' Association, Inc.  
May 14, 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 14th day of May 2020.

The following members were present:

D Armstrong  
Stan Graves  
Rob Melby  
Mark Wrinn

Five of five members present, a quorum was established.

## **Meeting Chair**

The Manager, Jim Rossi, was the **Chairperson** for the meeting.

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

The Meeting was called to order at 11:02 AM

## **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 April 21, 2020 were approved

## **Unfinished Business:**

There were no items of Unfinished Business

## **New Business: There were Thirteen (13) Items of New Business**

### **ITEM #1: Discuss and Vote on HVAC Reimbursement for Owners**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve reimbursement to unit 2302 for HVAC repairs for damaged caused by Hurricane Michael in the amount \$384.00. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

### **ITEM #2: Discuss and Vote on Statement of Claim for Hurricane Michael Damage**

Mr. Melby motioned, and Mr. Grave seconded, the Association approve the Statement of Claim for Hurricane Michael damage for Ocean Ritz is \$4,636,229.20 less depreciation of \$\$107,558.27 less deductible of \$184,054.44 for a Net Claim of \$4,344,616.49.. 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 Vote on Filing DBPR Complaint Against Kaizen Construction and Finish Line Construction**

Mr. Fox motioned, and Mr. Wrinn seconded, the Association approve the filing of a complaint against Richard Gleason of Finish Line Construction for Unlicensed Activity as a Contractor and Philp Gingerich of Kaizen Construction for aiding Unlicensed Activity by permitting the replacement of the Metal Roof at Ocean Ritz. 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 on March and April 2020 Financials**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the March and April 2020 Financials emailed to each Director after review by the Treasurer. 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 Change Order for Parking Deck Coating**

Mr. Fox motioned, and Mr. Melby seconded, the Association ratify the change order for additional demo due to unforeseen overlayment under the coating on the floor of P2 at a cost of \$6,400. Bringing the total contract price to \$131,836. 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 Removal of Caulk for Parking Deck Coating**

Mr. Wrinn motioned, and Mr. Fox seconded, the Association ratify the removal of caulk on street level and P2 parking where the floor and wall sections meet in preparation for the seal coat application by CentiMark at a

cost of \$2,891.70. 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 Vote on Installing Electrical in Pool Equipmnt Room**

Mr. Melby motioned, and Mr. Wrinn seconded, the Association ratify replacement of broken boxes, the installation of GFI outlets and overhead lighting by Cook and Associates at a cost of \$400. 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 Vote on Installing Electrical in Generator Room**

Mr. Melby motioned, and Mr. Graves seconded, the Association ratify the installation of lighting and additional outlet in the Generator Room at a cost of \$500.00. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #9: Discuss and Vote on Repair of Hot Water Heaters in Pool Deck Baths**

Mr. Wrinn motioned, and Mr. Graves seconded, ratify the installation of two water heaters in the pool deck baths replacing old defective heaters at a cost of \$1022, \$544 to Rob Powers for plumbing and \$478 to Cook and Associates for installation of new electrical wall mounted water heaters. 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 Repair of House Water Backflow Preventer**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the proposal by Hiller to replace the leaking house water backflow preventer at a cost of \$4,372.19 per their proposal #1186621 dated 5.7.20 and the cost be paid from the Reserve Fund for House Pumps. 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 on Umbrellas for Pool Deck**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the replacement of the pool deck umbrellas at a cost of approximated \$1,600. 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 Condensate Drains and Insulating Refrigerant Lines for Elevator Lobby AC Units**

Mr. Graves motioned, and Mr. Fox seconded, the Association approve the installation of new condensate lines and insulating the refrigerant lines of the Elevator Lobby AC units per System Service and Engineering quote at a cost of \$1,343.00. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

**ITEM #13: Discuss and Vote on Water Supply Line Repair**

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the repair of the 01 stack leaking water supply line by System Service and Engineering per their quote at a cost of \$2,339. 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 May 14, 2020 Ocean Ritz Directors' Meeting was adjourned at 12:22 PM Central Time.

DATED in the State of Florida, on May 14, 2020.

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D Armstrong (Secretary)