

Port Belleair CAC

MINUTES

Of the Committee meeting held July 17, 2023 at 10:00 AM at Port Belleair Clubhouse

1. The Meeting was called to order at 10:00 AM by Joe Spila, CAC Chairman.
2. The Notice of the Meeting was posted in the lobbies of each building
3. Committee members Joe Spila, Fred Barry, Barbara Hughes and Lynne Stenger (via phone) were present along with 12 unit owners, Jim Mitchell, Harbeck, and Joe Boldiga, Harbeck
4. Barbara Hughes motioned to approve the minutes from the June 19, 2023, meeting as written. Seconded by Joe Spila; unanimously approved.

5. **Reports:**

Chairman: - Joe recapped the budget process. A CAC budget was approved by all Committee members at the September 2022 CAC Meeting. At the May, 2023 meeting, a revised budget was presented by Building 4, reviewed and voted with a 2/2 decision. The original approved 2023 budget thus remained in effect.

Treasurer: - Joe Boldiga reported that the June Financials were not available, but did report that going into June the account had \$27,556. However, approximately \$14,000 of that had already been spent in June and July, credits still to be made to Buildings 2 and 3, and actual assessment amounts applied. The June Statement will include the updated CAC Financial position.

6. **Committee Reports:**

Pool – The Department of Health inspected the pool on July 10. The overall result is Satisfactory; however, four (4) violations were cited, one is the existence of black algae. A Service order for \$1070 was approved and issued to Triangle Pool Service to treat the black algae as soon as possible. In addition, pool cracks have started and the pool will need to be drained and resurfaced in 2024. Pool has never been resurfaced since it was built.

Clubhouse – A request was made by a unit owner to the committee that children under the age of 18 be supervised by an adult when using the clubhouse, specifically, the pool table, exercise bike, and TV. Damage has been done to the pool table equipment.

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Landscape – The sprinklers outside the perimeter wall have not been addressed. RedTree is aware of what needs to be done; no date set to complete the work. An additional invoice for \$636 has been paid for sprinkler repair and a controller remote will be required for approximately \$700. A quote for \$10,750 has been received from RedTree for the removal of six oak trees and four dead palms. The walk about by a volunteer committee to further identify sprinklers that are not working and create a location schematic has not been scheduled.

7. **Old Business:**

Wall Update – Joe Boldiga has had two contractors, who both do work for the State of Florida and Pinellas County, out to look at wall and provide options to repair. Both contractors indicated that the Pinellas County Construction Office needed to be notified. Joe Boldiga will follow-up officially with the county. The CAC had an Engineer out to evaluate the South Wall and have received his report. Both the retaining wall and drainage corrections are required to secure the wall. His report also indicated that a Geotechnical Engineer would be required to evaluate soil pressure and water drainage options. It was noted that without the Geotechnical Survey, the Engineer cannot move forward with construction options or approximate pricing, and Port Belleair cannot have any meaningful discussions with the County.

Discussions continued as to how much the wall has moved, does Port Belleair need to have an attorney interface with the County if the road loads compromised the wall, the upcoming County Road Project involving Port Belleair's portion of West Bay and coordination with the City of Belleair Bluffs.

Gary Steinman indicated that a month ago, he and Tony Allegrini checked the wall with a plum line in the same spot at they did 16 years ago; plum line shows that the wall has not moved.

Common Grounds Lighting Update – Anderson Electric came out of repaired the wires that were cut in various places; lights all worked. Two weeks later some wires cut again; repairs made again. Not sure how wires are being cut; possibly look at burying the wires and relocating a couple of lights in the island between buildings 3 and 4 as they are close to the curb and big trucks trying to make the turn hit them with their tires.

Decision on Removal of Tree Behind Clubhouse – Deferred at this time. It was discussed that the Clubhouse roof, gutter replacement and tree removal could be done in conjunction with the pool resurfacing for less down-time in the pool area. Sumer, 2024 would be ideal time. Joe Boldiga stated pool contractors are 9-12 months out, so he will move on getting pool bids and additional roof bids.

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Water Accumulation by Gates – Needs follow up. Harbeck will obtain a contractor to look at to provide recommendations. Scott Brasswell and Joe Spila will work with the contractor.

8. **New Business:**

Clubhouse Internet Access – Joe Spila contacted Spectrum to put in a new modem/router; Clubhouse now has a broader bandwidth and can accommodate a large number of users at one time. Userid/Password is SpectrumSetup-41/Pinklion609 Linda Oullette volunteered to contact Spectrum to see if a lower monthly fee can be obtained.

Time to Review Upcoming Major Projects for 2024 Budgeting – List of major projects needs to be prioritized.

Review of 2019-2022 CAC Financial Audit – Linda Young stated that the Audit was undertaken as a result of a request to revise the budget presented at the May meeting. At the time the revised budget was presented for vote in May, the Harbeck financials were showing numbers picked up from First Choice that were inconsistent with the amount of cash that transferred to Harbeck. Specifically, \$12,029.99 Maintenance Fees Receivables and a prior year surplus of \$34,865. The audit findings were that in 2019, \$21,362.69 was stolen from the CAC accounts and that the amounts in question did not represent cash available to the CAC.

A meeting with Harbeck was held after the Committee meeting to review the source documents supporting these findings. Unit owners were invited to stay. Harbeck agreed to work on correcting the June financials to show an accurate picture of the CAC financial position.

9. **Owner Comments:**

No additional ones

10. Next Scheduled Meeting: August 21, 2023 at 10:00 AM

11. Fred Barry made a motion to adjourn, seconded by Joe Spila. Motion passed unanimously and the meeting was adjourned at 11:47 A.M.

Respectfully Submitted,

Barbara Hughes, CAC Secretary