



**Ultimar Three Condominium Association, Inc.
Meeting Minutes of the Board of Directors Meeting
September 10, 2024**

Call to Order/Roll Call

- Craig Smith called the Board Meeting to order at 9:30am in the Ultimar Three Club Room and via Zoom online.
- Directors Craig Smith, Tom Fiedler, and Ken Jones were present in person. Director Cleo Cabuz was present via Zoom. Director Gus Fleites did not attend. A quorum was obtained. Also present in person were the association's Secretary, Jacky Schryver, and manager, Kristin Crockett.

Proof of Notice of Meeting

- Proof of Notice was confirmed by Ms. Crockett, posted more than 48 hours in advance.

Approval of Minutes

- Meeting minutes from the Board Meeting held on April 20, 2024 were moved for approval by Mr. Fiedler. The motion was seconded by Mr. Jones. The motion passed 4-0.

Report of Officers

- **Treasurer** – Mr. Jones commented that, year to date through August, the association was approximately \$47,000 favorable to budget. Mr. Jones commented that the glass block tower project will cost roughly \$500,000 and he anticipates the need for a special assessment, which would average \$5,000 per unit, depending on square footage. Mr. Jones mentioned a \$50,000 deductible related to recent flood damage and that he verified with the accounting firm that it would be a reserve expenditure.

Manager's Report

- Ms. Crockett mentioned that the August manager's report had been provided to owners. She indicated that the glass block tower demolition is expected to begin at the end of October, the new fire pump controller has been installed, and the outdoor common walkway carpet is scheduled to be cleaned in October. She has communicated with the city of Clearwater regarding water quality concerns and explained the status of restoration from flooding that occurred in the lower levels of the 04 stack and common areas.

Old Business

- None.

New Business

- **Elevator Modernization Discussion** – Mr. Smith shared that Rise Elevator Consulting indicated that the condition of the elevators warrants modernization in the next one to two years. Their projected cost was \$1.7 million. Management obtained a proposal from Otis Elevator for \$2.2

million, but has been working with the company to modify their proposal. They have reportedly reduced the cost by \$500k and are continuing to reduce further with the understanding that competitive bids will be obtained from union and non-union competitors.

- **Future Special Assessment Discussion** – Mr. Smith indicated that is likely that the association will have a \$500,000 assessment. It will be discussed and voted upon in December. Mr. Jones created a major projects plan that is routinely updated that illustrates anticipated project timing, estimated costs, and cash flow. This has been shared with owners earlier this year and will be shared again after management receives a revised cost on elevator modernization.
- **Glass Block Tower Ancillary Projects Decision** – Fire sprinkler removal, lightning mast relocation, roofing material installation, aviation light relocation, and lighting changes will be required during the glass block tower demolition project. A motion was made by Mr. Jones to approve the proposal from United Fire for the fire sprinkler work. The motion was seconded by Mr. Fiedler. The motion passed 4-0. A motion was made by Mr. Fiedler to approve the proposal from All South Lightning to remove and reattach the lightning mast. The motion was seconded by Mr. Jones. The motion passed 4-0. A motion was made by Ms. Cabuz to approve the Sika Roof Pro roofing option from Dixie Construction. The motion was seconded by Mr. Jones. The motion passed 4-0. A motion was made by Mr. Jones to allow the president and manager to make decisions on aviation light relocation and decorative lighting not to exceed \$50,000, with the contract decision to be ratified at the next Board meeting. The motion was seconded by Mr. Fiedler. The motion passed 4-0.
- **HVAC Discussion** – Mr. Smith commented on failures of the HVAC system that was installed in 2018. He mentioned design defect that may require a legal remedy. Ms. Crockett stated that Total Air Solutions, the company that installed the system in 2018, has indicated that they will no longer honor their ten-year full parts and labor warranty. Ms. Crockett has communicated with Prism Engineering and East West Electric regarding the mechanical and electrical issues related to the HVAC system. The goal is to improve functionality, ensure the electrical supply is adequate, and communicate with legal counsel regarding the failures of the system and its installation.
- **Set Date for Annual Meeting and Budget Meeting** – Mr. Smith indicated that Mr. Schryver would re-poll the Board for a meeting date in December. The date will be shared with owners.
- **Management Agreement Addendum Decision** – A motion was made by Mr. Jones to approve the management agreement addendum. The motion was seconded by Mr. Fiedler. The motion passed 4-0.

Comments of Owners

- Mr. Karaali mentioned waterproofing the planter adjacent to units 401 and 402.
- Mr. Smith commented on communication. He stated that communication via email is best with management for maintenance concerns, owners should avoid reaching out to maintenance staff directly, and records requests should be directed to the president or treasurer.

Adjournment

- The meeting was adjourned at 11:07am.

Jacky Schryver, Secretary

Date