

Palm Beach Isles Property Owners' Association

Board Meeting Minutes

September 13, 2021

IN PERSON @ 1290 FAIRVIEW LANE & WEBEX

Quorum Present: Yes- Notice on PBI website as well as posted in neighborhoods

Directors Present: Alison Brown-Pres, George Williamson, Bill Contole, David Brady,
Larry Lewark, Fran Barfoot, Sharman Nicholson, Julie Logsdon, Leticia Gnazzo

Directors Via Webex: Rob Jacobs, Chip Lubeck, Suzanne Hood

Directors Absent: Chris Renga-Vice President, Ronni Rosenberg-Secretary, Sabine Pouille, Barbara
Oetzman - Treasurer

Guests: Steve Kvarnberg – Landscape Architect

I. Announcements None

II. Approval of July 2021 Minutes and August 2021 Special Meeting

a) No Discussion – July

b) No Discussion – August

Motion to accept and approve the Minutes of the July 2021 Board

Moved by: Fran Barfoot Seconded by: George Williamson **PASSED**

Motion to accept and approve the Minutes of the August Special meeting Minutes

Moved by: Dave Brady Seconded by: Fran Barfoot **PASSED**

III. Treasurer's Report for July & August 2021

a) No discussion

Motion to accept and approve the Treasurer's Report dated August 31, 2021

Moved by: Sharman Nicholson Seconded by: George Williamson **PASSED**

IV. Committee Reports

a) **Executive Committee** – The Committee has been active addressing issues throughout the month.

b) **Bridge Committee**- Submittal of Landscape Plan by our Architect Steve Kvarnberg, Irrigation by Dick Harris went out in a timely fashion to BCI and the City of RB on August 28th, 2021. Grand Bahama will break ground next week -still no takers for 4 Adonidas. The Island Drive Entrance bridge construction is well underway with no issues so far. The completion date is still October 2021. ****WOW****The Entrance area Hardscape portion of the project is also on schedule for completion by May 2022. Currently electrical, landscape and irrigation plans are in development by board members Larry Lewark, Dave Brady and Sharman Cooney. The City of RB and BCI Construction will work with PBIPOA vendors to ensure implementation once plans, budgets are approved.

Palm Beach Isles Property Owners' Association

Board Meeting Minutes September 13, 2021 (Page 2)

More than a few residents along Sunset and Emerald Lane, Dolphin and even Fairview have agreed to allow staff parking on their lawns and or driveways during the GB construction. Frank will reach out to each of them personally to confirm outline the scope and to thank. Three weeks ago, the city posted the boil water sign and notices to neighbors and it was only to last 72 hours. Is there something else the residents and the Board need to know? Leticia has agreed to reach out to Julia Botel and Johnathan Evans for follow up. Beginning mid-September, the Grand Bahama Bridge Construction will affect many neighbors not just on Grand Bahama. Traffic, road closures and pedestrians, pets and vehicles large and small will be in the mix with tight squeezes everywhere. BCI Construction has agreed to stay in constant contact with the Bridge committee and the same with the committee to the Board. We all need to step up and communicate- issues good or bad arising so residence are minimally affected and there are no work delays. Meetings with residents in this area may occur again.

- c) **Architectural Review Committee** – No report.
- d) **Landscaping Committee** – SEE BRIDGE COMMITTEE REPORT AND NEW BUSINESS
- e) **Security/Lighting Committee** – No report
- f) **Community Life Committee** – New Resident/Welcome Sub-Committee Identified new residents from January 2021- June 2021. Working with PAYHOA to identify estoppel and closing information. Updated materials to reflect new officers/Board members so we can use for these new residents. Note: Other revision on standard committee descriptions and website information is awaiting board actions on these items. Directory delivery- The committee stepped in to distribute the printed directories. Due to the seasonal residents and ability to reach neighbors, not all directories were distributed. The remaining undelivered directories were given to Barbara for mailing. Holiday decorations/lighting: In preparation for the holiday season and the bridge work on the Island Drive project, a decision needs to be made by the Board to get outside quotes for lighting or to use prior years CMI installation (if available). The money is in the budget but given the restrictions from the bridge construction and in consideration of the Gulfstream and Bimini entrances, the committee would like Board input. This year, new ribbons/decorations will be purchased within the approved budget. Block party or other event for community given the completion on the main entrance and the timeline for the Grand Bahamas' bridge construction, an on-site event is challenging, if not impossible. However, an event when the landscaping is completed on the Island Drive entrance to celebrate its completion would be a great approach to have the community participate in it. Several charity efforts have been identified for 2022 and will be presented to the board shortly.
- g) **Communications Committee** – August website updates included new dates for Bridge Replacement project after Bridge Committee meeting on August 17 with BCI Construction, a Security Alert regarding theft in Palm Beach Isles. Note: Minutes for July were not approved due to no August meeting therefore not posted on the website yet. —A Boil Water Notice sent via email July 26 to all Grand Bahama residents due to utility work prep for the Grand Bahama Bridge replacement project. August 13th the notice expired. Numerous residents emailed inquiries to the site to confirm water-boiling specifics. All were directed to the Riviera Beach Utilities Department Website. In August – the website email received 9 inquiries by residents, and they were all forwarded to the appropriate committee lead. 83 people visited the site in August, which is down 6%. 70% visit via PC, and 30% visit via phone or tablet.

Palm Beach Isles Property Owners' Association

**Board Meeting Minutes
September 13, 2021 (Page 3)**

- h) **PayHOA** – Ongoing: Continued to approve new residents in the system, reporting updates, receive resident correspondence including iguana, architectural review, and general requests.
Board Follow-up: Reached out to PayHOA regarding an online searchable directory inside of PayHOA. Response was the following: “It has been added to the list of things to consider for future updates. It will likely be implemented; I am just not sure when at this time. The developers will typically update items based on modules. Currently, the people module is not on the upcoming list of things to update so it could be some time. Once they move the ticket into the next phase, they notify us so that we can inform the folks who suggested the change to let them know it is in the works.”
- i) **Covenants / Bylaws Review** – The Committee has been meeting regularly and plans to continue its meetings until the work is completed. Once the work is completed, the Committee will present its recommendations to the Board for a discussion and a vote.
- j) **Iguana Control** – Redline came on September 10th via canal and were able to capture 11 Iguanas. They will schedule another one for next week to complete the water portion and I will work with them on scheduling the interior trapping. We are working closely to ensure they attack the trouble spots. Once they complete this, I will send the invoice for their 3rd visit this year. We then have one remaining, which I will discuss best timing for - before it gets cooler.

V. Old Business – *Some content below is from July's Meeting - no regular meeting held in August*

- a) **Hardscape Landscape Plans** – *Sharman and Steve Kvarnberg will present under new business Pergola – Place on Back Burner for this meeting Water Fountain –placed on back burner for this meeting*
- b) **Subcommittee Summary** – *Newsletter –Leticia to follow up on-, George in holding pattern*
- c) **Entrance Lighting** City install; FPL, proposals and Costs – *Larry to obtain plans and retain bids to present to City - \$8K installed was a bid.*
FROM JULY MEETING
- d) **Website Content** – *public vs. resident only content –tabled until October meeting*
- e) **Welcome page and FAQs in public section** - *tabled until October meeting*
- f) **Committee Back-ups** – *Committee heads to come to next meeting with proposed back-ups – tabled until October.*

Palm Beach Isles Property Owners' Association

Board Meeting Minutes September 13, 2021 (Page 4)

VI. New Business

- a) **Landscape and Hardscape Plan.** Asked Steve Kvarnberg, Landscape Architect, to speak first and present Landscape plans and meeting with the CRB – Terrance Bailey in September
- City responded by requesting plans and pricing for Lighting. Also requested we agree to a maintenance agreement that includes an agreement if PBIPOA defaults on maintaining the space, the city will pay and charge the POA.
 - Agreement also includes ownership of landscape, and a right of way agreement.
 - The City will provide \$35K and BCI Construction has Budgeted \$60K to go towards Landscaping. The rest is up to the POA.
 - The Landscape and Lighting Committee will meet with BCI Construction and Steve the Architect Tuesday, September 14, 2021, on site to discuss budgets, bids, and loopholes in the agreement.
 - Rob asked if we have liability insurance for that area and Bill Contole said – We do not because we do not own it.
 - Bill Contole and Alison Brown will review all agreement documents presented by the City before approval.
 - Lighting, irrigation, and Landscape bids (3 each) will be presented and sent to the City of Riviera Beach by October 6, 2021 - David Brady (PBI resident/CMI electrical) and Joe Simpson (City electrical design contractor will be involved as will Larry Lewark,
 - Larry will manage the updating of the electrical drawings to show the new FPL meter and a 100amp panel terminating at the old meter location rather than behind the monument wall. This simplifies the design and installation as the POA has funded installation of empty conduit under the streets to support lighting, cameras, and sprinkler controllers. The south lane has been installed. The north lane will be installed once the bridges are in and just before paving.
 - There are 26 landscape lighting fixtures in storage. In addition, there are nine that were not removed near the front monument wall. All new ground lighting may be in order but that will depend on where we end up financially with the landscape budget.
 - Craig (Sesco Lighting) is developing a bid for ten streetlights- five on the inbound lane and five outbound. Next step will be to price installation and combine with fixture bid. The POA will need to review this proposal and vote on whether to move forward.
 - Julie Logsdon will prepare a spreadsheet with all bids, for presentation at next meeting.
- b) **Holiday lighting – CMI** agreed to again provide labor for installing all holiday lighting in areas where possible. Volunteers gathered by Fran will decorate.
- c) **Block Party** – Fran will research options for holding the block party at the end of Bimini, Gulfstream or another internal street because Grand Bahama will be unavailable this year.

Palm Beach Isles Property Owners' Association

Board Meeting Minutes

September 13, 2021 (Page 5)

- d) **Bid status for cost of replacement of landscaping** – (See above a)
- e) **Timing/Deadlines for Bridge related votes based on May 2022 install (Final Board vote & Community Presentation) TBD**
- f) **Grand Bahama Bridge Replacement Update**
 - Landscape Plan –TBD with other plans
 - Residential Inspections – Completed by BCI Construction sub engineering co.
 - Staff/Equipment Parking Layout Sunset resident street parking – week of Sept 13th
 - Emerald Drive Parking – A notice needs to be sent to all residents re. yard waste and resident and vendor street parking during bridge construction.
- g) **Agreement with the City on Maintenance Plan** – (See above a)

VII. Opportunity for Non-Board Guests to Comment or Raise Issues – no guests or residents, no comments

VIII. Adjournment - Motion to adjourn meeting. Time : 8:50pm

Moved by: Julie Lodgson Seconded by: Dave Brady **PASSED**

Next Meeting: October 11, 2021