

Plaza de Flores Condominium, 4202 Central Sarasota Pkwy, Sarasota, FL 34238
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CAM: Steve Wisniewski Hours: Monday-Thursday 9 AM – 5 PM Friday 8 AM - 4 PM



Annual General Meeting

The AGM was held on Monday 8th January.
After the normal formalities to start the meeting, the President, Gerald Ratzer gave a review of what happened in 2017, based on these notes.

Your new Board for 2018

President	Bob Ingraham
Treasurer	Constance Shaw
Secretary	Gerald Ratzer
Director	Brian Glabb
Director	Mark Haberman

- The Board meetings all happened as planned and were well attended by Directors.
- The Officers of the Association were Gerald Ratzer, President; Robert Ingraham, Vice President; Constance Shaw, Treasurer; Carol Carter, Secretary and signing officer; Harvey Garver, Director and signing officer.
- The Committees were
 - Finance Committee – Constance Shaw, Bob Ingraham, Dave Herman
 - Social Committee – Carol Carter, Greta Ingraham, Marilyn Wachter, Lee Machado ++
 - Landscaping Committee – Harvey Garver plus Directors when on site and available
 - Leasing Committee – Carol Carter, Greta Ingraham
 - Insurance Committee – Constance Shaw, Gerald Ratzer

- Penalty/Fines Committee – Jim Atherton, Lee Machado, Frank Whitsura and John Ferrara
- Policy Committee – Steve, Bob Ingraham
- Emergency Planning Committee – Jim Atherton, Gerald Ratzer, Constance Shaw
- Communications Committee – Gerald Ratzer
- The main events of 2017 were
 - International Night – a great social evening
 - Creation of an Emergency Plan in time for the hurricane season
 - Hurricane Irma did much damage in Florida, but Plaza was fortunate to miss the worst of the storm with just minor damage to one carport, but lots of debris from broken vegetation.
 - The biggest impact on residents was loss of power for two days up to a week.
 - Our Manager Steve, with help from SouthWest, Natural Designs, PCM, Palmer Ranch, FPL and Sarasota County, did an excellent job in clearing up and getting the complex back to “normal”.
 - The Plaza de Flores web site has now been transferred to PCM management.
 - Better access and lighting to several courtyards for improved safety.
 - Resurfacing of the tennis court and the addition of video recording of some common areas.
- The main problems of 2017 were
 - Red tagging of the buildings for sprinkler heads that have been recalled.
 - Impact and delays caused to the Budget process by the sprinkler head issue.
 - Accounting errors and our auditor.
 - Need to change our auditor, the roofing and pool maintenance contractors.
 - At this point the Board is short of one Director – but a solution is at hand!
- A big *Thank You* to
 - Steve, our Manager
 - All our Volunteers – all of those mentioned above, plus Sel Rom.

Bob Ingraham then tabled his VP review of all the decisions made by the Board in 2017.

Policies and Resolutions

1. Surveillance Camera Resolution – establishes a history of harm to residents and the common elements sufficient to justify the installation of surveillance cameras without owner approval.
2. Surveillance Camera Policy – defines how the cameras are to be used.
3. Hurricane Shutter Policy (required by law) – sets forth the requirements for installation of hurricane protection by owners.
4. Email Blast Policy – pursuant to law, permits the Association to contact owners by email in particular types of situations.
5. Estoppel Certificate Resolution (required by law) – authorizes PCM and others to provide an Estoppel Certificate to a buyer and seller upon the sale of a unit. The certificate shows the amount owed to the Association by the seller at the time of the sale.

6. Emergency Management Plan – establishes steps to be taken by the Board in preparation for an emergency weather event.
7. Emotional Support Animal – amended to allow additional professionals to provide a letter in support of an emotional support animal.
8. Enforcement Policy – re-established the 2002 Enforcement Policy, which created a Policy Committee to enforce Rules and Regulations.
9. Collection Policy – amended the procedure for the collection of delinquent monthly fees due to certain owners taking advantage of the prior procedure to avoid paying on time.
10. Leasing Policy – amended pursuant to law to expedite decision for servicemen.

Property Improvements

1. Landscaping – a thorough evaluation was performed by the Committee and plans were made to address needs.
2. Courtyard Lighting – upon request, installed additional lighting in courtyards as needed for safety.
3. Pool Lighting – installed necessary lighting to obtain permit for night swimming.
4. Handicapped Parking – realigned the parking spaces to better accommodate residents.
5. Tennis Court – provided new surface and fencing maintenance.
6. Fountains – placed rocks beneath certain fountains as needed.

Property Issues

1. Rodent/Pest Control – purchased and set rodent traps at each building.
2. Pool – hired new pool service to eradicate black algae.
3. Roof Leaks – entered into contract with Crown Roofing for emergency and priority response for leaks.
4. Sprinkler Heads – voluntary recall of some sprinkler heads is now mandatory.
5. Hurricane Damage – carports required repair.

Other Ongoing Issues

1. Audit/Finances – Board exercising constant oversight of finances after various errors were discovered in PCM's Financial Statements.
2. Web Site – New law requires that the website contain numerous documents that are not currently on the website.
3. Insurance Trustee Requirement – the Board received no positive responses to an RFP for Insurance Trustee services, which are required by the Declaration for certain insurance claims. May require legal advice and/or an amendment to the Declaration.
4. Official Record Requests – New law establishes potential criminal liability when the Board fails to provide requested records in a timely manner.
5. Property Manager – search for replacement will be necessary with retirement of our Property Manager early next year.
6. Resident Handbook/Rule Updates – a new Resident Handbook is available, but the Rules must also be updated.
7. Budget – major expense in 2018 for sprinkler heads will require financial planning.

The two lists on the previous pages are a good reflection of what was accomplished last year.

First Board Meeting – 2018

The new Board met on Tuesday 9th January. The first item of business was to choose the Officers of the Association, as shown on the first page. This was followed by requesting Mark Haberman to join the Board as a fifth Director. There was a long list of normal items to be approved since there was no Board meeting in December. The most spirited discussion was around the 2,000 sprinkler heads that will have to be replaced, as mentioned at the AGM – the day before. The new Board has now focussed on this issue and is planning to move forward as quickly as possible with multiple quotes, and an extra Special Board meetings as needed, to see that the replacement will be ahead of the eight-month schedule suggested by the Fire Marshall.

Special Board Meeting

Your new Board decided to move quickly on the sprinkler recall issue and called an extra meeting on Wednesday 17th January. All directors attended in person or by teleconference. Using an extensive package prepared by our Manager – the Board discussed the two quotes and the experience with both contractors. A vote was held, and the Board decided unanimously to award the contract to Piper Fire Protection. Piper had previously worked at Plaza in 2012 and 2013, their work was considered fast and efficient and also their replacement quote of \$38.50 per sprinkler was slightly lower. The Board expressed the desire to have the work done as soon as possible, so the red tags can be removed. A final contract for this work, with a schedule and multiple milestone payments will be negotiated in the near future.

The goal of the Board is to complete the work ahead of the Fire Marshall's timeline – so residents can rest assured that our buildings are safe, and you can have the peace of mind that the latest fire equipment has been installed and inspected.

Plaza web site update

The plazadeflores.org web site has been undergoing changes as it is now being managed by PCM, our management company. There are three sections 1. For the general public 2. For Plaza owners, and 3. For the Plaza Board members. Sections 2 and 3 require separate passwords for access. Any owner can access section 2 by requesting a password from our Manager, Steve, at plazadeflores@yahoo.com .

Sections are being updated and readers are invited to surf to the web site. Florida Statute 718 was updated last year with respect to Association websites. By 1st July 2018, a complete list of all the “Condo Docs”, By-Laws, Rules, Regulations, etc. will all have to be online. Much of the required data is available, but other items will need extra work from our webmaster at PCM – for instance all Board meeting notices will have to be posted – which we do not do at present. So, look for improvements in the website and if you have any suggestions or corrections, please let Steve know.