

**BOCA CIEGA POINT EAST 16 CONOMINIUM, INC.  
ST.PETERSBURG ,FL. 33708  
Condo #16 Board Meeting**

**MEETING MINUTES** for Date: 4/25/2025

Time: 10:00 AM-11:00 AM

Members present: Hank Bartels; Steve Freed; Linda Bennet (audio); Marainne K.Budronis; Janelle Zein.

Place: Boca Clubhouse

Agenda:

Approved Board minutes from March meeting. Janelle approved and Steve seconded it.

White Box status: 13 units completed. Janelle sent 8 invoices for approval from Andre. Once a unit's White Box is completed, Andres and Board member, will review what was done with owner. Owner signs off as to what has been done. Once owner receives the Invoice owner must match as to what was done as to what was charged for. Check so that the the bill matches up to what was completed. Suggestions are to check regarding any phone/cable removals to determine whether they were removed by Andres or the owner. Any problems with invoices owners are to contact Janelle. Any problems with White Box owners are to contact Linda Bennet. Owners are requested to send emails directly to the Board for follow up.

Exterior Door Project: Town Hall on 4/30 to discuss status. All garage doors have been inspected. There are 3 categories of product assessment (garage doors/courtyard sliders/lanai sliders). Types of renovation are to replace or repair up to code. Interior sliders don't have to be hurricane proof unless there is no outer hurricane door protection. Owners will have the choice to replace the interior window in the garage to make it hurricane proof but at their cost. Contractors will offer what can be covered by insurance and what they can upgrade to. Front door options will also be offered options. Remember that if you do not replace the doors you cannot put them on future insurance claims. If sliders are replaced and contractors damage the walls the company will repair. Insurance money may not cover all replacement costs because the adjuster cannot increase the reimbursement value since we have reached our insurance limit.

Condo Assessments: Janelle is the Treasurer and will be collecting checks.

Reserve Study: All common areas need to be examined for functional status and to determine what needs to be repaired or replaced. Data and worksheets regarding the common areas exist so only updates are necessary. Process needs to be completed by November 2025. A lot of research and time needed to accomplish this task. A committee of possibly 5 members (3 residents and 2 board members). We have a general pool for expenses to support work needed .Dan G.(attorney) directed that we set up categories for each project instead of maintaining a general pool. Board members Janelle Z. and Steve F. volunteered to be on this committee.

Hurricane Plan and Response to future catastrophic events. Currently the Federation has completed 50% of their Response Plan. Linda and Marianne will be on our Committee to develop a plan for our Condo Association #16 and we can use Federation's template.

Due to the loss of historic condo documents due to flooding Hank will confer with attorney to determine what condo documents are mandated to be preserved. Some documents were saved but severely damaged therefore legal guidance is necessary to determine salvage process. Janelle will work with former Board members to determine what documents currently exist.

Hank will send a letter out to residents to solicit volunteers for both committees.

Public Meeting ended at 11:00am.

Closed Board Meeting started at 11:00am.

Skim Coating: Janelle stated that Andres invoice will include \$2,000. For skim coating but owners have a choice: it comes out of their insurance allotment or they can pay out of pocket.

White Box \$ will be held by the Condo association till the allocations/bills can be rectified regarding the doors. Once all door replacement decisions have been made and bills paid any remainder funds will be turned over to "owner finish" accounts.

Plan to release the remaining 50% of owner insurance funds regarding "owner finsh" phase. Marianne B. will create a plan for board members to follow when they do the final walk through of units to evaluate the "finishing" portion of the units. Marianne will also create a checklist to be completed by the board member regarding owner finishes before the final 50% check can be released to owner. Owners that can provide contactor bills or receipts supporting replacement of cabinets; floors; bathrooms, painting etc. do not need to have their units physically reviewed.

Meeting was adjourned at 11:45AM.

Minutes submitted by Marianne K. Budronis Secretary.

