**Palm Beach Isles Property Owners’ Association**

**Annual Meeting Minutes**

**March 14, 2022**

**IN PERSON @ The Ambassador Center 7:02pm**

**Establishment of a Quorum & Call to Order:**

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

22 Residents present & 78 proxies

**Directors Present:** Alison Brown – President, Chris Renga-Vice President, Barbara Oetzman – Treasurer, Ronnie Rosenberg-Friedman – Secretary, Rob Jacobs, David Brady, Fran Barfoot, Leticia Gnazzo, Sabine Pouille, George Williamson, Sharman Cooney, Bill Contole, Suzanne Hood

**Directors Absent:** Julie Logsdon, Bill Contole, Larry Lewark, Chip Lubeck

**Guests:** 19 Residents, 3 Guests

**Welcome:** Delivered by Association President, Alison Brown

Explanation of projects that have been accomplished during the past year and where the dues go. Also stressed the importance of using PAYHOA and explained its various functions.

**Association Update:** Explanation of what the volunteer Board members do and asked for volunteers to work on the various committees.

**Councilwoman Julia Botel**:

Gave an update on the various projects that are in progress and future plans for Singer Island and Riviera Beach.

**Budget Report:** Chris Renga reported on the Budget. That report is attached.

**Bridge Report:** Leticia Gnazzo reported on the bridges (report attached)

**Approval of the 2022/2023 Board:**

Alison Brown

Barbara Oetzman

Leticia Gnazzo

Fran Barfoot

Sharman Cooney

Rob Jacobs

Chris Renga

Bill Contole

Ronnie Rosenberg-Friedman

George Williamson

Sue Hood

Sabine Pouille

Julie Logsdon

David Brady

Tzivia Namdar

Motion to approve the 2022/2023 Board:

Moved by: \_Alison Brown\_\_\_\_\_\_\_\_Seconded by: \_\_Ronnie Friedman\_\_\_\_\_\_\_\_\_

Pass/Fail \_PASS\_\_\_\_\_, one opposed

**Committee Reports:**

**Landscaping Committee:**

Sharman Cooney displayed the landscape design for the Island Road entrance and explained the timing and ramifications to the plants if the project is delayed. Her full report is attached.

**Security and Camera Committee:**

George Williamson gave the report (for Larry Lewark) on lighting and cameras. Full report is attached.

**PayHOA Committee:** Chris Renga gave report, which is attached.

**Iguana Committee:** George Williamson gave the report for Julie Logsdon. Report is attached.

**Communications Committee:**

Leticia Gnazzo laid out the goals of the Communication Committee. Report attached.

**Community Life Committee:**

Fran Barfoot spoke about the Community Life Committee. Report attached.

**Architectural Review Committee:**

Dave Brady gave an update.

**Covenants/Bylaws Committee:**

Alison Brown gave the report, which is attached.

**Questions:** There were no questions.

**Adjournment: 7:59**

Motion to Adjourn:

Moved by: \_Ronnie Friedman \_\_\_\_\_\_\_\_Seconded by: \_\_Alison Brown\_\_\_\_\_\_\_\_\_

Pass/Fail \_PASS\_\_\_

**Budget Report**

**Delivered by Chris Renga**

Palm Beach Isles was under budget for the period of 2/1/21 through 1/31/22 by $36,000. This was primarily due to the following:

* 1) Holiday decorations and lighting came in cheaper than was estimated when they were budgeted.
* 2) Despite all the work Alison mentioned regarding covenants and bylaws, the PBI governing documents were not amended, so the costs of that change have been moved into 2022.
* 3) Re-facing of the Gulfstream and Bimini entrance signs that was approved in 2021, has not yet been completed, so it has also been moved into 2022
* 4) Due to the bridge project, replacement of the security cameras on the central entrance were postponed from 2021 to 2022.
* 5) Finally, the board collected more than anticipated because some prior year dues and legal fees were recouped, and even though I said last year, it would be hard to keep up the pace set in 2021, Barbara processed 16 more estoppel fees this year than was budgeted....so it most certainly did keep pace.

So, in that light, I won’t be making any predictions this year, but the board will certainly have a discussion when the bridge project is finished, as it relates to the amount of money sitting in savings. This amount has grown substantially in the previous 2 years due because of the bridges, Covid and 20-25% turnover of the properties in the community. That money will be held to cover any potential overages that may result on the bridge project from both inflation and any unforeseen events.

**BRIDGE COMMITTEE UPDATE MARCH 2022**

**Reported by Leticia Gnazzo**

ISLAND DRIVE BRIDGE REPLACEMENT IS COMPLETE

The Grand Bahama Bridge is currently on the calendar for completion JUNE / SUMMER 2022 – if the ISLAND AREA OF THE sea wall repair is linked to this project, all will be completed by the end of the year.

We are working with the general contractor and the city to determine when and how the ISLAND AREA sea walls will be repaired. A meeting scheduled by the city for Monday March 21ST and a repeat meeting Thursday March 24th Neighboring residents of GB, board members and city officials at the GB site

MOST IMPORTANTLY …an email will be sent tomorrow to all central entrance residents apprising them of the traffic pattern switch to begin WEDNESDAY, MARCH 16, 2022. Dolphin will become the only street allowing ingress and egress to Grand Bahama. Like Emerald had, there will be no daytime street parking by vendors, etc., no trash cans nor landscape material permitted on the street. Must stay in driveway. And there will be a traffic light at the end of the street.

After bridge replacement completion – landscape and lighting will commence. Either Summer 2022 or Winter 2022 – 2023.

Landscape Report

Reported by Sharman Cooney

Landscape committee reconstructed from photos and plant inventory install lists the actual Island Dr

front entrance landscape prior to Nov 2020. The Committee then drew up the preexisting plan.

This all-inclusive plan was given to 4 commercial landscape Installers for bid in June of 2021.

At this point the Board chose to hire a professional Landscape Architect KVLA to assist in the all-inclusive composition of a NEW Landscape/ Irrigation plan and we have coordinated with the Lighting and Security committees to assure all parts worked together. The bid was awarded and approved by the PBI Board and submitted to BCI and the City of Riviera Beach.

Landscape Report cont’d

Natures Irrigation worked hand in hand all summer with the Landscape committee to review the plans and has included irrigation under one hat.

As price increases affect all corners of construction these days Natures set up a trip to Homestead for the Landscape committee and Architect in which we chose certain hard to source items.

We have addressed Bimini and Gulfstream in this process introducing anchor plants identical to those at the Island Dr entrance. Repairs have been made to the monuments and painting will occur this summer.

We are excited to bring to the community a plan that is predominately native Florida/ Caribbean combining Fragrant flowers and trees with noble palms, a plan that will grow in years with our evolving wonderful community.

Anyone interested in volunteering for the Landscape Committee please contact Sharman Nicholson Cooney; 561 841 5114

**Security Committee Report**

**Delivered by George Williamson**

* + Redesigned and replaced all cameras systems to better support investigations.
  + Dramatically improved system uptime and availability
  + The new systems have proven to be effective at providing evidence in 100% of the reported cases since 2018.

Goals-

* + Review all cameras and recorders for any required upgrades.
  + Look into adding cameras near Ocean drive for better coverage of the main entrance and exits once the bridges are complete.
  + Survey roadway lighting of main entrance and exit pathways to improve security/safety and to improve night vision of cameras along the entire path. (Unlike Bimini and Gulfstream, the main entrance streets are not illuminated from beginning to end with streetlights).

Incidents-

* + February 2022- No incidents reported
  + January 2022 – No incidents reported

**PAYHOA Report**

**Delivered by Chris Renga**

PayHOA is the PBI property management system. It was approved unanimously by the board in 2019 to simplify the back-office work of the board, it does this by:

* Allowing owners to maintain their own contact information, such as emails, phone numbers and mailing addresses
* Facilitating electronic invoicing and payment of dues which is significantly beneficial as each check takes an average of 7-12 minutes to deposit and apply payment. I know that doesn't seem like much, but when you multiply that by 300+ checks, the time adds up quickly.
* It also gives owners an easy way to contact the board, receive communications, and submit remote meeting, iguana, and architectural requests.

PayHOA costs approximately, $6-7 per property, per year. The idea of a system was floated by Chip, during his first year as president. It was intended to help the board by reducing the time it takes to run the association so that the volunteers could spend their time working on projects, such as the bridge construction and the great holiday brunch that was held last year, without having to increase dues to do it. A management system was decidedly the best alternative to hiring a management company that would most certainly cost much, much more.

**Iguana Committee Report**

**By Julie Logsdon**

The PBI board has engaged Redline Iguana Removal to help control the Iguanas in our community. Redline conducts visits to both the canal homes by boat and the interior lots when requested by foot. In 2021, we contracted them to conduct 4 weekly visits throughout the year, resulting in the capture of over 220 Iguanas. For 2022, the board voted to increase the visits to 8 boat visits and bi-weekly sweeps of identified dry lots. Total price going from $5500 to $7000 but with significantly more visits.

1. Boat visits February, March, May, June, July, August, October, December.

2. Bi-weekly visits to sweep dry lot

Iguana Report cont’d

In line with the new contract, Redline was onsite 2/2, 2/7, and 2/28. In total, 34 iguanas were removed including a couple pregnant ones. They will continue the bi-weekly visits in March and will continue to monitor for pregnant ones.

If you are having specific issues, please file a maintenance request on PayHOA. If you previously requested a visit and no longer have an issue, please let us know so we may remove you from the list to free up time for problem areas. You can help to control the Iguana population in your yard by filling in any holes they dig and cutting back vegetation where they nest. Redline is available for a discounted fee if you need specialized attention.

PBIPOA COMMUNICATION GOALS FOR 2022

Delivered by Leticia Gnazzo

Ensure Communication is accurate, timely & available to all

1. NEW resident Form achieves the Goal of identifying the how the resident wants communication from the POA. IE; email, text, mail.
2. WEBSITE – timely and pertinent information **deciding public vs. private**
3. WARNINGS AND NOTICES – Direct & Personal; Blast to all, hand delivery (continue to the few not on email)
4. QUARTERLY NEWSLETTERS – reminders, announcements, spotlight on items neighbors may not know.
5. PAY HOA – determine if this is the best method for more than just paying dues.

**COMMUNITY LIFE COMMITTEE**

**Delivered by Fran Barfoot**

The Community Life Committee, formally known as the Social Committee, manages community events, welcomes new residents and decorates on all of the entrances to our community during the holidays. Committee members are engaged in key activities supporting the community.

Community Life Goals:

* Identify and manage opportunities for resident activities in the community to enhance the neighbor experience.
* Welcome new residents formally through personal contact and information sharing.
* Coordinate and manage decorations for the entrances to the community and resident activities as needed.

Community Life Achievements and Benefits:

* Organized and managed the Holiday Brunch in December 2021 as a major community event.
* Organized and supported annual Block Parties providing an opportunity to gather as a community and support a charitable cause. It has fostered a wonderful opportunity to get to know your neighbors in a social setting. Pre-pandemic, it has been the main event for our community.
* Reached new residents personally to provide a personal approach with newly developed materials, a customized Palm Beach Isles bag and key information to engage new members of our community. Specific street ambassadors were established as points of contact to help new residents with key information answering many questions they may have moving into our neighborhood
* Decorated the main entrances during the holidays with an inclusive approach showcasing Palm Beach Isles with each of the three entrances fully decorated. While construction, may have limited our approach, the rich history of this will continue going forward.

**Covenants/Bylaws Committee Report**

**Delivered by Alison Brown**

The Committee is taking a comprehensive approach to revising the documents so that all changes are made in one effort.  We have been holding regular meetings over the past two years, each meeting lasting multiple hours.  The goal is to complete the review in late 2022, provide an overview to residents, and then present the documents for a community-wide vote.