Royal Mansion Condominiums

8600 Ridgewood Avenue
Cape Canaveral, FL 32920
Prestige Property Management – 321-501-0654 – prestigeofbrevard@att.net

Board of Directors
Meeting Minutes
held
November 22, 2025

This meeting was held in the clubhouse located at 8600 Ridgewood Avenue, Cape Canaveral, FL 32920 and by ZOOM Video Conference at the following link: https://us02web.zoom.us/j/86528116475

This meeting was called to order at 12:32 p.m.

A quorum was established with 5 of 5 Directors present. Jeff Denton and Keving DeMayo were in attendance in person. Chris Herdon, RJ Sicre & Robert Monette were present via ZOOM.

Proof of notice is on file.

Chris motioned to waive the reading of the previous meeting minutes and approve same. Robert 2nd. All were in favor and the minutes were accepted as submitted.

Reports of Officers, Committees or Agents:
Presidents Report: Jeff announced that Prestige Property Managements' tenure officially begins December 1, 2025. Lori Barrella is working with Jeff to get the financials changed over to RMC's control and out of the banks overseen by HMI. Bank accounts will be opened at Sunrise Bank, which will earn interest in both the operating and the reserve accounts. Jeff reported that the surplus from the decrease in insurance premiums should be enough to fund the paver project, the pool equipment replacement as well as fencing and railing repairs and replacements. The exact amount of surplus will not be made available until after the audit is completed by the CPA. Lori provided the Board with the updated engagement letter from the CPA, Solutions 1st Incorporated, in the amount of $3,200 to $3,600 pending time of completion of the audit. Jeff moved to approve the contract with Keving agreeing. All were in favor and the contract for the 2025 audit was approved.

Old Business:
Pool and Spa Pool Pack Replacement: Lori Barrella met with the contractor who will be replacing the pool equipment this past week. It was noted that the project would not be able to be completed in 2025 as they only received the deposit a few weeks ago and manufacturing time for the equipment is 8 weeks. They did say IF they could get the equipment by the first week of December, they might be able to complete the project the week prior to Christmas, however, he said it was highly unlikely. Lori will continue to work with them on this project and will notice the owners accordingly. On the subject of pool equipment, it was noted that the spa heater was

not working and could not be repaired. Bids were received from Eric the Gas Man and Vero Pool. While Eric the Gas man was about $100 less than Vero, there was discussion between Board Members that it would be best to have the company that services the pool do the installation. As such, Robert motioned to accept the bid from Vero Pool in the amount of $4,577.93. RJ 2nd. All were in favor and the motion passed. Lori will contact them immediately. It was also noted that when the new equipment was installed, they will be repairing the spa jets that have not worked for some time now.

Paver Project to Pool and Overlook Decking area: Lori also met with the company who will be installing the new retaining wall and pavers along the pool decking area. This project is slated to take approximately 3 weeks, weather permitting. The pool will need to be closed for this project as well. She had questioned them on the issue of drainage along the new wall, as well as possibly installing pavers in front of the clubhouse as the stamped concrete was failing. Imperium Pavers provided a bid to install a French drain along the new retaining wall, approximately 100 ft, for a cost of $8,250.00. There was discussion relating to the need for the drain as well as the fact that it would be done at the end of the project. Lori was instructed to obtain 2 more bids if she was able to. Imperium also provided a price to removal and replacement of the rock and paver border where the pool equipment was to be replaced. It was determined that volunteers would remove the landscaping in that area and maintenance could help where needed. Imperium also provided a bid to install pavers at the entrance of the clubhouse for a cost of $3,003.00. There was limited discussion relating to the care and maintenance of the stamped concrete and that it was not easy to repair due to adhesion issues and pattern of the concrete. Kevin moved to approve the paver installation at the entrance of the clubhouse. RJ 2nd. All were in favor and the motion passed. There was continued discussion relating to installing electrical outlets at each pool fence for the possible installation of electronic locks. It was noted that the conduit should be installed before the new pavers were installed. There was some back and forth about running the wires now or just installed conduit, which they could pull the new wires in at a future date. Lori was asked to meet with the electrician to go over their plan.

New Stairwell Railings: Lori also met with the owner of Florida Fence Products, Lee, to inspect the stairwell railings, which the Board had previously approved replacing. Lori's inspection found that while there was one set of railings at the 3000 building, as well as 2 patio unit gates were in need of replacement, the remaining railings only needed new brackets and a few other repairs and then could be painted. Lee agreed that railings did not appear to be in dire need of replacement at this time. She did receive a bid from Tech Systems to paint the railings but was waiting on one additional bid. She was also waiting on Lee to provide a bid to make the repairs to the railings then provide a bid to replace the fencing around new pool decking. It should be noted that a 50% deposit of $15,450.00 was recently paid to Florida Fence for the new railings and this would be applied towards the pool fencing should the Board choose to move forward. It was unclear if the existing fence would be able to be reinstalled once it was removed for the pavers to be installed. This item was tabled until more information could be obtained.

Sealcoating to Parking Area: Lori was asked to obtain bids to seal coat the parking lot, which she has done. However, it was noted by all the companies that there were many, many repairs that would need to be completed prior to the sealcoating. One company did provide a proposal to mill and pave the parking area, and the Board was relieved to find it was not as expensive as they originally thought it would be. The Board requested Lori to obtain 2 additional bids to mill and then re-pave the parking area.

New Business:
Review and adoption of 2026 Budget:
Jeff gave a thorough report of expenditures to date with a year end projected surplus of $317,609.00 but did caution that the audit would be required to obtain the exact amount. There was general discussion relating to insurance costs and the hope they will continue a downward path. Jeff also noted that there were approximately 5 years remaining on the loan payments which would fall in line with when new roofs would be needed and that the Association would have that line of credit available to use, in lieu of levying a special assessment. It was also noted that maintenance would be working roughly 20 hours per week and that a cleaning company was hired to take care of the walkways, clubhouse, etc. The total cost of these 2 expenditures was roughly equal to what was budgeted for one maintenance person working 40 hours per week. It was also noted that the Association would be building its' own proprietary website, as required by the Florida Statutes, and the start up cost of $5,000.00 was also made part of the budget. Finally, it was noted that Lori worked on the reserves and found that HMI had made a mistake on the amounts held in reserve accounts, which is what the reserve advisors used in its' calculations to determine the amount of funds required to be held each year. The Association had more funds, which Lori was able to use to adjust the actual required amount thereby lowering the amount per year needed. With all the adjustments and all possible expense items listed, Jeff was happy to report that the dues would be lowered in 2026 as follows: Atrium units would go from $697.74 per month to $538.00; Patio units would go from $862.14 per month to $665.00; Penthouse units would go from $1251.94 per month to $966.00. With no further discussion relating to the budget, Kevin motioned to adopt the 2026 Budget with $937,008.00 in income. Robert 2nd. All were in favor and the motion passed unanimously.
Lori reminded folks that for their December dues, they should be mailing in a check as the ACH's at HMI would cease at the end of the month. Lori will again send out notice to the owners relating to this. Owners will then have an option in mid-December to sign up for a 3rd party entity through Sunrise Bank to have the payments automatically deducted from their account. There were a few owners who asked if they could still pay with a check and Lori informed them, yes, they can always send a check in.

The Board wanted to thank Johanne Richard and Richard Pelland for all the hard work they have been doing with landscaping and decorating the entrance for the holidays! It was greatly appreciated and has not gone unnoticed.

Comments from owners:
There was general discussion relating to pet rules and restrictions. It was noted that there is a fining committee in place and owners need to be reminded that tenants are not permitted to have pets in the units, only unit owners and the weight restriction was no more than 50 pounds. It was also noted that someone had a boat on a trailer in the parking lot, which is also not permitted. A few owners commented that they felt the cleaning company did a good job but that they haven't seen them here this month. Additionally, while one unit did find some water in the unit when they pressure washed the walkways, it was minimal and that no one else had complained of any intrusion.

Next Meeting Date: January 21, 2026, 6:00 p.m.

With no further Business to come before the Board, Chris motioned to adjourn the meeting at 2:38 p.m. RJ 2nd and the meeting was adjourned.