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
Wednesday, April 15, 2026

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/82349578244

This Meeting was called to order at 6:25 p.m.

A quorum was established with 4 of 4 Directors present. Jeff Denton, Robert Monette & Chris Herdon were in person with Kevin DeMayo present by Zoom.

Appointment to the Vacant Seat on the Board: Jeff motioned to appoint RJ Scire to the open seat on the Board for a two-year term. Robert 2nd. All were in favor and the motion passed. RJ shall serve as Director.

Proof of Notice: On File

Reports of Officers, Committees or Agents:
Presidents' Report: Jeff reported that with the recent rains, 11 units were found to have leaks. PPM was able to have a roofer come out and do initial inspections during the rains and found that most were in areas that had to do with the termination bars along the parapet walls. They also believed there was an issue with some of the clear story windows on a few of the units. PPM met with Gund Roofing and inspected all the units in question, and we are waiting for their final report. Previously PPM obtained bids to reroof the buildings for the purpose of getting pricing to be sure we had our reserves set up correctly and the Board would need a workshop to discuss the multitude of issues with the leaks and see if repairs could be made as opposed to a full re-roof.

Old Business:
Paver Project to Pool and Overlook Decking area: PPM and Board Member Jeff Dent met with City officials on April 8 together with the Associations' engineer on the project. The meeting went well and they gave us the list of items that would be required to pull the permit. This might include the Department of Environmental Protection for the coastal construction line work as well as St. Johns' Water Management District for drainage. One of the items the engineer will need is a geotechnical report for soil parameters for the retaining wall. This is very specialized testing and only one company responded that they are able to perform these tests, KSM engineering and testing. As such, Lori presented to the Board a proposal to have the testing completed at a cost of $4,800.00. Their lead time is almost 4 to 5 weeks out with the report taking another one to 2 weeks to obtain. It should be noted that at the meeting with the City, there was an agreement that if we updated them on our progress, they understood it will take longer than the 30 days to cure they gave the Association in its' violation notice. RJ then motioned to accept the proposal from KSM. Chris 2nd. All were in favor and the motion passed. Jeff instructed that the funds for this service are to be used from the surplus line item from 2025.

New Stairwell Railings/Pool Fencing: With the meeting with City Officials, it was also noted that the construction fencing around the pool wasn't very safe for the number of children running around on the deck – they agreed to allow the Association to apply for a temporary install permit so that the fence can be properly secured, with the understanding that it may have to be removed in the future. Lori is trying to get Florida Fence out to the property so far they haven't responded to her requests. She also needs to show them the mess they made by replacing the stairwell brackets as well as not providing full repairs as agreed upon. Lori noted that when the fence was being installed, no one would be permitted onto the pool deck area until it was complete, this is per the Health Department Code. Lori will be sure notice is sent in advance of that project. Lori was asked to see if maintenance could adjust or replace the hinges on the gates to the pool as they did not close properly and some are staying open if they don't physically pull the gate closed.

Hallway Deck Coatings: Tabled. In the meantime, Lori will see if maintenance can repair some of the areas of deck coating that have come up.

It was noted that the pool heater was repaired and that it would not need to be replaced at this time. Lori also reminded the Board that they needed to meet to go over seal coating bids, as such, the Board would like to meet for a workshop this weekend to go over these proposals, as well as the roof bids.

Amendment to the By-Laws re: Assessment Due Dates and late fees: Due to the fact that no quorum was established at the Members Meeting, this matter will be tabled until possibly the next Annual Meeting.

Lori also presented the Board with 2 bids to install a pedestrian gate on the south portion of the property, as was originally planned. After brief discussion a call for a vote was made. RJ motioned to award the bid to Superior Fence and Rail at a cost of $1,356.00. Robert 2nd. Jeff, Robert, RJ & Chris were in favor of the measure with Kevin opposing the motion. As such, motion approved by majority of the Board. Jeff requested that funds from the regular operating account could be used for this project. Lori was also asked to see if she could find another vendor to work on the gate as East Coast Fence was not very accommodating when making repairs.

New Business By Board Members: The Board commented that the new doors on the clubhouse looked great and the vendor did an excellent job. He also replaced the door to the hot water heater room as it was literally falling off the hinges. He made repairs to the restroom doors and worked with FPL to replace the doors that house the transformer in the rear of the maintenance building as rust had eaten through them to the degree that they were falling apart.

Membership comments on agenda items: There were general questions relating to the roof issues and it was noted that a workshop would need to be held to go through in detail the bids. It was also noted that unit 2205 had a worker who broke a water line and they did not know where the shut off valve was. The leak caused a great flood in that unit as well as the unit below. Lori is working with the unit owner to obtain a copy of his insurance but to date, has not provided one. This led to a discussion relating to the shut-off valves itself. There are none at each shut off, which is located on the patio of all first-floor units. Possibly put a note in each unit - but then they would still need the handle to turn the handle – Lori will work on a solution and notice the owners to let them know where the valve was. A unit owner asked when the AC lines would be cleaned again and they were told it was today that they were done – as they are on a quarterly basis for same.

Workshop Date: April 18, 2026 – 11:00 a.m. in the clubhouse and by zoom -
Next Meeting Date: TBD

With no further Business to come before the Board, RJ motioned to adjourn the meeting at 7:22 p.m.