



Palma Sola Harbour Condominium Association, Inc.

9410 Catalina Drive, Bradenton, FL. 34210

Phone 941-792-3532 Fax 941-792-2820 Emergency/After-Hours 941-792-3532

Web Site: www.pshcondos.com Email: matthew@pshcondos.com

Board of Directors Meeting April 16th, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00 pm.

I. Calling of the Roll

Five of Six Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Jim McConnell, Mr. Tom Hanrahan and Mr. Sig Von Bargen.

The Community Association Manager, Mr. Matthew Edwards was also was in attendance.

II. Approval of any prior Meeting Minutes

A. The Board meeting minutes of March 19th 2015 stands approved as presented.

III. Officers and Committee Reports

A. **President's Report** –Mrs. Andrusko thanked everyone involved in the clubhouse kitchen upgrade. She also mentioned that a list of the committees and committee members are posted on the bulletin board.

IV. Unfinished Business - None

V. New Business

A. Appointment of New Board Member - Consideration and Vote

Following past practices: To fill a vacant Board position, the candidate with the next highest number of votes from the Annual Owner's meeting would fill the position for the remainder of the term.

MOTION: Mrs. Marge Andrusko made a motion to appoint Mr. Tony Jurcik to fill the vacant position that expires in January of 2016. The motion was duly seconded by Mr. Jim McConnell. Motion carried 5-0.

B. Election of Secretary – Consideration and Vote

MOTION: Mr. Sig Von Bargen made a motion to elect himself as Secretary. The motion was duly seconded by Mr. Tom Hanrahan. Motion carried 6-0.

C. Personal Gate Access Codes – Reconsideration and Vote

Unit owners may request from management a 4 digit gate code. Gate codes can be set for any specific amount of time and can also be reset at any time. Example; Monday through Friday 8:00 to 4:00pm then reset for Saturday and Sunday 3:00-6:00pm. Owners are responsibility to provide to the renters gate access (either a code, key fob or access card). No renters will be allowed to purchase any key fobs or access cards. When the rental contract is terminated gate code MUST be reset. If the management believes any gate code is being abused based on the activity log the owner will be contacted to reset gate code.

MOTION: Mr. Jim McConnell made a motion to approve the use of personal gate access codes as stated above. The motion was duly seconded by Mr. Tom Hanrahan. Motion carried 6-0.

D. Open Security Gate During Open House Weekends (Petition) – Discussion Only

Mrs. Marge Andrusko explained that the owners voted for a gated community and in September of 2014 at a duly scheduled Board meeting a motion was made to allow for gate access to any open house by pre-arrangement by the owner or agent. In January, 2015 to allow more access on Open House weekends the management was instructed to create a 4 digit code that would work from noon to 4pm Saturday and Sunday that realtors could display at the front gate for any potential buyers. A discussion followed. Management was instructed to purchase two Open House signs with the access code printed on the sign that any owner or real estate agent my use to display for the open house weekends at the front gate.

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.

Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
Condominium Association Inc.

Sig Von Barga
Secretary

Approved



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Board of Directors Meeting May 21st, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00 pm.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Tom Hanrahan and Mr. Sig Von Bargaen with Mr. Jim McConnell, Mr. Jack Flynn and Mr. Tony Jurcik available via teleconference. The Community Association Manager, Mr. Matthew Edwards was also was in attendance.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of April 16th 2015 stand approved as presented.

III. Officers and Committee Reports

- A. **President's Report** – Mrs. Andrusko thanked Mr. Sig Von Bargaen and Mrs. Rita Mixer for their wonderful job in transforming the triangle in front of the clubhouse into beautiful flower garden.
- B. **Manager's Report** – Mr. Edwards informed the Board that the in-house repair of the seawall cap has been started and updated them on the progress of the collapsed building and the progress of the Public Adjusters. The Board of Directors instructed the property manager to file the Civil Remedy Notice.

IV. Unfinished Business - None

V. New Business

A. Violation Enforcement Process - Consideration and Vote

MOTION: Mr. Erv Jurs made a motion to approve the Violation Process. The motion was duly seconded by Mr. Sig Von Bargaen. Motion carried 7-0.

B. Villa Modification, Boat Dock & Transfer Resolutions – Consideration and Vote

MOTION: Mr. Tony Jurcik made a motion to approve the Villa Mod Committee resolutions. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

MOTION: Mr. Erv Jurs made a motion to approve the Boat Dock Committee resolutions. The motion was duly seconded by Mr. Sig Von Bargaen. Motion carried 7-0.

MOTION: Mrs. Marge Andrusko made a motion to approve the Transfer Committee resolutions. The motion was duly seconded by Mr. Erv Jurs. Motion carried 7-0.

C. Security Fence to go to Members at AOM – Consideration and Vote

Removal or change the type of fence at the front gate.

MOTION: Mrs. Marge Andrusko made a motion to not put the removal or change of the fence at the front gate on the agenda of the next Annual Owner's Meeting. The motion was duly seconded by Mr. Erv Jurs.

Motion carried 7-0.

D. Dock Requests - Consideration and Vote

1. 9530 Camino Cove

MOTION: Mr. Erv Jurs made a motion to approve the position and installation of this boat dock provided it be moved to the West by 5'. The motion was duly seconded by Mr. Tony Jurcik. Motion carried 5-2 with Mrs. Marge Andrusko and Mr. Sig Von Bargaen voting no.

2. 4109 La Costa Cove

MOTION: Mr. Erv Jurs made a motion to approve the position and installation of this boat dock. The motion was duly seconded by Mrs. Marge Andrusko. Motion carried 7-0.

3. 9531 Azure Cove

MOTION: Mr. Erv Jurs made a motion to approve the position and installation of this boat dock. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

4. 9509 Valencia Cove

MOTION: Mr. Erv Jurs made a motion to approve the position and installation of this boat dock pending the completion of the sale. The motion was duly seconded by Mr. Sig Von Bargaen. Motion carried 7-0.

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
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Matthew Edwards, CMCA
Community Association Manager

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Secretary



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Board of Directors Meeting September 17th, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 3:00 pm.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Tom Hanrahan and Mr. Sig Von Bargen with Mr. Jim McConnell, Mr. Jack Flynn and Mr. Tony Jurcik available via teleconference. The Community Association Manager, Mr. Matthew Edwards was also in attendance.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of May 21st, 2015 stand approved as presented.

III. Officers and Committee Reports

- A. **President's Report** – Mrs. Andrusko informed the Board and owners of the new name change and format for the Town Hall Meetings, which will now be called the Informational Meeting. Mrs. Andrusko stated she would like to see the newsletter resurrected again and asked for volunteers. And she also reminded everyone to observe the speed limit at PSH.
- B. **Manager's Report** – The property manager informed the Board on various ongoing projects, including the seawall repair, building painting, roof leaks and building tenting for termites.

IV. Unfinished Business - None

V. New Business

A. Board Meeting Date and Time Change- Consideration and Vote

MOTION: Mr. Sig Von Bargen made a motion to keep the Board meeting on the third Thursday of the month and to start at 10am. The motion was duly seconded by Mr. Jim McConnell. Motion carried 6-1 with Mr. Erv Jurs voting no.

B. Possible Amendment to the Rule and Regs regarding garments – Consideration and Vote

MOTION: Mr. Sig Von Bargen made a motion to allow towels to hang dry in the carports, as long as they are in a neat and orderly fashion and not to stay overnight. The motion was duly seconded by Mr. Erv Jurs. Motion carried 4-3 with Mrs. Marge Andrusko, Mr. Jack Flynn and Mr. Tony Jurcik voting no.

C. Boat Lift Request - Consideration and Vote

1. 4105 La Costa Cove

MOTION: Mr. Jack Flynn made a motion to approve the position and installation of said boat lift as long as it is moved the farthest North end of the dock. The motion was duly seconded by Mrs. Marge Andrusko. Motion carried 7-0.

D. Pet Waste Stations - Consideration and Vote

MOTION: Mr. Erv Jurs made a motion to install 3 pet waste stations, at the North Point, the Park area and on the corner of Valencia and La Costa in the common area. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

E. Personnel Issues - Consideration and Vote
Closed Meeting

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

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Matthew Edwards, CMCA
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Board of Directors Meeting October 15th, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 10:00 am.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Tom Hanrahan, Mr. Sig Von Bargen and Mr. Tony Jurcik with Mr. Jim McConnell, Mr. Jack Flynn available via teleconference. The Community Association Manager, Mr. Matthew Edwards was also in attendance.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of September 17th, 2015 stand approved as presented.

III. Officers and Committee Reports

- A. **Manager's Report** – The property manager informed the Board on the completion of the Palm Tree trimming with the hardwood trimming to start the following week.

IV. Unfinished Business - None

V. New Business

A. Sales/Rental Conviction Criteria - Consideration and Vote

A discussion followed. The chairman of the legal committee apprised the Board that sec 17 of the PSH declaration authorizes the Board to conduct a background check of any prospective unit transferee other than those exempted pursuant to sub-sec 17.03, i.e.; children, grandchildren, etc.. Since a listing of specific disqualifying criteria is not practical as it may limit the criteria only to those specifically enumerated, the legal committee recommended that the following language be add to the sale and rental application forms; "Denial may be based upon a background check which discloses behavior detrimental to the safety and well being of the Condominium."

MOTION: Mr. Erv Jurs made a motion to add a sentence, underlined and highlighted to both the sales and rental applications stating "Denial may be based upon a background check which discloses behavior detrimental to the safety and well being of the Condominium." The motion was duly seconded by Mr. Tom Hanrahan. Motion carried 7-0.

B. Transfer Designee Changes – Consideration and Vote

MOTION: Mr. Erv Jurs made a motion to allow the manager to approve a transfer (rental or sale) prior to the interview process provided all other criteria is met. The motion was duly seconded by Mr. Tony Jurcik. Motion carried 7-0.

C. Violation Process Changes - Consideration and Vote

MOTION: Mrs. Marge Andrusko made a motion to allow the manager to make verbal communication with a renter or an owner who is in violation of the condo docs on the first offense (rather than sending a letter) with a record being kept of the violation. The motion was duly seconded by Mr. Sig Von Bargen. Motion carried 7-0.

D. Interior Leak Repair policy - Consideration and Vote

MOTION: Consistent with the FL. Statutes 718.111 (11) (G) 2, which states that an owner is responsible for the costs of repair of property located within the boundaries of his individual unit, Mr. Erv Jurs made a motion that PSH Association not repair texture and paint the same being the responsibility of the owner. The motion was duly seconded by Mrs. Marge Andrusko. Motion carried 5-2 with Mr. Sig Von Bargaen and Mr. Jack Flynn voting no.

A discussion followed. Mr. Sig Von Bargaen requested that the minutes reflect that that the manager report to the Board any recurrent leak in the same spot if previously repaired by the association or it's contractor, which request was amended to those leaks if previously reported to the manager by the unit owner. As amended, the request was approved 5 to 2 with Mr. Erv Jurs, and Mr. Tony Jurcik voting no.

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.

Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
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Board of Directors Meeting November 19th, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 10:00 am.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Jim McConnell, Mr. Sig Von Bargaen, Mr. Tom Hanrahan, Mr. Jack Flynn with Mr. Tony Jurcik available via teleconference. The Community Association Manager, Mr. Matthew Edwards was also was in attendance.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of October 17th, 2015 stand approved as amended.

III. Officers and Committee Reports

- A. **Legal Committee** – Mr. John Gardner reviewed Robert's Rules of order with the Board as it pertains to PSH Board meetings. He also discussed the importance on the wording of Board approved minutes.
- B. **President's Report** – Mrs. Marge Andrusko reminded the owners that new phone books are available. She also stated that Doreen Juett will be taking over the memorial fund.
- C. **Manager's Report** – The property manager informed the Board on of the conversation with the State agency about our termite problem. The Department reported that our situation is normal for our location in Florida and we are to keep doing what we are doing with spot treatments and tenting.
- D. **Grounds Committee** – Mr. Sig Von Bargaen thanked Rita Mixer for her help with the landscaping. He also talked about the new plantings and irrigation around the gazebo area as well as other plantings on the property.

IV. Unfinished Business - None

V. New Business

A. Proposed 2016/17 Budget - Consideration and Vote

Mr. Jim McConnell thanked the Budget committee for their help putting together the 2016/17 PSH Budget. Mr. Jim McConnell reviewed in detail the proposed Budget which keeps the monthly carrying charge at the current \$450.

MOTION: Mr. Erv Jurs made a motion to send the 2016/17 Proposed Budget to the membership at the AOM, using the accumulated insurance surplus if necessary to offset any possible insurance deficit. The motion was duly seconded by Mr. Tom Hanrahan. Motion carried 7-0.

B. New Roof Proposals – Consideration and Vote

The property manager explained to the Board the different proposals for a new 60 mil GAF TPO membrane as well as the new metal mansards for 9505-9511 Valencia Cove.

MOTION: Mr. Erv Jurs made a motion to approve Springer-Peterson for the re-roof of 9505-9511 Valencia for \$54,970 with additional costs for A/C work and termite treatment to the roof sheathing not to exceed \$2,500.

The motion was duly seconded by Mrs. Marge Andrusko. Motion carried 7-0.

MOTION: Mr. Erv Jurs made a motion to approve PDF Roofing for the installation of a metal mansard at 9505-9511 Valencia for \$18,880. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

MOTION: Mrs. Marge Andrusko made a motion to approve PDF Roofing for the installation of a metal mansard at 3880-3888 Catalina for \$26,880 with additional costs for seamless gutters and down spouts around the complete perimeter of the building. Cost not to exceed \$6,500. The existing seamless gutters will be re-used and painted to match the terra cotta color of the metal roofing. The motion was duly seconded by Mr. Jim McConnell. Motion carried 7-0.

C. Storage Shed, Line Item for the AOM - Consideration and Vote

Mr. Jim McConnell explained to Board the need to have a metal building constructed in the maintenance area for the storage of tools and equipment for the association.

MOTION: Mr. Jim McConnell made a motion to approve the purchase of a metal building and add a line item called maintenance shed for the owners to vote on at the annual meeting. This line item will be added to the capital reserve schedule. Cost not to exceed \$12,000. The motion was duly seconded by Mr. Erv Jurs. Motion carried 7-0.

D. Add Insurance Column - Consideration and Vote

Mr. Jim McConnell explained to the Board the suggestion by the audit company to add a third column to our financial report for the prepaid insurance.

MOTION: Mr. Jim McConnell made a motion add the third column to our financial report for the prepaid insurance. The motion was duly seconded by Mr. Erv Jurs. Motion carried 7-0.

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
Condominium Association Inc.
Matthew Edwards, CMCA
Community Association Manager

Palma Sola Harbour
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Secretary



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Board of Directors Meeting December 17th, 2015

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 10:00 am.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mrs. Marge Andrusko, Mr. Erv Jurs, Mr. Jim McConnell, Mr. Sig Von Borgen, Mr. Tom Hanrahan, with Mr. Jack Flynn and Mr. Tony Jurcik available via teleconference. The Community Association Manager, Mr. Matthew Edwards was also in attendance.

II. Approval of any prior Meeting Minutes

- A. The Board meeting minutes of November 19th, 2015 stand approved as amended.

III. Officers and Committee Reports

- A. **President's Report** – Mrs. Marge Andrusko explained to the owners that the 2nd mailing for the AOM will go out early next week and volunteers are needed. She also reminded the owners to send in their proxy early and to read carefully the instructions for the voting of directors. Mrs. Marge Andrusko reiterated to the owners that if they have any questions to please call the manager first.
- B. **Manager's Report** – The property manager informed the Board on the start of the new roof project at 9505 to 9511 Valencia cove.
- C. **Activity Committee Report** – Mrs. Donna Caldwell reported on the start of shuffleboard in January on Tuesday's and Tai Chi on Tuesday and Thursday mornings with exercise Monday, Wednesday and Friday mornings. All activities are posted on the bulletin board.

IV. Unfinished Business - None

V. New Business

A. Suspension of voting rights and usage rights - Consideration and Vote

Mr. Jim McConnell reviewed the suspension process with the board for the three units, 32, 112 and 155. He requested a motion to have the manager implement the process.

MOTION: Mr. Erv Jurs made a motion to suspend the voting and usage rights of the three units, 32, 112 and 155. The motion was duly seconded by Mrs. Marge Andrusko. Motion carried 7-0.

B. Screen-in Patio Deck, line item for the AOM – Consideration and Vote

Mr. John Gardner explained to the board the importance of specific language when preparing a resolution for the membership to vote on. He suggested the following as an amendment to the declaration for the owners to vote on at the annual meeting;

Should Section 10.06(e) of the Declaration be amended by adding the underlined words as set forth below:

10.06 Unit Owners shall be permitted to make the following alterations and additions to the Units and Common Elements with the prior written approval of the Board:

(e) Expand the original slab Adjacent to the Owner's Unit with a concrete slab or brick pavers within the Back Yard Adjacent to the Owner's Unit provided, however, such expansion shall not extend more than ten feet (10') beyond the exterior face of the wall Adjacent to the Backyard. The area as expanded may be screened in, however, the Board shall have the right to require specific types of screening and construction to accommodate to the varied construction of the condominium done in 5 separate phases.

MOTION: Mr. Erv Jurs made a motion to approve the above wording to go out to the owners for a vote at the next annual owner's meeting. The motion was duly seconded by Mr. Tom Hanrahan. Motion carried 7-0.

C. Remodel of Association Bathrooms - Consideration and Vote

The manager reviewed with the Board, an estimate given by a local contractor for the renovation of the six association bathrooms. The recommendation would be to have the committee decide exactly the type of design for the bathrooms (tiles, vanities, paint, lighting, etc.) and all specifications so a final price can be obtained which would not exceed \$50,000 for all six bathrooms.

MOTION: Mr. Jim McConnell made a motion to finalize the specifications with a budget not to exceed \$50,000 for the six association bathrooms. The motion was duly seconded by Mr. Erv Jurs. Motion carried 7-0.

D. Legal Issues for Roof Collapse – Closed meeting

V. Adjournment

There being no further business, President Mrs. Marge Andrusko moved to adjourn. The meeting adjourned.

Meeting Minutes prepared by
Palma Sola Harbour
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Matthew Edwards, CMCA
Community Association Manager

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Board of Directors Organizational and Budget Meeting January 21st, 2016

The meeting took place at the clubhouse of Palma Sola Harbour and started at approximately 1:30pm following the Annual Owner's meeting.

I. Calling of the Roll

Seven of Seven Board members were present, which established a quorum. Present were: Mr. Tony Jurcik, Mr. Erv Jurs, Mr. Jim McConnell, Mr. Sig Von Bargaen, Mr. Jack Flynn, Mr. Don Schultz and Mrs. Judy Sullivan. The Community Association Manager, Mr. Matthew Edwards was also in attendance.

II. Approval of any prior Meeting Minutes

A. The Board meeting minutes of December 17th, 2015 stand approved as amended.

III. Election of Officers

2016 Election of Officers:

MOTION: Mr. Jim McConnell made a motion to appoint Mr. Tony Jurcik as President and leave in place Mr. Erv Jurs as Vice President, Mr. Jim McConnell as Treasurer and Mr. Sig Von Bargaen as Secretary. The motion was duly seconded by Mr. Jack Flynn. Motion carried 7-0.

IV. Unfinished Business - None

V. New Business

A. 2016/17 Budget Approval - Consideration and Vote

Mr. Jim McConnell reviewed the 2016/17 budget.

MOTION: Mr. Jim McConnell made a motion to keep the monthly assessments at \$450 and if there is a shortfall due to increased insurance costs the \$50,000 operating surplus that is currently being held in a CD will be used to cover any loss in the 201/17 budget. The motion was duly seconded by Mr. Sig Von Bargaen. Motion passed 7-0.

V. Adjournment

There being no further business, President Mr. Tony Jurcik moved to adjourn. The meeting adjourned.

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