

# BILTMORE II CONDOMINIUM MONTHLY NEWSLETTER



Volume 16 Issue 9

June 2024

## BILTMORE II CONDO

600 Biltmore Way  
Coral Gables, Florida 33134

### Board of Directors 2024

**President**.....Ronald Lacayo  
**Vice President** ..... Terry McKinley  
**Treasurer** ..... Rosie Giacosa  
**Secretary**..... Aleida Martinez-Molina  
**Director** ..... Martha Hernandez  
**Director** ..... Susan Klock  
**Director** ..... Jose Moré

### OUR STAFF

**Manager** ..... Vivian Medina  
**Admin. Asst.** ..... Elisa Burnbaum  
**Front Desk Supv.** ..... Luis Palma  
**Maint. Supv.**.....Eduardo Mustelier S.

### HOW TO REACH US

**Manager** .. [manager@biltmore2.com](mailto:manager@biltmore2.com)  
**Office**..... 305-448-4765  
**Admin**..... [admin@biltmore2.com](mailto:admin@biltmore2.com)  
**Concierge/Front Door**.. 305-443-7914  
**Concierge**.. [Concierge@biltmore2.com](mailto:Concierge@biltmore2.com)  
**Maintenance**.....  
[maintenance@biltmore2.com](mailto:maintenance@biltmore2.com)  
**Editor** ..... Ginny Shwedel  
**Association Website**.....  
<https://biltmore2condo.mycommunitysite.app>

### OFFICE HOURS

**Monday-Friday**..... 9 a.m. - 5 p.m.



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June 5, 2024

Biltmore II Condominium Association, Inc.  
c/o Ms. Vivian Medina, Property Manager  
600 Biltmore Way  
Coral Gables, FL 33134

Email: [manager@biltmore2.com](mailto:manager@biltmore2.com)  
Phone: 305-448-4765  
Project #: 21-265

**Subject: Project Delay  
Biltmore II Condominium Façade Restoration  
600 Biltmore Way  
Coral Gables, FL 33134**

Dear Ms. Medina,

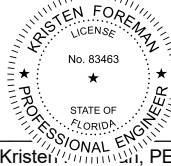
The purpose of this letter is to inform the Biltmore II residents of new information regarding the current construction delay. At the request of a resident, Paradigm Construction collected paint chip samples from the exterior building stucco painted surfaces and metal railing painted surface. The samples were tested for the presence of lead. While lead is present in the sample paint chips, the level of lead appears to be below the threshold set by the Environmental Protection Agency in Title 40 of the Code of Federal Regulations.

Demolition activities have been halted out of caution for the residents and workers. Based on review of the regulation and discussions with the Association Board, the current project delay will continue until additional testing is performed to confirm the initial findings. The length and cost implications of the delay are unknown at this time. Paradigm Construction will complete areas of work opened before the demolition stopped. No new demolition activity will begin until the additional test results are received and interpreted.

This letter is not intended to cover hidden defects or additional environmental concerns. Biller Reinhart Engineering Group, Inc. reserves the right to update the information contained in this letter if deemed necessary due to modified site conditions or the availability of new/additional information.

Sincerely,

**Biller Reinhart Engineering Group, Inc.**  
State of Florida Certificate of Authorization No. 9149



Digitally signed  
by Kristen  
Foreman  
Date: 2024.06.05  
08:18:13 -04'00'

Kristen Foreman, PE, M.S., S.E.  
Principal Structural Engineer  
Florida PE No. 83463

## MESSAGE FROM THE PRESIDENT

Dear Residents,

I am pleased to announce that we have successfully filled the three vacant positions on our Board of Directors. Our new board members bring a wealth of skills that are highly relevant to the current needs of our building. They are eager to contribute and work together, as evidenced by our recent façade restoration efforts. Upon learning of potential delays due to environmental testing, the board acted swiftly and collaboratively, utilizing each member's expertise to address the issue. We are confident there will not be a significant delay, as our preliminary tests indicate we are within acceptable limits. We are awaiting the certified results to confirm this and will continue to inform you of any further developments.

As you know, we are currently managing several ongoing projects. We remain committed to ensuring the timely completion of these projects and maintaining the highest quality. To stay informed about these projects and provide your input, we encourage all residents to attend our board and committee meetings. These meetings are the best way to stay updated and have your voice heard.

We are grateful to all who contribute their time and efforts, making a positive impact on our community. Additionally, we want to thank the entire community for its support and participation throughout this transition. Our community is rich in knowledge, experiences, and resources, all of which can positively influence our shared living environment. We invite everyone to participate and contribute to our vibrant community.

As your President, I am honored to serve our community and am confident that we will continue to move forward in a positive direction. I look forward to serving you all.

Best regards,  
Ronald A. Lacayo  
President, Biltmore II Board of Directors

## Approval Process for Planned Modifications Within Units

Biltmore II owners who wish to make architectural modifications inside their units are required to obtain prior approval from our Building Committee by submitting a Request for Architectural Modification (RAM) to demonstrate that their planned modifications meet all the Association's Requirements and Restrictions. The requirements, restrictions and the RAM procedures were recently revised, and were approved by our Board of Directors at its meeting on 3/25/2024. All of those are contained in a file named "architectural-modification-application.pdf" which can be obtained as follows:

1. Log in to the MEMBER DOCUMENTS section of our Association Website (<https://biltmore2condo.mycommunitysite.app>),
2. Select "architectural-modification-forms",
3. Select Other Documents,
4. Scroll down to the third group of documents titled "architectural-modification-forms" (below the group titled 2024).

It is important that all RAM submissions follow the Request Processing Steps (on pp. 6-7 of the above-referenced document), which are:

1. Unit Owner obtains Request for Architectural Modification (RAM) Form from BII website or Management Office and fills out the form. Owner returns filled out form, and attachments, including all signatures, except notarizations to Management Office for processing. Any document that requires notarization must be notarized prior to commencement of work.
2. Manager reviews RAM for completeness
3. When complete, Manager forwards RAM to Building Committee (BC) for review and approval (at least 48 hours before BC meeting).
4. Building Committee reviews RAM (including revisions) at next Building Committee Meeting and dispositions (i.e. "Approved", "Approved with Contingencies" or "Disapproved" with reason for disapproval). Approval process may take up to 4 weeks.
5. Building Manager returns copy of approved (BC and Manager) RAM to Owner. Management office retains copy of approved RAM, with contingencies (if applicable) and a list of Condominium required inspections.
6. Owner submits a copy of the approved City of Coral Gables Building permit and any other documentation required by the RAM, e.g. copy of Ground Penetrating Radar scan, etc. to the Management Office for review. Manager reviews City of Coral Gables Building permit and any other required documentation to ensure that it includes the scope of work described in the RAM and issues permission to start work.
7. Owner notifies Management Office when work requires inspections as listed under "Required Inspections" in RAM.
8. Management office makes arrangements for inspection services, as required, and coordinates inspection schedule with Owner.

**Note:** A copy of all RAMs (and revisions) shall be maintained current in the Management Office.

*Continued on page 3*

**Unit Modifications** (cont. from page 2)

Additional requirements must be met also if the planned modifications involve any of the following type of work: flooring changes, impact glass installation on windows and sliding doors, installation of electric vehicle charger. In those cases, additional RAM attachments are required, as specified on three additional documents (Attachments 6, 7 and 8) that can be obtained also from the “architectural-modification-forms” group of documents referenced earlier.

Carlos E. Armengol  
Interim Building Committee Chairperson



**WELCOME**

**NEW RESIDENTS:**  
Chipi, Reinaldo and Cynthia  
Cabrera, Gabriel

**RVP**  
ROSENDE | VELEZ | PAUL



**SYLVANA ROSENDE, ESQ**  
MANAGING PARTNER

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**For Information Contact:**  
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# BILTMORE II CONDOMINIUM ASSOCIATION, INC.

## TREASURER'S REPORT

April 30, 2024

	<u>Current Month</u>	<u>Last Month</u>	<u>Change</u>
<b><u>Financial Report</u></b>			
<b>Cash in banks</b>			
Operating	\$ 635,675	\$ 878,656	\$ (242,982)
Special assessment - 2021	\$ 200,226	\$ 311,792	\$ (111,567)
Special assessment - 2023	\$ 2,766,488	\$ 2,332,866	\$ 433,621
Reserves	\$ 2,343,080	\$ 2,161,877	\$ 181,202
<b>Assessments receivable</b>	<b>\$ 23,237</b>	<b>\$ 29,952</b>	<b>\$ (6,715)</b>
S/A Assessments receivable 21	\$ 7,175	\$ 8,438	\$ (1,263)
S/A Assessments receivable 23	\$ 54,768	\$ 50,462	\$ 4,306
<b>Equity</b>			
Operating Fund Balance	\$ 413,005	\$ 394,067	\$ 18,938
Replacement Fund Balance	\$ 2,360,986	\$ 2,314,145	\$ 46,841
	<b>Year to Date</b>		
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Over / (Under)</u></b>
<b><u>Budget Report - Operating</u></b>			
Total revenues	\$ 1,042,421	\$ 1,039,852	\$ 2,569
<b>Expenses</b>			
Human Resources	270,408	302,564	(32,156)
Professional Fees	23,799	32,616	(8,817)
Administrative	12,374	15,616	(3,242)
Insurance	287,931	342,580	(54,649)
Utilities	111,179	107,700	3,479
Repairs & Maintenance	50,287	55,968	(5,681)
Service Contracts	187,447	182,808	4,639
	943,425	1,039,852	(96,427)
Operating surplus (deficit)	98,996	-	98,996
	<b>Project Totals</b>		
<b><u>Special Assessments</u></b>			
	<b>2021</b>	<b>2023</b>	
Special assessment collected	2,992,825	4,522,282	
Special assessment receivable	7,175	54,768	
Unbilled special assessment	-	1,334,206	
Interest Income	270	95	
Total assessment revenue	3,000,270	5,911,351	
Special assessment expenditures	3,000,270	522,376	
Deferred special assessment revenue	\$ -	5,388,975	

Continued on page 5

**Treasurer's Report** (cont. from page 4)

**FINANCIAL STATEMENT REPORT**

The balances above reflect financial highlights for the Balance sheet, Income Statement and Special Assessments as of April 30, 2024.

**BALANCE SHEET:** The detail provided for account balances in Cash on hand, Maintenance and Assessment Receivables and Total equity as of April 30, 2024, are compared to the prior month March 31, 2024.

During the month of April, a reconciliation of the Interfund Accounts (Due to/Due from) was performed, and cash balances were transferred to the correct cash account. Variances in Cash on hand and Total Equity are primarily due to these reconciliations and normal operations.

Maintenance and Special Assessment Receivables continue to be high. We appreciate your continued attention to all receivables balances. Please check your account on the PMH website periodically. To check your account at [www.pmhepas.com](http://www.pmhepas.com). Go to: **ONLINE OFFICE** and enter your account number in the **OWNERS** section. Example of account number: **654-unit #-1**

**If you received a late notice, please address any outstanding balance immediately. It is expected that all owners will honor their dues on time, thus avoiding unnecessary collection reminders and legal actions.**

**INCOME STATEMENT:** These amounts represent CUMULATIVE totals for operating revenues and expenses for the 4 months ended April 30, 2024 compared to Budgeted amounts. When comparing actual results to budgeted amounts, we must take into consideration that the ANNUAL budget is divided equally over 12 months. This may cause variances in certain months due to the timing of expenses.

Operating Revenue are exceeding expenses by \$98,996(surplus). We continue to be underbudget in most Operating Expense categories. Utilities are over budget due to a surge in electricity expense. Services Contract is over budget due to yearly maintenance performed on the emergency generator in January and February and is expected to normalize to budget as the year progresses.

**SPECIAL ASSESSMENTS-** The projects related to Special Assessment 2021 is expected to be completed during 2024. The reconciliation of this project continues by PMH Accountants with significant progress during the month of April. The Tower Facade Restoration (Special Assessment 2023) is ongoing. As of April 30, 2024, no additional invoices have been received in April and the expenditures for this project remain at \$522,376.

**2023 Audit Status** – The 2023 Audit is almost complete. We will continue to keep you informed as the audit proceeds. We expect to have a final audit report for year ended 12/31/2023 by end of June.

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