



Board of Directors Meeting held on Friday, December 9, 2020

CALL TO ORDER: Meeting called to order at 9:00 am by President Phil Clavel.

PROOF OF NOTICE: Proof of notice was posted in accordance with the Association's Bylaws and Florida Statute 7.18.

QUORUM: A quorum was established with President Phil Clavel, John Klamt, Gary Keith, Andy Pruitt and Gary Hawthorne. Also present was Lynn Lakel of Sunstate Management Group and 4 residents.

APPROVAL OF MINUTES: **MOTION** made by Gary Keith, seconded by Gary Hawthorne to approve the September 4, 2020 meeting minutes. Motion passed unanimously.

PRESIDENT'S ADDRESS: Phil thanked owners for keeping the board informed on issues with the building. Berlin Signs sold out to Monarch Direct. We are having a hard time getting the light repaired. The exit light will be fixed by a handyman and the fire pull down will be repaired by EPS during their inspection. Phil asked everyone to check the stairwell doors that are being left unlocked when they use key to unlock it. A new owner, Enrique in Unit 202. Phil discussed that the budget is a zero base budget as Waterfront A is a non-profit organization. Phil discussed general deferred maintenance. Phil discussed the sweeps on the doors. Gary Keith is getting quote to replace them.

TREASURER'S REPORT:

Andy Pruitt discussed the budget. Sunstate did a great job providing the draft budget to work with. Phil and Andy then finalize the budget. The result is the proposed budget. Maintenance fees go up about 5%, the reserve about 14%, and the master remains the same. We do get an increase in maintenance fees from \$1710 to \$2047. Primary increase was insurance and the cost of the operation of the elevator. Most of changes occurred on reserve schedule. Gary Keith asked about the reserve study. Dave Grote spoke about Patricia Stabler. He mentioned that the report should be updated periodically. The second issue is changes on life expectancy cannot be done by the board. The life expectancy of the paint was 8 years and now is 10 years as an example. Gary Keith mentioned Tucker Group oversee the paint job and perhaps they could provide that for us. Phil said the board did not follow all of Patricia Stabler's recommendation from her presentation. Phil said that the board constantly looks at the things and reevaluates them annually. Andy Pruitt made a motion to adopt the 2021 Budget as presented. John Klamt seconded the motion and motion passed unanimously.

NEW BUSINESS:

The windows will be washed on January 8, 2021. Gary Keith will provide the caulk for recaulking windows in 304 and 404. An eblast will go out to remind residents in early January. Lynn will get quotes for a new reserve study from other companies. Gary Keith mentioned that we were to have Babe's to inspect water pump and clay valves. Has this been set up? Gary suggests we should have this done at least twice a year. Gary will talk to Larry to find someone with more knowledge on this.

OWNERS COMMENTS:

Peggy Hall mentioned that elevator down button on floor two does not light up. She also mentioned ants on window sills on outside of building, catwalk and lanai. Gary Keith said pool has ants also and painter pointed them out and said they will get behind plaster and do major damage. Lynn will call pest control to come out. John Moore in 402 asked about the



reserve report and if we can get a copy of the reserve study. Carol Davis asked Gary Keith to explain the door sweep in more detail. Phil explained that we have to make sure parts are available.

Adjournment: Gary Keith made a motion to adjourn. Andy Pruitt seconded. Meeting adjourned at 9:47 am.

Next meeting – Annual Meeting, January 27, 2021 10:00 am