

BOARD APPROVED:



THE WATERFRONT BUILDING A ASSOCIATION, INC.

MEETING OF THE BOARD OF DIRECTORS

Thursday, December 9, 2021

9:00 a.m. Eastern Standard Time

MINUTES

CALL TO ORDER: The meeting was called to order at 9:00 a.m. by President Phil Clavel.

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

BOARD MEMBERS PRESENT:

Phil Clavel, President
Gary Keith, Vice President
Gary Hawthorne, Treasurer
Bea Holt, Secretary

BOARD MEMBER(S) ABSENT:

John Klamt, Director

SUNSTATE MANAGEMENT GROUP, INC. PRESENT:

Lynn Lakel, LCAM
Lisa Taylor, LCAM

OWNERS PRESENT:

Hartley-902, McCormick-502, Lockhart-204, Herrmann-202, Davis-604, Grote-602/603, Metzger-802

QUORUM: A quorum was established.

APPROVAL OF MINUTES:

President Phil Clavel stated that the minutes from the January 27, 2021 Organizational Board Meeting and the April 23, 2021 Board Meeting were electronically sent to the Board. ***Gary Hawthorne made a motion to approve the January 27, 2021 Organization Meeting Minutes and the April 23, 2021 Board Meeting Minutes as written. Gary Keith seconded the motion which passed unanimously.***

BOARD APPROVED:

PRESIDENT'S ADDRESS:

President Phil Clavel began his address by wishing owners a happy holiday. He then explained that the copy of the Proposed FY 2022 Budget that was mailed to owners erroneously listed the Pooled Reserve contribution. The correct amount is \$50,000.

He continued by stating the building was recently washed and cleaned and is in good shape. He also stated that the roof was cleaned and appears to need to be recoated. He suggested that Kaufman Roofing inspect the roof and that the Board approve recoating it now to ensure completion in a timely manner. ***Gary Keith made a motion to have Kaufman Roofing inspect the roof and provide proposals for resealing it. Bea Holt seconded the motion which passed unanimously.***

He continued by stating the building was recently washed and cleaned and is in good shape. He also stated that the roof was cleaned and appears to need to be resealed in some areas. He suggested that Kaufman Roofing inspect the roof and that the Board approve resealing the areas that are identified by Kaufman to be worn or bubbled, thus ensuring completion in a timely manner. ***Gary Keith made a motion to have Kaufman Roofing inspect the roof and provide proposals for resealing it. Bea Holt seconded the motion which passed unanimously.***

Phil then discussed the cost of the building lights that are used to illuminate all of the Waterfront buildings. He explained that the Building A Association is responsible for three (3) lights which cost approximately \$2,100 apiece. However, Sunshine Electric has found a distributor in South Carolina that can supply the lights for a total cost of \$3,225, which is a savings of approximately \$3,000. He asked if the Board would like to obtain the lights instead of purchasing the more expensive ones. ***Gary Keith made a motion to purchase the lights from the distributor in South Carolina for a total price of \$3,225 as long as the other Associations that belong to the Waterfront Master Association agree to purchase them as well so that there is continuity in the lighting of all of the buildings. Bea Holt seconded the motion which passed unanimously.***

He then stated that the Elevator CPU was upgraded as mandated by the Florida Legislature. This upgrade sends a signal to the elevator company if there is an issue. The elevator company will contact Sunstate Management Group as well. Phil also pointed out where the help call button is located in the elevator.

Phil then provided an overview of the recent Master Association Meeting. He said that there ~~has been~~ **will be** an electric vehicle charging station installed in the overflow parking area and that there is a new gate near the Master Association garages.

Phil also discussed the 60-page Reserve Study that was completed in August 2021. He explained that the Reserve Study is a long-range planning tool that helps current and future owners plan for repair and replacement of the Association's common assets over a 30-year period. He stated the report is on the website for those who would like to review it. **He also explained that the Reserve Study is updated yearly to account for maintenance and repair of common assets.**

Phil concluded his address by welcoming Lisa Taylor as the new Community Association Manager effective January 1, 2022. Lynn Lakel is moving to a management position at Sunstate Management Group. However, she said will still be available to the Association and will be Lisa's back up if needed. **The Board thanked Lynn for her excellent service to the Association.**

BOARD APPROVED:

NEW BUSINESS:

Gary Hawthorne discussed the Proposed FY 2022 Budget. He stated that although the Association was able to lock in a lower insurance rate than anticipated, the premiums are still almost \$15,000 more than the previous years. In order to ensure appropriate reserves, the Board proposed increasing the Reserve amount by \$10,000. After a brief discussion, ***Bea Holt made a motion to approve the FY 2022 Budget as presented. Gary Hawthorne seconded the motion which passed unanimously.***

OWNERS COMMENTS:

Dave Grote, Units 602/603: Asked the Board to research increasing the water pressure to the upper floors and to consider having in-person meetings at the **Venice Library** ~~in the library.~~ President Phil Clavel stated that due to COVID-19, in-person meetings may still not be possible. He reminded those in attendance that the Annual Meeting will be held via Zoom on January 10, 2022.

Mike Hartley, Unit 901: Asked about replacing the lanai lights that are delaminating. President Phil Clavel stated that he researched the possibility of having the lights painted, however he found out that the paint ~~would delaminate as well~~ **would eventually fail.** He is now working with Sunshine Electric to fine lights that will stand up to the environment better and that there are ~~reserve~~ funds for replacing the lights.

Dave Davis, Unit 604: Stated he was having a conversation with another owner about shutting off water to the entire building if there was an emergency. Phil stated that during the Annual Membership Meeting the Board can ask for volunteers to be trained to shut off the water pump in an emergency. He also stated that volunteers who have been appointed by the Board are covered by the Association's insurance.

NEXT MEETING:

Phil Clavel announced that the next meeting will be the Annual Membership Meeting on January 26, 2022 at 10:00 a.m. via Zoom

ADJOURNMENT:

There being no further business before the board, ***Gary Keith made a motion to adjourn the meeting at 9:38 a.m. Bea Holt seconded the motion which passed unanimously.***

Respectfully Submitted,

Lisa Taylor
Community Association Manager