

Watermark Condominium  
Meeting Minutes of the Board of Directors  
October 3rd, 2023, 10:00 a.m. (E.S.T.)  
401 North Atlantic Ave.  
New Smyrna Beach, Florida 32169

Board Members in Attendance:

- Tom Wall – President (on phone)
- Paul Bryan - Vice President (on phone)
- Jim Greene – Treasurer
- Ron Laramy – Secretary (on phone)
- Harold Anness – Director at Large (on phone)

Owners in attendance: Donna Schuiteman (#105) on phone, Mark Maler (#502) on phone, Cindy and Ted Stacy (#406) on phone.

Managers in attendance: Nikki and Dustin Gunter

**Proof of Notice**

Proper notification of the meeting was posted on the bulletin board at the property

**Call to Order**

A quorum of the board was established. The meeting was called to order by Tom Wall at 10:00 a.m. E.S.T.

**Disposal of the old minutes**

Moved by Paul Bryan and seconded by Harold Anness that the minutes of the last board meeting be approved and disposed. Approved unanimously.

**Treasurer's Report**

- We were around \$24,000 under budget thru August
  - We did spend about \$10,000 additional for insurance in September
  - We try to end the year with around \$50,000 carry over and barring any unexpected expenses we should be close to that.
    - Jim estimates between \$50K and \$60K at year end.
  - Elevator expenses have been above budget but that has been covered by being under budget on other items so far.

**Manager's Report**

- We have received the new hard plastic parking passes, so owners please stop in to get yours from the managers whenever you can.
  - Each owner will get two passes.
- Dustin has all of the supplies for blocking off the North entrance to the parking lot during peak times such as holidays, spring break etc.

- The call has been made to R&J Coatings to give us a rough estimate on the next building maintenance/painting cycle.
  - Paul brought up exploring getting an additional bid/estimate or two for the building maintenance.
    - Dustin said that they are exploring options.
- Dustin cleaned off the brown water stains off of primarily the West side of the garages.
  - Tom asked about cleaning the fencing as well and Dustin is looking in to that.
- Dustin has been pulling down all of the lights along the walkways and cleaning them inside and out.
  - Paul asked about replacing the bulbs to LED and Dustin has been doing that as bulbs fail.
- Dustin will be pressure washing all of the walkways
- The elevator service people have changed out some rollers and have a little more to do, but the elevator is noticeable smoother already.

### **Old Business**

- Updates on latest Reserve requirements.
  - As has already be mentioned, we have decided that we will be doing our every five-year building maintenance/restoration/painting project late in 2024.
    - The plan is to pay for this project via a special assessment as we have traditionally done, which would be the total amount divided by the 35 unit owners.
  - The new reserves requirements officially take effect on Jan 1, 2025 (although there is some debate still on exactly when things should start, but we are inclined to target the beginning of 2025.)
    - Once that happens we need to be building up our reserves on a regular basis to have the money on hand when the bills come due.
    - Non-structural reserves don't necessarily have to be fully funded, but structural reserves DO have to be fully funded starting 1-1-25.
      - This doesn't mean that all the money needs to be available right away, but rather any projected monetary needs are there in the reserve for when the project needs to be paid for.
  - The board last year took the first step with a minimal \$10 a month reserve payment.
    - This year to start building up our reserves we believe we should increase that amount incrementally to start to build our reserves pool and get ownership in the habit and understanding that this will be necessary going forward (preparing for a "fully funded" amount that will start on 1-1-25.
      - We want to reiterate that we as an ownership association will no longer be able to vote to not fund our reserves.

- After some discussion, the board members recommend that we have a reserves payment of \$100 per month to start building up our reserve account.
  - We would create separate accounts to hold these monies separate from our other operational funds.
- Ownership can always vote to fully fund reserves as well

Motion made by Paul Bryan that the board make the recommendation to ownership that we increase our reserves payment to a total of \$1200 for the year of 2024. This can be one lump payment made in January of 2024 or split to two payments of \$600, one payment in January and one payment in July of 2024. Motion seconded by Harold Anness. Motion carried unanimously.

- Important to note that while the board will make this recommendation via these notes and again at the annual meeting, the only choice owners will have is either the board recommendation or to fully fund.
  - This will need to be an official vote for all owners and the paperwork for that vote will be mailed out after the annual meeting.
- In 2025 the Structural reserves funding will need to be fully funded. It is still up to the board and ownership to decide whether we fully fund or partially waive reserve payments to the NON-structural reserves.
- Spectrum renewal discussion
  - For the last contract we were paying \$64.43 per unit which has 300 Mbps speeds and the bronze package which includes two boxes. (total \$2,329.48 per month for the building)
  - The new contract, which could take over immediately (even though our current contract goes through August of next year) would be \$53.00 per unit which has upgraded speed to 1000 Mbps and still includes two boxes. (total \$1,908.00 for the building)
    - This represents a savings of \$411.48 per month.
    - This is a five year contract with no greater than a 5% increase per year which is the same as the current contract
    - Question came up regarding if equipment might need to be upgraded to take advantage of the higher speed internet.
      - Dustin believes the majority of the units in our building are capable of the higher speeds but some may need to be switched out at no additional cost.

Motion made by Jim Greene, seconded by Harold Anness that we accept the new contract effective November 1<sup>st</sup> for a fee of \$53.00 per unit. Motion carried unanimously.

### **New Business**

- 2024 Budget discussion
  - Due mainly to increasing insurance rates and the information we've been given that they will increase up to 40% again next year, Jim Greene has recommended in the 2024 budget that we increase our normal monthly HOA fees (not related to reserves) by \$50 to a total of \$700 a month.
    - If prepaid for the year there would be a savings of \$200 total.
- Bank account signatory updates.
  - The new board will need to update the names of board members on the bank account.
    - This will need to be an agenda item for the board meeting following the annual meeting and we will need a signed copy of those minutes to make the changes to the authorized signatories official.

### **Open discussion**

- Paul wanted to clarify how the annual meeting will proceed considering the fact that Tom Wall will not be physically present (he will call in).
  - Tom will write up a "State of the Watermark" document that Paul Bryan will read at the meeting.
  - Clarified that Jim Greene will take the annual meeting agenda item regarding the updated HOA proposal.
- Tom thanked the board for their support this past year.

### **Adjournment**

No further discussion so motion to adjourn was made. Meeting was adjourned at 10:44 a.m. EST