

# THE WATERFRONT ON VENICE ISLAND BUILDING C CONDOMINIUM ASSOCIATION, INC.

## ANNUAL MEMBERSHIP MEETING

February 16, 2021

### MEETING MINUTES

#### 1. Call Meeting to Order

Ernie Bago called the meeting to order at 2:08 PM.

#### 2. Determination of Membership Quorum and Certifying of Proxies

The meeting was virtual, with participation via choice of phone or computer. Rollcall of the membership was taken by manager Denise Duffina. A quorum was determined with 25 of the membership's participation by proxy or in attendance virtually. Manager Denise Duffina was present at the meeting representing Argus Property Management.

#### 3. Proxy Votes

During rollcall, manager Denise Duffina read aloud the vote questions on the proxy and polled present members their vote answer and then tallied.

##### A. Surplus

Manager Denise Duffina gave the tally of 22 yeses and zero nos. Don Volk explained any surplus will go to the bottom line of the operating budget account named retained earnings.

##### B. Waiver of Year-end Financial Reporting Requirement

Manager Denise Duffina gave the tally of 22 yeses and zero nos. Don Volk stated he prepared the year-end financial reporting and the 2020 tax return. To have an outside CPA firm prepare the compilation financial reporting it would cost \$3,000 and that level doesn't reveal anything different from the normal financial reporting level.

#### 4. Confirmation of Proper Meeting Notice

Manager Denise Duffina stated notice of meeting was mailed to the membership and posted as confirmed by a notarized affidavit and in accordance with association Bylaws and Florida State Statutes.

#### 5. Election of 2021 Board of Directors

Ernie Bago stated no election is necessary as there are five vacancies and five candidacies were received. The

#### 6. Announcement of 2021 Board of Directors

Ernie Bago announced the 2021 Board of Directors are: Ernie Bago, Beth Dinse, Gene McGowan, Stacey Rehert and Don Volk.

#### 7. Approval of Meeting Minutes: February 25, 2020

MOTION: A motion was made by Stacey Rehert and seconded by Beth Dinse to approve the Annual Membership meeting minutes of February 25, 2020 as presented. All were in favor and the motion passed.

#### 8. Officer Reports

Don Volk, 2020 treasurer, gave the following report:

In 2020 we collected \$289,991 from residents of which we put aside \$46,721 into our pooled reserve account and paid \$64,464 to the Master Association. We collected \$178,806 to operate building C. Due to some unexpected expenses for building maintenance and for elevator repairs and maintenance we over expended our collections by \$10,897. Most of the over expenditures were one time charges and we believe we have provided for these or similar expenses in the 2021 budget.

Our reserve account has accelerated the replacement of the AAON system by 2 years. We believe this will save a significant amount of repair expense in the near term.

Our Balance Sheet is fine as we have no accounts receivable from owners.

#### 9. President's Year In Review

Ernie Bago reported on the year in review as follows:

- He wants to recognize Building C's management team; Brian LeBlanc in maintenance who works to keep the building as well as the campus in tip top shape, and manager Denise Duffina, who attends to all the requests she receives while keeping a schedule of the service companies for the association to ensure they fulfill their obligations to the contracts as well as making sure the vendors follow the mask policy while here.
- Landscaping: The trees and mulching have taken place through the Master association.
- Master Landscaping Committee: Colette Hallgren is chairperson of the committee. She has been involved in maintaining seasonal plants in front of the elevator. Soon there will be changes to the front entrance bed where the Waterfront sign to improve the curb appeal.
- Very appreciative of Colette Hallgren's efforts of maintaining the Building C directory. New owners over the past year are Mark and Rebecca Davis in 812, David and Regina Hausmann in 815, Jim Garard in 912, Richard and Jackie Cribb in 313, Brad and Erin Brubaker in 413, Michael and Hilda Grossman in 714 and Jerry and Stacey Rehert have moved from 413 to 915.
- The two new AAON systems were installed and working great. These will help keep operating costs down at a lower level than in the past with all the repairs on the old systems. Filters are changed on a regular schedule by Brian LeBlanc.
- The kitchen stacks were recently cleaned. The plumbing vendor who took videos of the kitchen stacks has also strongly recommended that we use a maintenance product named Bio One Septic Maintenance on a monthly basis to prevent buildup in the stacks. If properly used on a monthly basis, the plumber feels that there will be a high probability of not having to use their service to professionally have the stacks cleaned. A video will again be taken in 24 months to verify that the stacks are clean. A board member will be distributing this product and administering its usage in each unit on a monthly basis. This will require pouring 2 oz of Bio One Septic maintenance on a monthly basis into your kitchen drain along with a few ounces of water to perform a quick rinse. Logistics will be worked out with advance notice to owners as to a date and time this will be taking place. The benefits of this process will ultimately result in a substantial cost savings for our building as well as assure the cleanliness and smooth operation of our kitchen stacks draining system.
- Prior to contract for an expensive cleaning, the board decided to do a CCTV digital video inspection on the Sovent stacks. Results showed cleaning was not needed at this time. It is planned another video will be done in a year. With the efforts of the Hallgrens, Beth Dinse and Stacey Rehert, all the pipe stacked on the roof were identified, labeled and mapped. Additionally, Beth Dinse and Stacey Rehert also labeled all the circuit breakers in the electrical room, which will be very helpful.
- A few rules' reminders: Please towel dry when returning from the pool before getting on the elevator. The floor gets very slippery when wet. Keep towels off of the front and rear balcony railings and remind visitors to wear a mask in the elevator.
- The building's outdated proprietary fire panel that was originally placed in service June, 2007 had a damaged board panel replaced with a refurbished notifier panel in January, 2018. The panel was also reprogrammed all for a total cost of \$1,799.74. While locating the refurbished part, the building was on fire watch for two days. In August, 2020, Dyna Fire replaced the NFS-64 with a refurbished panel. A surge suppressor was also installed at the same time. Total cost was \$3,091.13. The 2018 Reserve Study indicated a useful life expectancy of 20 years, making 2027 the replacement year with a future cost of \$19,571.60. The study did indicate that it is difficult to predict the cost for the alarm system upgrade/modernization due to future fire codes changes that may occur. Recently, a proposal was received from Electronic Protection Systems (EPS) for a complete replacement control system at a total cost of \$53,461.21. Both Buildings A and B had their systems replaced by EPS and they are very pleased with the operation and service. EPS' proposal consists of replacing strobes, pulls, speakers, etc. Building B's total cost was \$27,933.87 for just the panel. My opinion is I don't think all the bells and whistles need to be replaced. Therefore, I have asked manager Denise Duffina, to follow up with EPS on their pricing and to get additional quotes. The current notifier system with the refurbished panel is operating fine and the building is completely safe with all the components working.
- The security cameras were instrumental in the arrest and arraignment of the thieves of an electrical bicycle.
- The Comcast bulk cable tv contract expires February, 2022 and must be notified of nonrenewal by the appropriate timeframe of November, 2021. Because technology is moving so fast, to renew with Comcast for another five years in a bulk contract does not seem like a good idea.
- Flat Roof: In November, 2018, the entire flat roof of Building C was recoated by Sutter Roofing using ERSystems Polyurethane 300 elastomeric material. At completion of the project, Building C was provided a manufacturer's 10-year warranty. In June, 2020, Clean Up Group was used to clean the decorative roof tiles using a citra shield biocide spray, which stays on the tile and continues to work. When spraying, they were immediately hosing down any overspray so as not to cause unintended harm to surrounding areas. After inspection, it was determined Clean Up Group had to come back out the week of June 22, 2020 to repeat the biocide treatment. The hosing down of overspray during this trip was inadequate or even missing. Numerous surrounding plants were killed at ground level and a sticky residue was left on the perimeter of the coated flat roof areas. After inspection, Sutter Roofing and ERSystems advised Building C that although the sticky residue had been removed through cleaning, it was not certain as to what extent the integrity of the coating had been compromised. ERSystems advised a top coat of sealant would need to be applied to the entire flat roof areas to preserve the remaining eight years of

warranty on the original product. Sutter Roofing provided an estimate of \$16,542 to reapply a top coat of sealant. After much back and forth and getting the association attorney to draft a letter, Building C was reimbursed by Clean Up Group.

**10. Committee Reports**

Ernie Bago said at this time there are no formal committees for Building C but suggested two; fire alarm panel and cable tv.

**11. Unfinished Business**

There was no unfinished business to bring before the membership.

**12. New Business**

There was no new business to bring before the membership.

**13. Member Comments**

There were no comments from the membership.

**14. Adjournment**

MOTION: A motion was made by Beth Dinse and seconded by Don Volk to adjourn the meeting. All were in favor and the motion passed. The meeting adjourned at 2:56 PM.

Respectfully Submitted,

Denise Duffina, CAM  
Argus Property Management