

WATERS EDGE HOMEOWNER'S ASSOCIATION

Topic: Waters Edge - Special Meeting

Time: May 10, 2022 06:30 PM Eastern Time (US and Canada)

South Atlantic Communities is inviting you to a scheduled Zoom meeting.

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AGENDA

- 1) Call to Order
- 2) Establish Quorum
- 3) Pledge of Allegiance
- 4) Reading and approval of the April 19, 2022, meeting minutes

Unfinished Business

- A) WE – Landscaping Contract sign for Yellowstone Landscape
- B) WE - AAA Fence – fence bid approved at Niloufar common area – sent plat map and will be installed within next few weeks.
- C) WE – Fountains and Lakes – Lake Doctors and Clear Water Bids

New Business

- A) Board Expectations
- B) Property Management Expectations
- C) Financials

Adjournment

WATERS EDGE AT PORT ORANGE HOA, INC.
Special Board Meeting Minutes
May 10, 2022
South Atlantic Communities

5889 S. Williamson Blvd. #1321, Port Orange, FL 32128

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- 1) Jaclyn McKay, President -Called meeting to order at 6:31 PM
- 2) Established Quorum: Present were Jaclyn McKay, President, Dennis Young, Treasurer Rich Ware, Secretary and Jennifer Bray, Director for the board, establishing a Quorum with four (4) Board members present, Jack Pollard, Director was absent and Michael Langone had resigned as Vice President on May 6th in writing by email (Exhibit C). Chris Pollard, Cynthia Valdez, Karen Deroo and Pauline McDuffie from South Atlantic Communities were also present. Notice of the meeting was posted a minimum of forty-eight (48) hours in advance of the meeting and was posted to the community's message board with details. Additionally, a notice was posted to the community's website at www.Watersedge-HOA.com.
- 3) Skipped approval of minutes and pledge of allegiance.

Unfinished Business

- A) WE – Landscaping Contract for Yellowstone Landscape price reduced due to negotiation – Approved at last BOD meeting on 4.19.22. **Jaclyn McKay signed contract for \$175,200.00 Annual.**
- B) WE - AAA Fence – fence bid approved at Niloufar common area – Cynthia Valdez and Jaclyn McKay will meet with Rich at AAA on Wednesday, May 11th at 9:30 am. Rich with AAA did not need survey but plat map. He will apply for permit from City of Port Orange to install common area fencing.
- C) WE – Fountains and Lakes – Lake Doctors and Clear Water Bids-Discussion of both bids for Fountain Repairs and bulb wattage was discussed. Jaclyn McKay **MOTIONED to continue working with Lake Doctors and to accept the bid with The Lake Doctors for Fountain #8 @ \$10,680.00 and Fountain #19 at \$2,229.22, seconded by Dennis Young, all in favor, motion approved.** Discussion for Clear Waters Special Service Agreement for Aquatic Management for Hydrilla Sonar Application was tabled for now due to not having the money in the budget at this time.

New Business

- A) Financials – Discussion was made about when the Engagement Letter was signed and if the December Year End Financial Statements had been sent to the Auditor. There were concerns with the accuracy of the Financial Statements prepared by the account department of South Atlantic Communities. Dennis Young produced a typed list of Required Information for monthly review of financial statements. (Exhibit A) Pauline will review the list and provide answers at a meeting at the Main SAC Office with Dennis Young and Jaclyn McKay.
- B) Board Expectations
 - 1) Compliance and Violations - Cynthia reviewed Log for compliance violations. Rich Ware requested weekly follow up and offered to do site visits with Cynthia.
 - 2) RMC – Cynthia reviewed log for March at 10 applications and 45 in April. Discussion was made about approved paint colors from Sherwin – Williams being bought at other stores like Lowes.
 - 3) CINC LOG IN – Information given to each BOD to set up Homeowners CINC Access – For up-to-date information on Financials and Reports
 - 4) Concrete Creations – Pots at \$532 each painted and pick up at 400 lbs. in Daytona by Michael Langone.
- A) Property Management Expectations –
 - 1) Discussion was made to interview for other attorneys and to work with three different specialists. Chris Pollard will provide BOD with a few names.
 - 2) Requested meeting with Pauline to discuss Financials and Required Information (Exhibit A) to be set up at main SAC office with Jaclyn McKay and Dennis Young.
 - 3) Chris Pollard reviewed Roles and Responsibilities for HOA President, Vice President, Treasurer, Secretary, Member-at-Large and Code of Ethics for HOA board members. (Exhibit B)

ADJOURNMENT: Jaclyn McKay MOTIONED to adjourn at 8:14 PM, seconded by Dennis Young, all in favor, the meeting adjourned.