

**WATERSIDE III BOARD OF DIRECTORS
MINUTES OF THE MEETING
JULY 26, 2016**

1. **Call To Order-** The meeting was called to order by President C. Eck via conference call. D. Cote was asked to chair the meeting from the Waterside III Social Room.
2. **Proof of Notice-** Sue Walker stated that the meeting notices were posted.
3. **Establish a Quorum-**A quorum was present for the meeting. D. Cote was chairing the meeting from the Waterside III Social Room and C. Eck, J. VanGorder, J. Hockley and S. Walker via conference call.
4. **Minutes of the BOD Meeting on April 7, 2016-** A motion was made by C. Eck to waive the reading of the minutes and approve the minutes from the April 7, 2016 meeting. The motion was seconded by J. Hockley and the motion was carried unanimously.
5. **Presidents Report-** The report was read by President C. Eck and a copy of the report is attached.
6. **Treasure's Report-**J. VanGorder reported that the financials are running slightly under budget for the first six months of the year. The report is attached.
7. **Property Manager's Report-** C. Magill read the report and a copy is attached. A motion was made by C. Eck to authorize spending for training to operate the security system/cameras. J. VanGorder seconded the motion and the motion carried unanimously.
8. **Committee Reports**

- a. **Crisci Finance Committee-** J. VanGorder reported that the reserve study would be provided to M&B this month for the first review. The report is attached.
 - b. **Building & Facilities-** P. Martin read the report and a copy is attached.
 - c. **Landscaping-**No report was submitted.
 - d. **RAC-**No report was submitted.
 - e. **Pool-**No report was submitted. C. Magill reported that the pool bathroom work quotes were submitted for tile work. Additional funds were requested to also include toilet replacement. C. Eck made a motion to approve pool bathroom work up to an \$8K budget. D. Cote seconded the motion and the motion was carried unanimously.
 - f. **Social-** No report was submitted.
9. **WMA-** J. Hockley reported that there was nothing new to report.
10. **EBIA Update-** D. Cote presented the report from the meeting that was held on July 12, 2016 and a copy of the report is attached. The next EBIA meeting is scheduled for October 11, 2016.
- a. **Vacant Property Survey-** D. Cote reported that the EBIA agreed to retain the current attorney, J. Costello.
 - b. **Property Tax Issues** – A question was raised if the EBIA is protesting the assessment of the golf course property. More discussion is expected in subsequent EBIA meetings.
 - c. **WS IV Sales /Construction Parking** – The London Bay Holding Company contacted EBIA to propose the use of the Golf course property parking lot. The request was rejected and there has been no further communication from London

Bay.

11. **Comcast-** D. Cote reported that the second quarter report has not been received from Comcast. Nothing else to report at this time.

12. **Old Business**

- a. **Website Update** –S. Walker reported that the new website is ready to be moved from the test mode to “live”. The site will be transitioned within the week.
- b. **Window Seals and Water Intrusion-** C. Magill reported that the lanai inspections have started. Further window seal investigation will cost approximately \$2K per day and is unfunded. A decision was made to defer the decision to perform this work until the next budget development cycle.
- c. **Lobby Refresh-**C. Magill presented a proposal as received from Interiors Unlimited. The proposal(s) exceeded the directional budget of \$10K. The direction was given to go back to the decorator to see what can be done within the budget. This item will be carried to the next Board meeting for further discussion.
- d. **Domestic Water Pump and Pressure Regulators-** C. Magill reported that the domestic water pump was installed. A decision was made to approve pressure regulating valve work for the 1st through 3rd floors to complete the upgrade to the total system. The balance of this cost will be put through reserves because it is a total system upgrade to the domestic water system.
- e. **Surge Protectors for Waterside III-** C. Magill reported that the surge protectors have been installed.

13. New Business

- a. **Approve Sales and Leases-**C. Magill reported that there have been no new sales. Unit 3P2 and unit 375 have submitted lease requests. D. Cote made a motion for approval and J. Hockley seconded. The motion was carried unanimously.
- b. **Unit 375 Water Incident-** C. Magill presented the latest water incident. Work is ongoing with the insurance carrier and quotes are being procured for building work (i.e., baseboard repair, painting, etc.)

c.

14. **Comment and Discussion by Unit Owners-** A comment was made that any interior design work should be made of commercial grade components.

15. **Adjournment-** J. Hockley moved for the meeting's adjournment and D. Cote seconded the motion. The meeting was adjourned as a unanimous motion.

Respectfully Submitted,

Susan Walker
BOD Secretary
August 7, 2016

Waterside III President's Report – July 25, 2016 BOD Meeting

Although most of us have been in our summer digs for the past few months, Waterside III has seen a great deal of activity. The summer project list is well underway, water intrusion issues are being investigated by a professional engineering firm, our water pump has been replaced, updated pressure regulators have been installed and the stucco bubbling issue seems to be in the final stages of resolution.

Early this month Waterside III experienced a significant water problem caused by a bathroom issue on the 7th floor. The circumstances surrounding this event and possible remedies will be discussed today as we now have collected all the facts salient to the incident.

Jan Van Gorder's Team continues its work on the Reserve Study that should be completed in time for the 2017 Budget preparation. Additionally, Sue Walker has been moving forward in the establishment of our new website – her update will be presented today.

The Town's Stormwater Utility discussion have been on hold as July is the one month when Town Council suspends its Council meetings. We've been advised the Ordinance rewrite should surface next month via a first draft. EBIA's position is that we must be excluded from the Benefit Area.

Although I've not been in residence this summer, a number of our owners have and have indicated our home looks great thanks to the efforts of our Landscape Committee and our Property Manager. We all owe them a "well done".

Treasurer's Report

The financial report shows a small but never the less under budget performance for the first 6 months of the year. Good work everyone.

PROPERTY MANAGER'S REPORT JULY 25TH 2016

Summer Projects: attached is an updated list of items scheduled and completed so far on the summer list.

At the landscaping committee request I am having irrigation added to the two new pot in the entry

Issues this summer at III have included problems with a failed permanent magnet on the generator which resulted in it being out of service for almost two weeks, this was repaired June 2nd and the blackout testing was done, there were no issues.

The Fire Department did their inspection at III on July 14th and only found a single pull station in the garage that was out of order, thankfully this was already noted by Wayne Auto and the part has already been ordered.

Someone cleaned out fish on the mens bathroom floor without cleaning up and put the remains down the toilet clogging it and causing a foul odor. Needless to say if you know who this was let them know that this is completely unacceptable behavior. Avis Plumbing had to snake the toilet twice to relieve the smell.

BUG FREE: this was done May 9th and will be repeated in August

REPORT ON AGENDA ITEMS

POOL BATHROOM REFURBISHMENT: A new fan has been fitted in the mens room and new lights added to both bathrooms. The rusted out grills by the front door of both bathrooms have been replaced and the new LED lights for this area by the bathroom and under the generator room arrived today. They will be installed next week. The primary reason for doing this is to cut down on the amount of mud daubers nesting in them.

One quote for \$4956.23 has been received from Lowes to tile both bathrooms in a porcelain tile, samples should be here soon. Kevin Johnson is also working on a quote to do this work. The intent is to tile the floors, add tile base board and tile up 60" behind the sink, urinal and toilets.

BUILDING INSPECTION: Ron Jones, Structural Engineer started his inspections on Thursday July 21st and is back here today again. The intent is to look for any structural issues or concerns, cracks, rust, etc and to check for any safety issues with the lanai cages. While he is here he is also checking on the shutters in preparation for our wind mitigation report that will be due again in 2017 (last was in 2012). Ron also looked at the water intrusion in the fitness room and pointed out a crack in the stucco running from the edge of the lanai above. Spectrum have now repaired this and replaced two of the fasteners in the lanai cage at 321. So far this appears to be working. So far after several hard rains the area has remained dry so we are hopeful the issue is resolved. The exterior wall will be touched up with paint. Once the inspections are complete Ron will be working with Spectrum to review all issues, including the windows and at that time I will present to the board the work that is recommended to be done.

DOMESTIC WATER PUMP: Having installed the Domestic Water pump recently it was decided and approved to replace the failing Pressure Regulating Vales on the first to third floors and to add them to the 4th to 7th floors. The water pressure in the building is not at a steady 70 PSI's compared to the scary numbers we were seeing in season (110 on the H floors some days). Having discussed this with AVIS and several other sources we have been advised that the old PRV's in the ceilings on the 1st to 3rd floors should be removed to avoid issues in the future, Michael was here Monday to review this and we should have a quote very soon.

SURGE PROTECTORS: The whole house surge protectors have been installed, there is now one on each of the large panels that feed all floors.

LEASES: The following leases need to be ratified:

11/13/2016	5/17/2017	3P2	Paul and Judy Dawley
6/25/2016	9/30/2016	375	Lesley and Jeffrey Williams

SALES: No units have sold since the last meeting.

UNIT 375: There was a water loss in this unit on the morning of July 2nd 2016. The unit is leased out with approval and a guest of the renters caused the issue. A report has been given to the Board for review and I am actively working with the insurance

company on the matter. I hope to start the repairs to the commons area of the 7th floor shortly.

Respectfully submitted

Carmel Magill
CAM 7/22/16

Crisci Finance Committee

The work on the reserve study is moving from fact finding into our first phase of analysis. We will be submitting to M&B this month for our initial pass. It is expected that our work will be finished for our first board meeting in October. I want everyone to be in attendance in person, so I will wait till then to present our results.

Building & Facilities Committee Report for the 25 Jul 2016 W3 BOD Meeting

Primary Effort

o Carmel and her employees are discovering/fixing most of the problems for which this committee had early involvement and doing most of the inspections we did before she came aboard. **THANK YOU, Carmel!**

o Assistance-- research, suggestions, options -- to PropMgr & BOD.

o Recent: Existing and new PRVs, lanais

Monitoring W3/4 Pool and Cabanas/Pool Baths Water Consumption

o No unusual spikes in daily water consumption for the last 3+ months.

o Pool use generally 1000 to 1500 gpd, at the low end with minimal use, at the high end and more with heavy use and/or pool vacuuming.

o Cabanas and Pool accts share this expense equally.

o Cabana and pool baths normal water consumption: Abt 1000 gpm

o But a one day stuck open flapper in the women's john added to this months total by 2000 gal. Fortunately caught after one day with daily meter monitoring.

Paul Martin for the W3 Building and Facilities Committee

REPORT ON THE JULY 12th MEETING OF THE *EBIA* BOARD OF DIRECTORS

Significant points were:

- All 7 Board members were present either in person or by phone.
- After interviewing three law firms, the Board agreed to retain the current lawyer, Jamie Costello, even though he lives out of state.
- Property tax on vacant land. (See e-mail from Tom Taege)
- All the buildings on the vacant property have been demolished. There was asbestos found in some buildings resulting in an additional removal cost of \$4,500. Cost to dispose before asbestos issue was \$50K.
- Tom Taege reported that he had been approached by a representative of London Bay, the developer for Waterside VI, with a proposal to use the parking lot on our vacant property. They will be needing space for parking cars of the construction workers, as well as space for building equipment. They offered \$105K for a 3 year period, amounting to \$35K per year.

The offer would be in the form of in-kind payment, such as landscaping. This is to avoid a cash transaction which could affect EBIA's non-profit status. Tom rejected the proposal.

London Bay has not come back for further discussions. This is a serious issue which will need much attention. In addition to the parking issue— traffic, road deterioration, effects on existing buildings, etc. will be other matters to address.

- Stormwater issue is ongoing. We are waiting for the new ordinance.
- Document re-write is underway.
- Next meeting is set for October 11.

Dick Cote