

WATERSIDE III BOARD of DIRECTORS
MINUTES OF THE MEETING
MARCH 23, 2017

1. **Call to Order-** The meeting was called to order by President C. Eck at 10:00 a.m. in the Waterside III Social Room.

2. **Proof of Notice-** C. Eck stated that the meeting was duly posted.

3. **Establish a Quorum-** A quorum was present at the meeting as all Board members were in attendance.

4. **Minutes of the BOD Meeting: February 23, 2017-** A motion was made by C. Eck to waive the reading of the minutes for the Organizational Meeting and the BOD Meeting held on February 23, 2017 and approve them. J. Hockley seconded the motion and the motion was carried unanimously.

5. **President's Report-** The report was read by President C. Eck and a copy of the report is attached.

6. **Treasurer's Report-** J. VanGorder reported the current financials are under budget. C. Magill and her team were commended for their efforts. The report is attached.

7. **Property Managers Report-** C. Magill read the report and a copy is attached.

8. Committee Reports

a. **Crisci Finance**- Nothing to report.

b. **RAC**- No report submitted.

c. **Building & Facilities** – P. Martin read the report and a copy is attached.

d. **Landscape**- K. Smith read the committee's report and a copy is attached.

e. **Pool**- J. Russo stated there was nothing new to report.

f. **Social**- C. Hounshell read the committee's report and a copy is attached.

9. **Comcast**- D. Cote reported there is nothing new to report. The next Comcast report will be received in the middle of April, approximately 15 days after the quarter closing.

10. **WMA Update** – J. Hockley reported the sales office for the London Bay Development is planned to be open in April. London Bay is optimistic the build will start next year and the projected completion is the summer of 2019.

11. **EBIA Update**- P. Yeatman provided a report. April 11, 2017 is the next EBIA meeting in the Palms Social Room. The report is attached.

12. Old Business

- a. **Lanai Water Intrusion Process and Path Forward-** C. Eck reported that all stucco intrusion issues have been satisfied. The Board is now addressing the most severe water intrusion issues as identified in the Engineering study. J. VanGorder reported that C. Magill is developing a process with all steps included. A copy of the process is attached. J. VanGorder also reported that a draft letter has been developed to notify the affected owners of actions going forward. The draft letter was read and the modified version is attached.

J. VanGorder made a motion that approves the process action plan and the associated notification letter. D. Cote seconded the motion and it was carried unanimously.

- b. **Tension Cable Repair Status** – C. Magill reported that what was thought to be a tension cable repair issue on the upper portion of stack #1 turned out to be a re-bar issue and was being repaired.

- c. **Social Room Reservations** – J. Hockley reported that the social room uses are expanding and some guidelines were needed. A draft of guidelines for using the WSIII social room for private functions is attached. C. Eck made a motion to approve the guidelines and D. Cote seconded the motion and it was carried unanimously.

- d. **East Garage Status-** C. Magill reported that the new motor for the east garage door is ordered and should be arriving early the week of March 27.

13. New Business

- a. **Crisci Finance Committee Appointee-** J. VanGorder reported that the committee would like to add a new member to the committee, C Pestow. D. Cote made a motion to add Mr. Pestow and it was seconded by J. Hockley. The motion was carried unanimously.

- b. **Volunteer for Our Website-** S. Walker reported that the Board is actively looking for a volunteer to assume the responsibility of the WSIII website. Currently there are no volunteers and the issue remains open.

- c. **Leases for Approval-** C. Magill reported that there are no leases to approve and there are no sales for approval.

14. **Comment and Discussion by Unit Owners-** an owner asked about the procedure for entry into the community at the gatehouse. Proper identification was not requested. J. Hockley received the appropriate information and will address with WMA.

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

Respectfully Submitted,

S.M. Walker

BOD Secretary

Waterside III President's Report

March 23, 2017 BOD Meeting

Here we are closing in on the end of the 2016/2017 season. Our time here has certainly flown by and one of the warmest winters on record has certainly been well received.

This year has brought about some visible changes to our environment as we're experiencing a complete upgrade to Bay Beach Lane from Estero Blvd. all the way to our Waterside gate. Based on the plans presented it looks to be a marked improvement and is supposed to be completed next quarter. The Estero Blvd. project is still behind schedule and traffic issues, both south and north, continue to be a problem through the season. Unfortunately this issue will be with us for the next few seasons.

As for Waterside III, our building continues to age bringing both the expected issues and the occasional mystery forward. Power surges, motors, control boards and component parts are constant issues being faced by our Property Management staff. And sometimes the simplest problems with seemingly the simplest solutions become the most complex and vexing issues. The East garage door is a classic case.

After our Board meeting today the Board will perform our annual walk around to complete the summer project's list. A number of our building's projects are best handled when the fewest people are in residence.

As for significant issues facing our building we are closing the gap on our external water issues. The stucco water intrusion issues seem to have been mitigated and

the lanai generated problems will be corrected by summer's end. There are 4 units involved and the correction process will be addressed in today's meeting.

Our insurance programs and policies will be reviewed by the RAC crew next quarter who will be ably assisted by our partners at Wells Fargo. The Crisci Finance Committee will be addressing the 2018 budget later this summer/early fall and with the assistance of M&B I'm sure our fiscal house will continue to be well guided and on target.

Our Association continues to be well served by number of folks engaged in a variety of areas. Our Landscape, Buildings and Grounds, Social, Pool and Special Committees have all had a hand in our mutual success. Additionally, Pete Yeatman as our EIBA Rep, Dick Smith as our spokesman for EIBA's vacant property future, Jack Hockley as our WMA Rep and Dick Cote as our Comcast Rep all keep Waterside III engaged in those respective arenas. Lastly, this Board is not just a group of folks who gather once in a while and chat about how great things are. This is a hands on, sleeves rolled up crew who can be counted on to get the job done.

I can't say enough about our WS 123 Property Management group. Carmel, her staff and the supervision teams from 1, 2 & 3 understand and value the benefits of onsite property management. It works best for us.

On a personal note, as the pages of time turn on our building so too do they turn on our residents. Bernie and Lia Barth, Waterside III originals, have come to a point where being close to their loving and caring family is appropriate. Their life's journey is one of which novels are written. Their dedication to our Association, their friendship and laughter are permanently etched in our history and in our hearts. God's speed to you both.

Respectively submitted,
Charlie Eck

TREASURER'S REPORT

The February financials reflect on plan under budget performance. Nice work by all, Thank you.

PROPERTY MANAGER'S REPORT

March 23rd, 2017

Pool and Spa: The circulation pump for the pool and spa broke down on Sunday; the replacement pump is coming from Miami and is due here tomorrow. It should be installed on Thursday. In the meantime the 1/2 pool is available for Waterside III owners.

Paul has been fixing the pool chaises and chairs and is in the process of trying to secure the umbrellas to stop them blowing away in the wind. Please put the umbrellas down when you leave the area.

Each year 10 – 12 Chaises are sent away for new slings. The chairs are marked with the date so that we are rotating them on an annual basis.

An owner brought a tree growing in the pool cage area to my attention this week; I would like the Boards approval to have the tree removed.

The new operating system for the East garage door is due in this week and will be installed Friday or Monday according to the vendor. It has been a very trying process to get something to work with the existing set up and I know this has been extremely frustrating. Apologies all around.

The plumbing inspections at WSIII are scheduled for Thursday March 30th. A copy of the report will be left in each unit for owners to review and act upon.

The Bladder tank from the H Floor was successful removed at the end of February. This room will be painted over the summer and made ready to be a storage area.

A pool repair vendor will be here in the near future to balance and tighten the legs and replace the felt.

Upon reviewing the guest suites with Jan VanGorder earlier this week we both feel that an upgrade to the tile in the bathroom is warranted. The tub is a feature that most people do not use any more so we would like to discuss the possibility of removing both tubs and installing walk in showers. The cost to this last summer at Waterside II was \$8500 for both guest suites.

There are no leases or sales applications for ratification.

Thank you

Carmel Magill

3/21/17

BUILDING & FACILITIES REPORT

Pool, Spa & Pool Bathrooms

0 Water use continues as expected for seasonal and spring break use.

o Failure of the water circulating pump motor shut down the pool & spa heaters.

O Installation of new motor expected 23 Mar.

o Pool heat will come up about 1 degree every 2 hours.

o Carmel looking into purchasing a spare for the W1/2 and 3/4 pools.

o Pool umbrellas: not secure in tables. A recent incident where one lifted out and glanced of the head of one resident and onto the shoulder of another. Two solutions being explored.

Other

o Committee function has transitioned from BC (before Carmel) to AC from a role of inspections, recommending correction and birdogging to support with Carmel and Paul not only spotting & fixing problems early on but also preventative maintenance before problems occur.

Paul Martin for the Building & Facilities Committee
22 Mar 2017

LANDSCAPING COMMITTEE REPORT

Our landscape service Everyday Maintenance has assigned one person (Paul?) to oversee all Waterside properties that they service. We have seen marked improvement in how the shrubs have been maintained since Paul has been in charge.

Most of the shrubs around the building are being maintained with regular trimming and we have not had a need for any replacements this season.

One of the recent trimmings there was extra cutting back of the palms and the bird of paradise at the end of Quirus' large deck. On those windy days those plants were really beating on the deck railing. Also we had them remove several palm stems from the plant growing below Burnelle's window.

We make a special effort to keep the front entry looking as well as possible. We have put in several new bromeliads in those front pots recently. We have been removing old stems of the ginger plant and it has responded by sending up a number of new stems.

The corners on either side, out near the front walk, it has always been a bit of a struggle to get anything to grow there. We have dwarf bougainvillea planted in that area. The very short cold spell (2 days) we had in January, caused those plants to go dormant, dropping their leaves. So after looking dead for a few weeks, they have leaves again and are starting to bloom.

Please, always let us know if you see something that needs attention.

And always we give our thanks for Carmel, who helps us keep it all together.

Submitted on behalf of the committee,
Katie Smith

Social Committee Report March 23, 2017

Good morning everyone.

Since our last meeting we had our annual MardiGras/Tapas party in Feb and Saint Patrick's Day Party in March and a Movie night. They were all very well attended and a lot of fun.

We are having our second Movie night on March 27th, which will feature "Hello My Name is Doris" a comedy with Sally Fields. Also, another Bingo night on the 29th. The annual Easter Brunch will be on April 16th, of course. Please don't forget to check the Social Committee Bulletin board for information on all events and sign ups.

We can't believe it is nearing the end of March already and for some the end of their season here at WS3. We hope you have enjoyed the social events this season and if you have any requests for additional events or suggestions for improvements or changes to parties, please let us know.

Carolyn Hounshell – Social Chairperson
BJ Hounshell
Jean Eck
Lia Barth

Jenny Hockley
Sue Walker
Laraine Yeatman

EBIA Report

(Board of Directors Meeting 23 Mar 17)

There have been no EBIA meetings since my last report at the last W3 Board Meeting. There also hasn't been very much officially going on to mention. Although last week the vacant property was once again mowed and looks very good. I have some additional news about the vacant property I obtained at the WMA annual meeting. The W6 Sales Center should be open starting the first week in April. The installation of the sprinkler system for the new vegetation is almost complete and just awaiting the plantings which should be in place within the next two weeks.

The next EBIA meeting is scheduled for April 11th at the Palms. News Letters, Minutes etc. are posted on official bulletin board in the lobby. I encourage people to visit the EBIA website to stay current www.sterlingpropertyfl.com; the password is eb1a. I also, encourage everyone to communicate with the EBIA Property Manager, Lee Ann Rosengarten (leeann@sterlingpropertiesfl.com) if you have any questions or can't find something on the website.

Respectfully submitted,
Pete Yeatman
W3 Voting Representative

PROCESS PLAN FOR WATER INTRUSION ISSUES

PROCESS PLAN

Scenario 1

1. Remove tile (Owner Cost) - \$900
2. Determine any issues (Association) - \$75
3. Determine the pitch (Association) - \$75
4. If the pitch is correct and the surface is in good condition the owner may proceed with the work. Cost to reinstall tile or another finish is by owner under the supervision of the Board appointed vendor to ensure correct pitch is maintained and waterproofing is done - \$1450

Scenario 2

1. Remove tile (Owner Cost) - \$900
2. Determine any issues - \$75
3. Determine the pitch -\$75
4. If the concrete pitch needs to be corrected this expense will be the Associations. Once pitch has been corrected the owner may proceed with the work - \$250 - \$500
5. Cost to reinstall tile or another finish is by owner under the supervision of the Board appointed vendor to ensure correct pitch is maintained and waterproofing is done - \$1450

SOME CONSIDERATIONS:

1. This quote does not allow for any unforeseen issues with the concrete, IE cracking, exposed rebar, etc.
2. Once the concrete has been exposed regardless of the pitch outcome it will need to be waterproofed right away. Kevin is determining what type of waterproofing can be used and how long the waterproofing material can be left uncovered

LETTER TO OWNERS – WATER INTRUSION ISSUES

March 21, 2017

Mr. & Mrs. XXXX

4183 Bay Beach Lane

Fort Myers Beach, FL 33931

USPS Regular and Certified

Dear XXXX,

As you have been made aware, the past 18 months have seen our Association deal with water intrusion issues. To full understand the problems we are facing and to establish the necessary processes to correct these issues, the Board of Directors approved the following:

1. Employ an outside Engineering firm to investigate the sources of the water problems and recommend the remedial actions necessary for insuring the integrity of our building.

2. Establish a committee to follow up on the engineering report by:
 - a. First hand inspection of every unit in the building
 - b. Reporting back to the Board on their findings

One of our significant water issues comes from lanai surfaces that either do not pitch outward from the building or have areas of pooling, allowing water to migrate into the buildings structure. Unfortunately, your unit's lanai falls into this category needing correction. As a result, and according to the governing documents and statute, the following will be taking place:

1. The tile on your lanai will be removed
2. The pitch of the exposed concrete lanai surface will be inspected to determine if the initiating problem was due to the pitch or pooling of the lanai or to the tile installation on its surface.
3. If the problem was caused by the pitch or pooling of the lanai then the Association will correct the pitch/pooling problem
4. If you choose to retile your lanai or to choose another finish you will be required to adhere to the Waterside III Documents.

IMPORTANT CONSIDERATIONS:

- The entire process 1 through 4 will be under the authority and supervision of the Board appointed licensed and insured vendor and our Property Manager
- The cost for the tile removal and replacement surface material is your responsibility. The Association is in the process of obtaining bids for the tile removal from several companies since there are four lanais in our building that require remedial action. You will be advised of the best price obtained and should you choose to have the tile removal done by your own vendor you may do so.

The Association needs to move forward as soon as practical and our expectation is to complete the work by July 31st. Further, within the next week or so we will have a completed process plan for this project that we will forward this to you.

Please contact Carmel Magill, our Property Manager, in writing by fax @ 239-765-9701, by email w123pm@gmail or by mail to Office, Waterside 123, 4198 Bay Beach Lane, Fort Myers

Beach, FL 33931 indicating receipt confirmation of this letter and how you indicate you wish to move forward – either your vendor or ours.

Should you have any questions or concerns please contact us.

Sincerely

CHARLES E ECK

President

GUIDELINES FOR USING THE WATERSIDE III SOCIAL ROOM FOR PRIVATE FUNCTIONS

The Social Room is a facility for the benefit of all Waterside III owners. Owners may use the Social Room for private events, subject to the following provisions:

- The room should be booked with as much notice as possible to avoid double bookings, by entering the details on the calendar outside of the Social Room and notifying the Property Manager, Carmel Magill.
- The owner of the Unit sponsoring the private event, must be present at the event for its duration.
- The owner is responsible for the conduct of the people they invite to the event and is liable for any damage caused during the event.
- The owner must provide their own, plates, cutlery, table cloths etc. for their requirements.
- The Social Room has a maximum capacity of 50 people, this number must not be exceeded.

- Extra chairs and folding tables are available, **numbers** required should be given to Carmel **at least 48 hours prior to the event.**
- The room thermostat is kept locked. Carmel will unlock it on request, but only during normal hours Monday to Friday. At the end of the event, the thermostat should be reset to 75 degrees.
- Table protectors are available for each of the round wooden tables in the Social Room, these **MUST** be used to avoid damage to the table surfaces.
- No food, or drink, especially alcoholic drink maybe left in the kitchen refrigerator after the event.
- After the event, the room must be reconfigured as it was before. The room/kitchen, must be left clean and tidy. If there is a lot of cleaning required, it is recommended that our cleaning company be hired to carry it out the following day, Carmel Magill will make the arrangements and bill the owner. Should the room, as left, require additional cleaning, the owner will be billed accordingly.
If the event is a large one, it may be necessary to have an extra cleaning of the rest rooms the following day, should this be the case the owner will be billed.
- If an external catering company is engaged, they should be made aware of the limited kitchen facilities.
- Any event in the Social Room must finish no later than **10:30pm.**
- Attendees at the event should be respectful of other Waterside III residents in the building and minimize noise in the hallways.
- If people other than Waterside, or Waterside III residents are attending the event, it is the responsibility of the owner responsible to provide details to the Gate House and to manage the entry of the people into Waterside III. Propping open the Lobby Doors for entry purposes is not allowed.
- If access is required to the outside decking, the sliding doors should be used, the single door must not be propped open as this will caused the security alarm to be set off. At the end of the event, the sliding doors must be closed, the security bar replaced and the curtains drawn.

