

WATERSIDE III AT BAY BEACH CONDOMINIUM
ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTORS MEETING
NOVEMBER 18, 2021. 10:00 AM

1. **Call to Order:** The meeting was called to order by Pete Yeatman.
2. **Proof of Notice:** Pete Yeatman posted agendas on November 15, 2021 to the foyer bulletin board and on both elevators.
3. **Establish a Quorum:** Pete Yeatman, Bob Carran and Dick Cote attended in person, while Sue Walker was present on the phone.
4. **Read and Approve Minutes of October 26, 2021 BOD Meeting:** Dick motioned to waive the reading and accept the minutes and Sue seconded the motion. It was unanimously approved.
5. **Property Manager's Report:** Sylvie Gauthier provided the report.
 - Lanai Cage Project - Lanai screen enclosures are all complete
 - Work continues on proposals for garage door replacements
 - An electrician has been contacted to provide an estimate to separate exterior from interior lights on the light switch in the fitness room
 - Bob Anderson was contacted about the leak in the fitness room
6. **Committees Submitting Reports:**
 - a. Website
 - Pete read the committee report
 - A report copy is attached
7. **Old Business:**
 - a. Discussion on the Grounds/Landscape
 - Sue provided an update.
 - Landscape along the building: Within the last 3 weeks, the landscape architect company replaced the plants that were eaten by the rabbits. Spraying has been done, pellets were put down, and bird netting was placed over newer plants.
 - Rabbits: Waterside III is working with WMA and EBIA to remedy the rabbit issue for the entire community. As of today, WMA has started discussions with a company that traps and relocates the rabbits. The proposed approach includes a trial period and based on those results, a follow-up conversation for an on-going effort.
 - Jim Stewart has been assisting Sue with the committee work
 - Signage: Based on costs and the current working relationship with the landscape architect company, the committee is looking at alternatives to complete the rock, address plate work. Proposals

from 2 companies, including pictures, are being drafted in preparation for the next board meeting.

- Phase 2 - landscaping around the fountain: a problem was identified with the coffin of the fountain, which will require additional work. Sylvie is getting quotes on proposed alternatives to resolve the issue. Sylvie said the quotes should be provided within the next couple weeks. Once more information is known about how to address the problem and timing to complete it, the committee can then move forward with phase 2 discussions
- Plants at the front door: There are 3 potted plants at the front door for which a company was hired to water and maintain at a cost of \$133 / month. As an alternative, Sue asked for a volunteer(s) to water the plants on a bi-weekly basis.

Chuck Pestow explained he and Paul Martin would be willing to water the 3 pots, but had concerns as they are not familiar with trimming and fertilizing maintenance.

Bob mentioned the pots had irrigation attached at one time, but Sue clarified the company disconnected it saying the plants were being overwatered and the company has manually watered the 3 pots.

John Russo suggested a spike alternative to watering.

Sylvie mentioned the signed maintenance contract was for an entire year (May 2021 -> 2022).

Next steps:

Sylvie will investigate the termination clause of the contract and will advise.

b. Fitness Room Update and Discussion

- Tina recapped the latest report that had been provided to the board
 - Committee is using survey results when deciding what to add or change.
 - She thanked the board as the bookshelf is gone and TVs were purchased.
 - In the new report, Layout B was enhanced to provided a phased approach and she detailed the 3 phases. This layout was recommended by the committee.
 - Tina responded to previous questions in the new write-up and mentioned that answers were available to anyone wishing to read it.
 - There was lot of discussion around budget and reserves and how they would be applicable to turnover of fitness room equipment.
 - Pete raised some questions on placement of items.
 - A question was raised what 2 pieces of equipment would be asked for in 2022. Response: elliptical machine and dumbbells with a bench.
 - Dick proposed initiating \$6100 for 2022, to get project started.
 - A copy of the report is attached.
 - Next steps:

- Once all board members are on-site, the committee will provide a walk-thru of the fitness room with the board.
- The board will review the 2022 budget and spending to determine where and when the \$46K will occur.

8. New Business: None

9. Sales and Leases - Ratify Approved Sales and Leases: None

10. Comment and discussion by unit owners:

- Chuck Pestow had recent issues with his air conditioner. Travis mentioned that thermostat wires for all units should be replaced to resolve the problem. Question was asked whether that would be covered in budget. Response: No. At this time there is no interest as a building, in rewiring the air conditioners.
- John Russo recounted his experience of being stuck in the elevator, between floors, for 50 minutes. During that time, the elevator emergency phone did not work, nor did the 'fire department' button. His cell phone had no reception, and any calls and thumps went unheard. Eventually he manipulated the elevator phone, the fire department was called and he was released. He explained this experience highlights a health hazard to owners, and made the following suggestions:
 - Phones in the elevator should be replaced.
 - Fire symbol button should be repaired / replaced.
 - Asked if there could be a wi-fi setup for the elevator, so cellphones could work
 - Inspections should be made monthly

Next steps:

Sylvie will research what Otis is supposed to inspect when they do their review, as an elevator inspection was done in August 2021. She will also clarify the information in the elevator as to what to do if trapped.

- Sue asked status of building structural review based on the east coast building collapse. Sylvie said it should be scheduled next week.

11. Adjournment: Dick motioned to adjourn the meeting and Bob seconded. Approval was unanimous.

PROPERTY MANAGER'S REPORT for Wednesday, November 18th

LANAI SCREEN ENCLOSURES: This project has been completed

GARAGE DOOR REPLACEMENT: I am still working out the details from the proposals received.

FITNESS ROOM LEAK: I have made contact with Bob Anderson to detect leak as Paul believes its coming from the above lanai.

FITNESS ROOM LIGHT SWITCH: I have Paragon schedule to give his advice and proposal to separate the outside light from the inside light switch

Website Committee 11/18/2021

The committee plans to hold monthly workshops throughout season for residents who would like help accessing and navigating our Waterside 3 website. The four committee members are going to start an online Wordpress course at the end of Nov 2021.

For now, we are doing content and software maintenance in house. Our current project is uploading pictures from the recent Halloween party.



Fitness Committee

Chris Miller, Connie Shepherd, Doug Brown, Jeff Lievens & Tina Estep

Purpose: Evaluate how to improve the aesthetics, functionality and usage of the fitness center while meeting the needs of residents and improving the value of our investment for the future.

Date: November 15, 2021

Fitness Center Survey Points

- 70% of the unit responded, indicating high owner interest. We should keep the owners involved in the process.
- The fitness center is used by many owners on at least a weekly basis.
- Owners are in favor of increasing the budget from the \$38 per unit annually to modernize the fitness center.
- Owners main fitness goals are cardio, strength, and stretch/mobility.
- 62% of owners are in favor of disposing of the pool table while 38% are not. Those that use the pool table use it monthly.
- Owners would like to have the following equipment (in order of priority): elliptical, smart TV, exercise mat area, extra dumbbells, spin bike, universal cage, machine circuit, TRX training, and a rower.

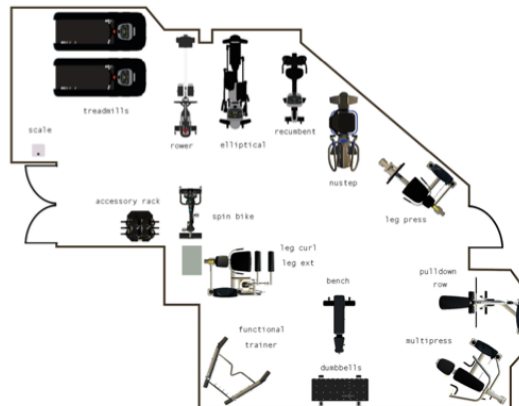
- Owners voted overwhelmingly to upgrade the lighting and add fans.

Committee's Recommendations

Part I

- Determine damage from the water intrusion and make necessary repairs to solve the problem and fix the damage.
- Discard rolling table and chairs and extra scale.
- Permission to purchase seating, cubby, and bulletin board along with storage shelves and hooks for accessories area.
- Use remaining 2021 fitness maintenance budget to fund the purchase of two 32" smart TVs at \$200 each.
- Request to use \$670 for interlocking rubber floor tiles to cover strength/stretch area (240 sq. ft) from the 2022 fitness room maintenance budget.
- Increase the 2022 budget by XXXXX to fund cost for LED lighting and fans. Sylvie requested to get estimates last BOD meeting. FPL did an energy audit of Waterside 3 on 11/3. Sylvie

should get their results.



Fitness Center Layout A

- Cardio: 2 Treadmills, Rower, Elliptical, Recumbent Bike, NuStep and Spin Bike
 - Strength: Functional Trainer, 2 Weight Benches, Dumbbells to 50 lbs. and 4 pcs. Upper/Lower Body Machine Circuit
 - Stretch/Mobility: Accessory Station
- Total Cost of \$50,000
\$31,000 Replacement Equipment
\$19,000 New Equipment

**Based on FitRev Quote .

Fitness Center Layout B

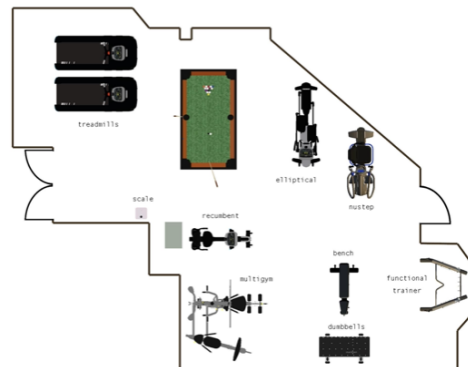
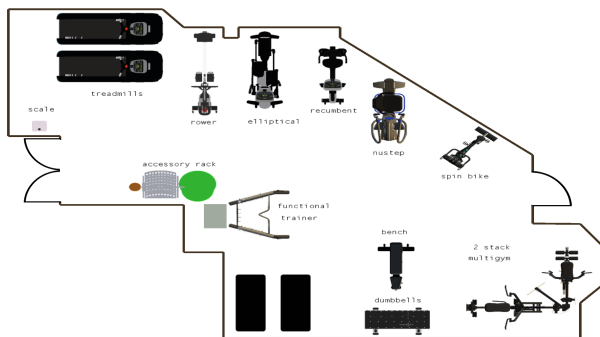
- Cardio: 2 Treadmills, Rower, Elliptical, Recumbent Bike, NuStep and Spin Bike
- Strength: Functional Trainer, 2 Weight Benches, Dumbbells to 50 lbs. and Double Stack Upper Body/Lower Body Multi-gym

- Stretch/Mobility: [Designated Exercise Mat Area](#) and Accessory Station

Total Cost of \$44,000

\$31,000 Replacement Equipment

\$13,000 New Equipment **Based on FitRev Quote



- Cardio: [1 Treadmill](#), Elliptical, Recumbent Bike, NuStep and Spin Bike
- Strength: Functional Trainer, 2 Weight Benches, Dumbbells to 50 lbs. and [Double Stack Upper Body/Lower Body Multi-gym](#)
- Stretch/Mobility: [Designated Exercise Mat Area](#) and Accessories

Total Cost of \$36,000

\$26,000 Replacement Equipment

\$10,000 New Equipment **Based on FitRev Quote

Fitness Center Layout C

Elliptical, NuStep & recumbent bike would move over by the 1 Treadmill. This area would house the spin bike & functional trainer.

Funding Over a 3 Phase Period

- Phase 1 (2021 or 1st Qtr. 2022): Layout C – New Elliptical from Reserves \$5,500
- Phase 1 (2021 or 1st Qtr. 2022): Layout C – Exercise Mat Area with Accessories, Spin Bike, Dumbbells & Additional Bench from Operating \$6,100
- Phase 2 (2022): Layout C – Replace Multi-gym from Reserves \$6,800
- Phase 2 (2022): Layout C – When 1 Treadmill repairs > current value, add in Functional Trainer from Operating \$3,800 (lose a treadmill at this phase)
- Phase 3 (2023): Layout B – Relocate or Discard Pool Table, add back in the 2nd Treadmill from Reserves \$5,200

- **Phase 3 (2023): Layout B – Add in Rower from Operating \$1,500**
- Any remaining original equipment (treadmill, recumbent bike, & NuStep valued at \$14,200) when repair cost > current value, replaced from reserves year it becomes obsolete.

Committee's Recommendations Part II

- Given the space & owner's feedback, committee still recommends layout B. It provides all the cardio equipment options. It also provides for both the stretch and mobility mat area from the survey and the strength component of a multiple person universal gym.
 - Upon board's request to phase in the equipment purchase, layout C is an interim proposal. Relocate or dispose of pool table in phase 3 allows space to add back in the second treadmill.
 - **Committee request to update reserves to \$38,000 to cover equipment in the fitness center by phase 3 or 2024. This is the value of layout B without the dumbbells, benches & accessories. \$28,000 cardio at 12 years & \$10,000 strength at 20 years. This is \$75 per unit annually.**
 - **Increase fitness maintenance budget in phase 3 from \$1200 to \$1500. Equipment inspection increases to \$1000 per year vs \$800 per year. Any remaining funds can be used to install new blinds.**
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Discussion and Next Steps