

**WATERSIDE III AT BAY BEACH CONDOMINIUM  
ASSOCIATION, INC.  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
September 21, 2022 9:30AM**

1. **Call to Order:** The meeting was called to order by Pete Yeatman.
2. **Proof of Notice:** Pete Yeatman posted the agenda on the bulletin board and on the elevators on Sunday, September 18.
3. **Establish a Quorum:** A complete board was in attendance. Pete Yeatman and Dick Cote attended in person while Bob Carran, Jeff Lievense, and Donna Kaiser were remote.
4. **Read and Approve Minutes of Board Meetings:**  
Pete Yeatman requested waiving the reading of the minutes from the April 19, 2022 BOD meeting and for a motion to approve them. The motion was made by Dick Cote, seconded by Bob Carran and unanimously approved.
5. **President's Report:** Pete provided the President's report including these topics:
  - recognition of individuals who have continued to advance projects and works throughout the summer, and;
  - encouraging individuals to attend the EBIA Candidates forum on October 13th at 10:00am..

A copy of the president's report is attached..

6. **Treasurer's Report:** Dick recapped the report, providing:
  - budget status through the first 8 months of the year;
  - the steps to be taken in the coming months, describing the budgeting process for the 2023 budget. As part of that elaboration, he requested any committees with financial needs to feed those requests to him or Sylvie.
  - the members of Crisci Finance Committee which include: Dick, Chuck Pestow, Charlie Eck, Connie Shephard, and Tom Kaiser. Dick motioned to have Bob Carran removed from the committee (previous asst treasurer) and replaced by Jeff Lievense (current asst treasurer). Pete seconded the motion and it was unanimously approved by the board.

A question was raised whether there might be an opportunity to put surplus banked funds into short term treasuries to earn added interest. Dick will research.

A copy of the treasurer's report is attached.

7. **Property Manager's Report:** Sylvie gave many updates including:
  - the mulch issue near car-wash area was resolved; pavers were put down
  - the issue related to internet interruptions, Comcast said the router was at end-of-life; the router was replaced and it appears to have resolved the problem
  - repair of 3 elevator pads

- front lobby glass doors were re-tinted
- new garage doors were installed
- concrete curbing by the trash area was repaired
- painting touch ups were done in the lobby and throughout the building
- many annual maintenance or inspections were done including:
  - fire extinguishers, dryer vents, fire and sprinkler systems, and elevator inspections
- many events are scheduled, including:
  - cleaning of common area carpets, garage pressure washing, and window cleaning
- the leak in the fitness room is still an issue
- a recap of the engineer's bill.

There were comments about the new garage doors: one does not appear to close completely; one door bangs as it hits the ground; and, the new doors seem no quieter than the old ones.

A copy of the property manager report is attached.

## 8. Standing Committees Requesting to submit reports:

### a. **Landscape** Pete read Sue Walker's summary which includes:

- the new landscaping is doing well
- the landscape committee recommends continuing the month-to-month contract with Everyday Landscape given their performance has been satisfactory
- In October, a walk-around will take place with Everyday to review the landscaping
- completion of the landscaping around the building is targeted for January, 2023.

The landscape report is attached.

### b. **Pool** Joe Romanelli gave his report which covered:

- resolution of a heat pump leak;
- CPSS provided an estimate to repair the chemical feeder; the proposal was approved by WMA property manager and the work was completed on 6/18;
- the pool was given a deep cleaning.

The pool report is attached.

### c. **Hounshell Social** Laraine Yeatman shared upcoming events.

- October 20th Octoberfest
- October 31st Halloween party - costumes are welcomed
- October 14th marks the start of the Friday night gatherings

A copy of the report is attached.

## 9. **EBIA Affairs:**

Pete read highlights of the report of the July 13th meeting including:

- an update on the landscaping for the commons and Bay Beach Lane was presented;
- an update on the amenities program was given;
- a request was made to add Chuck Pestow to the amenities committee; and,
- Options to address security issues on the commons, are being reviewed with the attorney.

Pete then recapped highlights of the EBIA September 12th meeting:

- Chuck Pestow was added to the EBIA board with a unanimous vote
- sod, irrigation and tree pruning will be done in the Yoga/Exercise area
- the fenced and gated butterfly area is available for EBIA resident access; and,
- a status update on the bidding process for ground preparation.

A copy of the EBIA report is attached.

## 10. **WMA Affairs**

Ross presented his report which touched on these topics and others:

- a new drinking fountain has been installed at the tennis courts;
- start of the landscaping contract with Pelican Landscaping; and,
- a recap of the Waterside buildings' participation in the fishing pier parking need.

## 11. **Old Business:**

None.

## 12. **New Business:**

### a. **Building Committee Chair**

Walter Estep asked to be removed as head of the committee, but would like to remain on the committee. Scott Kitkowski was asked to be the new chair and accepted. Dick Cote motioned to approve the changes, Bob Carran seconded, and the board approved unanimously.

### b. **Fishing Pier Parking**

Waterside III has been asked to provide 2 parking spaces as part of the effort to address parking needs for other EBIA residents wishing to use the fishing pier. Ten years ago a similar question was raised and the board voted no. A discussion took place. The majority of the board decided not to allocate spaces at this time. If it becomes apparent more spaces are needed to address the demand, and the Grandview property development is complete, the topic can be revisited.

### c. **Ratify Contacts approved by the BOD**

- The board agreed to allow the price of sales and leases to be increased from \$100 to \$150. This is applied to new people who choose to buy or lease a unit. The board ratified it unanimously.

- Contracts related to: roofing repairs - \$2625, FDC replacement - \$2000, post indicator valve replacement - \$1600, Wayne amplifier on the fourth floor - \$2316, Florida life safety replacement of back flow valve - \$6450, Pelican pool landscaping - \$2100. Dick made a motion to ratify these contracts, Bob seconded the motion and the board unanimously approved them.

**13. Sales and Leases - Ratify Approved Sales and Leases:**

- Ownership transfer of unit 364 from Mary Russell to Karen Whalen
- Unit 352 leased from 5/1/2022 to 1/1/2023 to Glen & Walda Sylvester
- Unit 324 leased from 1/10/2023 to 6/11/2023 to Frances & Larry Nielsen
- Unit 3P2 leased from 5/23/2022 to 5/23/2023 to Donnie & Cindy Byrd
- Unit 375 leased from 6/12/2022 to 7/12/2002 to James, Julie, Logan & Preston King
- Unit 375 lease was extended to 8/12/2022

Dick made a motion to approve them; Pete seconded. All were unanimously approved.

**14. Comment and discussion by unit owners:**

- A volunteer is needed to monitor the back door while common area rugs are being cleaned. The day was broken into shifts to be shared between Paul and Janet Markelz.
- Ross Miller shared insights into insurance for the condo units. His premium renewal increased substantially. By working with his agent, he was able to mitigate the increase. He also explained the purpose of flood insurance for a condo unit and recommended securing it.
- A comment was raised about the smell around the trash area, especially close to trash days. A suggestion was made to look at the possibility of an exhaust fan. Sylvie will follow up.
- Janet provided updates on the association website:
  - Janet and Tina Estep have been taking classes on website development
  - Keeping the modules current that make up the website software, takes continual effort. Upgrading a module may create an issue on the site. She asked that if a problem is noticed, it should be reported to her.
  - A question was raised if others besides Janet are able to update the site. Response: Donna Kaiser is somewhat able and Tina Estep is learning. Regardless, Janet manages any changes applied to the site.
- Joe shared with the group that CPSS has taken over pool management for buildings 1 & 2.

**15. Adjournment:** Pete asked for a motion to adjourn the meeting. Dick made the motion and Pete seconded. Adjournment was approved.

# President's Report

## 21 September 2022

Hopefully everyone had a great summer and will be returning home soon. Here in Florida, we're all keeping our fingers crossed we don't get hit by a hurricane; we've been lucky so far this year.

Prior to my report I'd like to acknowledge some of the people who work very hard during the summer to keep our home looking safe and good; and getting us as close to back to normal as possible. Finding contractors and workers is still a monumental problem; just ask building two who has been trying to get their lanai cage replacement completed since the onset of summer.

A thank you to all the following individuals: Sue Walker, who working from Michigan, continued to straighten out our landscaping, as well as Bridget and Russ Searby who have been watering and taking care of the potted plants. Janet Markelz for her ongoing revitalizing of the association website and our Social Committee who have been searching for replacements and new prospects for this season's Social Calendar. Fran our custodial wizard, who after a stint in the hospital, is getting us back to normal. Last but not least, our Property Manager and Senior Maintenance Tech who have doggedly worked through our summer list and other projects.

I must also acknowledge my fellow Board Members who have been here working and those who are checking in regularly and working on projects remotely through the summer. We also need to extend kudos to Waterside V for having their "Thirsty Thursdays" inviting anyone in Waterside to come to their social room for a couple of cocktail parties.

I'm going to close by asking everyone to make sure they attend the EBIA Candidates Forum at 10:00 AM on October the 13<sup>th</sup> at the Palms Pool Social Room. There are and probably forever will be elements in town hall that will continue to wrongfully try to extract money from Bay Beach residents. Through hard work and focusing on providing legal precedence, we have stayed off paying a quarter million dollars a year (or \$200 per unit) without incurring any major legal fees. On the town's horizon is a major increase to their stormwater participants. Without having common sense people on Council, that per unit fee could easily come to over \$400 per year if allowed to be placed on us. You need to make sure you know the candidates and whether you find them the best, not only for our town, but also for you.

Respectfully submitted,  
Pete

# TREASURER'S REPORT

Through the 8 months ended August 31, our financial report shows a slightly under-budget position of \$2,700. While we are in good financial shape at the moment, we still have 4 months to go, so we still need to watch our expenses carefully.

The Operating Fund balance at August 31 was \$154,323 and the Reserve Fund balance was \$227,202.

The 2023 Budget process will begin shortly, The first step in this process is to project the next four months' expenses. This will be a task for Sylvie, our accountant at M & B, and myself. Once that process is complete, we start the actual budget preparation. The Finance Committee will meet in early October depending on how quickly we can gather all the expense/cost information we need for the 2023 budget. The target meeting date for the budget to be presented to the Board is October 19, with the final budget approval meeting on November 17.

Respectfully submitted,

Dick Cote  
Treasurer

## PROPERTY MANAGER'S REPORT (9-21-2022)

At the last board meeting, the board requested the following be looked into and corrected if possible.

- The issue with mulch spilling onto the pavement around the hose station was corrected in April by installing pavers in that location.
  
- The issue with internet interruptions were corrected by having a Comcast technician investigate. He found the signal was good however he did replace the current "End of Life" modem / router to a newer model. No one has reported issues connecting since.

### SUMMER LIST:

- 3 elevator pads were repaired
- New signs were made for the carts
- The Front lobby glass doors were re-tinted
- Assured all A/C condensing units were anchored prior to hurricane season
- Lightning rods were inspected and 2 terminals needed replacing
- Lobby a/c vents and vents at the entryway were cleaned and painted
- Touch up paint in the lobby walls and the lobby back door hinges

- Other areas that were painted or in progress include: storage door frames, fire pipe outside of trash room door, fire pipe in stairwell, the unit door dividers, 4<sup>th</sup> floor stairwell, guest suites, lobby ceiling where a leak occurred
- Lobby area rug was shampooed in May and cleaned again by our janitorial service 2 days later
- Replaced door closer from the lobby into the trash room
- Affixed rack in fitness room
- Replaced front lobby doors sweepers
- Clean out pit at the bottom of the stairwell

## **ANNUAL MAINTENANCE OR INSPECTIONS COMPLETED OR UPCOMING:**

- Fire extinguishers annual inspection was done in June
- Dryer vents were cleaned in June with no issues found
- Fire & Sprinkler system inspections were completed in June. Deficiencies found included the FDC (Fire Department Connector) which was identified as corroded and needing replaced. The PIV (Post Indicator Valve) was also replaced as it was just as corroded. The domestic backflow was noted as seized. This is scheduled for today (Sept. 21<sup>st</sup>) They were not able to rebuild so replacement is needed.
- Elevator inspections were performed August 11<sup>th</sup> and a pass received
- The 2 preventative maintenance for A/C's have been completed for the year (January / July)
- Trash chutes were cleaned in September with no repairs needed
- Common areas carpet and tile floors are to be cleaned Sept. 27<sup>th</sup>
- Garage Pressure cleaning is scheduled for October 5<sup>th</sup>
- Window cleaning is scheduled for November 3<sup>rd</sup> weather permitting
- The last roof inspection suggested repairs. We were able to get the product manufacturer to supply materials free of charge for these repairs which have been completed.

## **OTHER UPDATES**

- The new Garage Doors were installed.
- The concrete curbing in the back by the trash was repairs and reconfigure to protect it from happening again. Asphalt patching was needed due to the reconfiguration. Capping a sprinkler line was required along with adding dirt and mulch to the area.
- The Vendors Do's and Do not's was revised and posted on the website.
- The website was reviewed and recommendations were made to update with latest documents and forms and non-applicable or old removed.
- Replaced the cameras DVR's hard drive as it was no longer recording.

- 3H4 paint bubble will be repaired in the next week.
- 313 Terrace paint bubbling is covered under warranty and will be repaired free of charge. They are waiting for the materials to be delivered. All the other terraces were inspected with no other issues found.
- The mysterious fitness room leak continues after the GC thought he had it repaired. The next step will be to investigate the lanai above.
- The contractor that damaged the elevator flooring with a heavy machine will replace both elevator flooring. The tile was received and date for installation is today for elevator 1 and elevator 2 date to be determined.
- Comcast tech has/will investigate the issue with channel 195

**BILL 4-D (SB-4-D): COMMENT FROM TRC ENGINEERING FIRM**

*Upon review of Senate Bill 4-D (SB-4-D) we have found that our current report will require minor revisions to reference the various phases, reporting requirements and definitions set forth. At this moment the document is open ended as it calls for a review by the Florida Building Commission who must provide recommended changes to this bill by the end of the year. Similarly the local authority having jurisdiction (Building Department) may add their own spin atop these requirements, therefore a true definitive scope is not established. We recommend that the association wait until these potential revisions are made and we can revisit at that point in time. Currently we are ahead of the curve as an initial inspection and report has been prepared that can quickly be adjusted accordingly to help meet the December 2024 deadline for Phase I reporting.*

**LEASE APPROVALS**

Donaldso	5/1/2022	1/1/2023	352	Sylvester, Glen & Walda
Brown	1/10/202	6/11/2023	324	Nielsen, Frances & Larry
Martin	5/23/202	5/23/2023	3P2	Donnie & Cindy Byrd
Nelson	6/12/202 2	7/12/2022	375	King, James, Julie, Logan & Preston
Nelson	extensio n	8/12/2022	375	King, James, Julie, Logan & Preston

**SALES or TRANSFER of OWNERSHIP**

Unit 364 Ownership was transferred from Mary Russell to Karen Whalen

# **WSIII Landscape Committee Report**

## **September 2022**

It appears that the new landscaping that was installed last season is doing well. The only issue to report from over the summer is that a turquoise pot filled with geraniums by the front entrance has gone missing and has not been relocated.

While WS I and Vesta (WMA) have chosen Pelican Landscaping for their new contractor, the Landscape Committee recommends to continue the month-by-month contract basis with Everyday for WSIII. Last year's performance was satisfactory and a working relationship has been re-established. In addition, we have approximately six month's of a warranty on all items planted last season and this had to be considered moving forward.

A walk around will be held with Everyday the week of October 10<sup>th</sup> to review the condition of the landscaping and to develop a plan for the remainder of landscaping around the building. Since there is funding left in this year's budget, the intent is to develop a plan and present to the Board for approval to complete the refurbishment of the landscape around the building. If all goes as planned, we hope to have the few areas left to complete by January.

The front entrance pots will also be reviewed and will prepare the pots with some new plantings.

The new landscaping by the pool entrance had some plants that needed replacement and this was completed last week.

Restfully submitted,

Sue Walker

## **WATERSIDE III POOL COMMITTEE REPORT**

### **September 2022**

Regarding my report for the oversight of activities and projects associated with the WS III/IV Pool, I respectfully submit the following items:

#### **Item 1: Heat Pump Leak**

On **Saturday 6/4/22** Heat Pump #2 sprung a leak and was losing water at a rate of about 3,000 gallons per hour. I contacted CPSS after attempting to shut down the

valves to the heat pump. Robert of CPSS deployed and shut down the main power switch to the pool. **On Monday, 6/6/22** CPSS removed the back of the heat pump and discovered an intake pipe that had worked its way loose; the pipe was refitted system turned on to verify that there were no additional leaks. The pool remained closed until **Wednesday, 6/8/22**, to allow time for the chlorine and other chemical levels to return to normal.

## **Item 2: Chemical Feeder Parts Replacement**

On **Friday, 6/17/22** we received a proposal from CPSS for the replacement of components to the pool chemical feeder (*Estimate: \$646.88*); according to the contractor the feeder was not operating properly. The proposal was socialized with the Board III & IV Presidents and subsequently approved.

## **Item 3: Deep Cleaning**

From **Monday, August 1st to Friday, August 5<sup>th</sup>** the WS III/IV Pool was closed for a deep cleaning by CPSS. The results were an improved general appearance and brighter, alga-free sides and pool bottom however some staining remains around the shallow end drains.

## **Hounshell Social Committee Report - September 21, 2022**

Good morning.

As summer comes to an end, we would like to let people know to watch the bulletin board for the upcoming fall events.

Our annual Ocktoberfest dinner outing will be at the Black Forest restaurant again this year on Oct 20th. Please sign up asap if you are interested.

Our annual Halloween Party will be on October 31st and we look forward to seeing all the costumes. That sign-up sheet will soon be posted too.

Friday night cocktails will start up again on October 14th as more of our owners return.

Please continue to check the Social bulletin board for any new updates.

Laraine Yeatman - Judy Stewart  
Co chairs

Patty VanGorder  
Sue Walker

# Consolidated EBIA Report

(Sep 21, 2022 BOD Meeting)

This is a consolidated report based on two complete reports that will be part of the minutes package which can be read on the Web or Bulletin Board. Here are the more relevant items that will be of most interest to our residents. Here are some of the highlights of the meetings.

## July 13 meeting

- Sue Patton provided an update on landscaping for Bay Beach Lane and the Commons. The BOD approved a contract for Pelican to trim the trees along the lane and a second to trim the trees on the Commons. EBIA will also explore the request to trim non-palms around the Palms pool on the Commons. Additionally, the Committee requested that the “Yoga Garden” (an area on the Commons where persons have been performing yoga) be cleaned up and sodded with irrigation. This was agreed to, but I don’t remember what if anything had to be funded or not. Lastly the BOD said until we can actually put in our walkway, the current pathway is to be cut very short and 10’ wide for persons to be able to walk with little influence from vermin.
- Gordon Curran then provided a less than glowing update on the Amenities program. After Moor Sports informed us that they will not perform any earth removal or replacement, we asked three companies to bid on the earth project. So far two have declined to bid and we are pressuring the third to respond. Dan TIs and a voting rep offered up two other companies that we should request to bid. The current market atmosphere makes this boutique work un-attractive. Once we secure a contractor for this phase, Moor will proceed with the rest. The President asked Gordon to please add Chuck Pestow to his Amenities committee.
- We now have a security issue with the Commons property. We are exploring security options including signage with our attorney. The President asked that Michael Intrevia (spelling in question) be put on a “Security” committee. He is moving into Grandview. No additional details were provided nor asked.
- It was noted that nothing has changed regarding Fishing Pier access since the notice put out by the President. The President of WMA was participating and added a comment that WMA is exploring what, if any, parking possibilities could be advanced within Waterside.

## September 12 meeting

- Chuck Pestow placed on the EBIA BOD by unanimous vote. Kip Van de Meir’s candidacy is being considered and further action potential for next meeting as the BOD still has a vacancy.
- Yoga/Exercise are to move forward with sod, irrigation and tree pruning for a maximum of \$13,500. Butterfly Garden is fenced and gated for all EBIA

resident access. Please close the gate when you enter and leave as the rabbits want access for the salad variety in the Garden.

Although Gordon Curren's departure, permitting etc. set our bidding process back, we expected to have multiple bids for ground preparation in hand for execution at this meeting. We received only one bid for \$1.5MM that included several inconsistencies. As a result, the Amenity Committee is meeting with several previous bidders as we have a grasp on the various pieces that have significance to us as opposed to those that have been previously discarded. We fully expect to have a completed a bid package at the October meeting.

Respectfully submitted,  
Pete Yeatman, W3 Voting Representative

## **EBIA Report**

(Sep 12, 2022)

There was a special EBIA BOD meeting today. The majority of the BOD was using Microsoft Teams to attend, but we had a full Board; and Charlie Eck, a Special VP, was also present. I was unable to attend so Charlie Eck took notes. Here are some of the highlights of the meeting.

Meeting called to order at 10:00 AM and all members present, proof of notice met and previous meeting's minutes approved.

The only voting member comment was from Harbour Point who is recommending Kip Van de Meir as a Board member replacement.

Jim Domres' report

Fence pit up by Casa Marina has been removed.

Making plans for Bay Beach Lane resurfacing in certain areas.

Candidate Forum on October 13 is important as the Bay Beach Community needs good Council Members.

New Business:

Chuck Pestow placed on the EBIA BOD by unanimous vote.

Kip Van de Meir's candidacy is being considered and further action potential for next meeting as the BOD still has a vacancy.

Old Business:

Landscape/Sue Patton:

Plans continue to move forward with new plantings.

Yoga/Exercise are to move forward with sod, irrigation and tree pruning for a maximum of \$13,500.

Butterfly Garden is fenced and gated for all EBIA resident access. Please close the gate when you enter and leave as the rabbits want access for the salad variety in the Garden.

The roundabout needs work to eliminate weeds and other issue.

Amenities/Jim Domres:

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Treasurer's Report/Dom Mediniger:

We are ahead of budget through the July financial statements. All engineering costs are being capitalized as opposed to expensed.

Meeting adjourned at 10.59 AM.

Thank you Charlie Eck.

Respectfully submitted,

Pete

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Respectfully submitted,  
Pete Yeatman, W3 Voting Representative

**9/20/2022**

### **WMA Report to WS 3 BOD**

1. Thanks for letting Manatee Bay park a couple of cars in the WS 3 lot while the Manatee Bay garage floor is being repaired.
2. The new drinking fountain has been installed at the tennis courts

4. WMA's new landscaping contract with Pelican starts October 1. Mark and Lee Ann will be doing a walk-around with Pelican next week.
4. A new cover has been purchased for the WMA golf cart as the old one deteriorated.
5. Next WMA Newsletter will be sent first week of October
6. Fishing Pier parking at various WS bldgs. Map will be handed out at the gate.

Respectfully submitted,  
Ross Miller  
WMA Representative

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