

**WATERSIDE III AT BAY BEACH CONDOMINIUM  
ASSOCIATION, INC.  
MINUTES OF THE BOD MEETING  
June 12, 2023 10:00AM**

1. **Call to Order:** The meeting was called to order by Pete Yeatman.
2. **Proof of Notice:** The meeting notification and agenda posted to in the elevators on Friday, June 9.
3. **Establish a Quorum:** The President, Pete Yeatman, was present in person. Scott Kitkowski, Jeff Lievense and Bob Carran were present remotely. Donna Kaiser was unavailable. Those present established a quorum. Scott Kitkowski had to leave the meeting at the start of New Business, but a quorum was maintained.
4. **Read and approve minutes of the April 25th BOD meeting:** A motion to waive the reading and to approve the minutes of the April 25<sup>th</sup> meeting was moved by Jeff Lievense and seconded by Bob Carran. The motion carried.
5. **President's Report:** Pete Yeatman read the President's Report. There was one comment, correcting the May 22 date of the SBA approval to May 18, 2023. A copy of the report is attached.
6. **Treasurer's Report:** Treasurer Jeff Lievense read the Treasurer's Report. There were no questions. A copy of the report is attached.
7. **Property Manager's Report:** PM Sylvie Gauthier read the Property Manager's Report, highlighting all the work that had been done to date with the hurricane Ian recovery. A comment was made by Pete Yeatman asking to get a proposal to cut the sheet metal on the garage fans to approximate more closely the size of the previous fans. A copy of the report is attached.
8. **Standing Committees Requesting to submit reports:**
  - a. **Landscape**  
Pete Yeatman read Sue Walker's Landscape report (attached).
  - b. **Pool**  
Joe Romanelli read his Pool report (attached).
9. **EBIA Affairs:** An update was provided by Pete Yeatman. The key items were: a new President, Kurt Harrell, was installed; and, the EBIA BOD vacancy was filled by Leo Herring.
10. **WMA Affairs:** John Arnold was welcomed for accepting the position of our WMA representative.

**11. Old Business:** There was none.

**12. New Business:**

- a. Resume normal operation and remove all ‘at your own risk’ restrictions. Rescind any special committee and Officers.**

A motion was made by Pete Yeatman to: resume normal operation; remove all “at your own risk” restrictions; remove special officers; and, return all committees to their normal operation and responsibility. Bob Carran seconded and the motion carried.

**These items required ratification of actions agreed to by the BOD electronically during the recovery:**

- b. Ratify the BOD decision to have John Arnold fill the vacancy on the WMA BOD**

A motion to ratify was made by Jeff Lievense, and seconded by Bob Carran. The motion carried unanimously by all present.

- c. Ratify BOD decision on Insurance Extension**

A motion to ratify the board decision to obtain a 90-day extension to our insurance was made by Bob Carran, seconded by Pete Yeatman, and approved by all parties.

- d. Ratify decision to accept to Rapid Response Teams reduced invoice**

A motion to accept the negotiated RRT reduced invoice was moved by Jeff Lievense, seconded by Bob Carran, and approved unanimously by all present.

- e. Ratify BOD decisions the following contracts: Johnson Controls Inc, Crowther, Altieri, OTIS, Complete Aluminum, Travis, Key Security, Anderson, Perry Electric, Pelican and any and all other contracts approved by the BOD through electronic solicitation of members.**

Pete Yeatman made a motion to ratify all contracts agreed to electronically during the hurricane recovery. The motion was seconded by Jeff Lievense and all parties provided their approval.

- f. Confirm Donna Kaiser as responsible for proposing Lobby Refurnishing to the BOD as agreed by the BOD.**

Bob Carran moved a motion to confirm Donna Kaiser as responsible for working to produce Lobby Refurbishment proposals. Jeff Lievense seconded and the motion was approved by all.

- g. Create a committee headed by Scott Kitkowski to report on Ian Pre and Post procedures.**

A motion was made by Pete Yeatman to create a committee, headed by Scott Kitkowski, to report on Hurricane Ian Pre- and Post- procedures. Jeff Lievense seconded the motion and it was approved unanimously by all present.

**13. Sales & Leases - Ratify Approved Sales for 384, 3P6, 3H3 & 3H4.**

Bob Carran moved to ratify the approved unit sales and Pete Yeatman seconded the motion. All parties were in favor.

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

- Jeff Lievense asked what is happening with the EBIA property and proposed amenities. Pete Yeatman said that he would inquire to get an update.
- Pete Yeatman asked Joe Romanelli to look into getting back, some pool items like a first aid kit, etc.

**15. Adjournment:**

A motion to adjourn was made by Bob Carran, seconded by Jeff Lievense, and approved unanimously.

**President's Report**  
**June 12, 2023**

The purpose of this meeting is to start the process of normalcy. I will just say that we have a remarkable collection of persons who made our recovery possible. Someday soon, I will document and comment on those who provided these exceptional efforts through our difficult times.

What allows us to have this meeting is getting our building back to a state where we no longer need to have general restrictions of use and occupancy. The biggest step in getting here is having our emergency systems up and functioning, allowing us to go off of Fire Watch and fully open the building. We still have things needing to be resolved: some garage doors replaced, functioning Tele-entry system and other smaller issues. As you see something that needs an lan rehab, please email me.

On May 18, 2023 we closed on our SBA loan for up to \$1,545,000.00 for repairs to bring Waterside III back to where it was before hurricane Ian. We will start paying on this 30 year loan in one year from date of closing with monthly payment of \$5,747.00. That will be divided 58 ways or roughly \$100 a month per unit before unit size adjustment. We need to remember this is a loan and not a gift or a grant; but for recovery from the damage we encountered and that our owners will be encumbered for 30 years. The numbers could decrease depending on disapproval of any invoices or contracts submitted to the SBA Loss Verifier that they reject.

During this recovery period we have all been a little lax with some rules. Going back to normal also, means we need to go back to following our rules. As just a couple of examples that may come to mind: storing things in the hallways, trying to place personal treasures in the common area like a swap shop, etc.

At the conclusion of this BOD meeting, units will be open for use by friends and relatives, as well as leasing. Please remember there are tight restrictions on leasing your unit in our Declaration.

13. LEASING OF UNITS: In order to foster a stable residential community and prevent a motel-like atmosphere, the leasing of units is restricted as provide in this Section13. The ability of a unit owner to lease his or her unit to others is a privilege, not a right. The privilege may be revoked by the Board of Directors if it is abused by the owner. All leases of units must be in writing, and the Association may ignore any alleged oral leases. A unit owner may lease only his or her entire unit, and then only in accordance with this Section 13, after receiving the approval of the Association. The lessee must be a natural person.

At the conclusion of this meeting we will remove all non essential signage, open the trash shoots and room, and anything else we can easily do.

Respectfully submitted,  
Pete  
President

**Treasurer's Report  
June 12, 2023**

WS3's insurance coverage has been extended until the end of August. This is required by Florida law as our building is still under repair due to Hurricane Ian. The rate for the extension period on an annualized basis is about 70% higher than for the period 5/11/2022-5/11/2023. Also, the property insurance deductible is 15% compared with 5% previously. Our broker said this was the only available option for us. I'm only guessing but our property repairs may still be ongoing past August. In that case, we will get another coverage extension.

WS3's current cash position is sound. As of June 7, we have about \$570,000 in our financial accounts, including \$500,000 invested in a Fidelity money market account that is currently earning interest at an annual rate of 4.78%. Once we are eligible to insure for a full-year, I expect the required premium payment will be high and will accordingly reduce our cash balance.

At long last, our SBA loan closed on May 18, and first loan funds of \$50,000 were released to our bank account. On May 19, we submitted to SBA invoices, receipts, and contracts for repairs totaling \$950,000. The largest single contributor is replacement of our roof at an estimated cost of \$660,000 (contracted, waiting for building permit). An additional \$400,000 will be submitted to SBA within the next few days. All costs and payments received are being recorded in a spreadsheet that will serve as a detailed record.

Respectfully submitted,

Jeff Lievense, Treasurer

**PROPERTY MANAGER'S REPORT  
6-12-23 Board Meeting**

Lobby Glass Doors have been installed. Additional stucco & concrete repairs were needed. This should be completed this week.

Tele- entry system was installed. Key Security is here this morning (Monday) to run the wires to the new doors. I anticipate that you be able to let guests in thru the system today. I will update new owners into the directory today.

The security system has been completed. 1 new camera was needed in the trash room. All others were adjusted.

Pressurized fans into the stairwells were replaced along with the garage fans.

A new railing on the terrace was replaced.

Both garage door operators and receivers were replaced. We ordered additional remotes for those that lost theirs. These are available for \$20 each.

The back garage pedestrian doors have not yet been received. Once delivered, these should be replaced within a couple of weeks.

We received the light pole heads. We expect to receive the poles the beginning of September.

Phase 1 of the elevators were completed. We anticipate doing phase 2 within the next couple of months. Good news is the travel cables were found not needing to be replaced. A cost of \$22K.

An approximate start date for the roof is end of August or beginning of September. Crowther will be checking the AC units for issues and offering replacements to owners.

Both awnings over the garage have been ordered. We expect installation in about 4-6 weeks.

Paul fabricated and installed the garage screens.

Paul replaced the transformer and landscape lights at the front of the building by Royals.

Paul will be repairing the chipped concrete in the carport pavement.

Rat traps are being installed today. (Monday). Pest control treatment is scheduled for this Thursday.

The exhaust vent that was blown off from the hurricane was replaced.

## **LANDSCAPE COMMITTEE REPORT JUNE 2023**

The landscaping around our building is almost complete. Pelican completed the landscaping and mulched around the building perimeter within the last month. A walk around with Pelican is scheduled for early July to review the completed work.

The front water fountain is still not operational. We do not have an estimated completion date. Once it is operational the landscaping around the water coffin encasement can be planned.

WMA is currently repairing curbs in the community. Once this is completed, the area in front from the sidewalk to the curb will be sodded. Estimated completion is August.

The landscape plan for the WSIII side of the pool has been completed and submitted. WMA needs to approve for the work to commence.

Respectfully Submitted,  
Sue Walker

**Board of Directors  
Pool Committee Report  
June 2023**

**POOL CLEANING AND STAIN REMOVAL**

The WS  $\frac{3}{4}$  pool was closed from 5/10/23 – 5/24/23 to engage chemicals in an attempt to remove general staining in the pool and spa and to remediate severe black stains at the deep end of the pool.

While the treatment resulted in a 40% improvement in the pool's appearance, the overall and severe staining remains unresolved.

On 5/22/23 Mark Wiseman forwarded a general email message to all Waterside BOD Presidents indicating that the pools would require resurfacing.

The dates regarding when the resurfacing will occur and the order in which the pool resurfacing will occur remain undecided and proposals for the work are pending.

**POOL REOPENING**

Monday, 5/22/23 CPSS was ordered to stop the chemical treatment of the pool and spa and prepare the water for reopening. On Thursday, 5/25/23 CPSS tested the pool water and cleared it to reopen. Messages were sent to all Building 3&4 officials, notifying them of the reopening.

**POOL RENOVATION**

The Waterside III Pool Team responded to the request for information and preferences from Mark Wiseman relating the renovation of the WS III/IV Pool. The following choices were agreed to by the team and sent to Pete for forwarding to Mark:

**Plaster Selection:** Silver Pearl

**Cap Tile Selection:** Cobalt

**Waterline Selection:** Islands Ocean Breeze 6x6

The total cost of the renovation is estimated to cost **\$77,150** with replacement of the perimeter tile. The estimated time to complete the renovation will be 3-4 weeks. The start date is TDB but hopefully in July.

Respectfully Submitted:  
Joseph D. Romanelli  
John Russo  
Scott Kitkowsk