

**BAY WATCH III
CONDO ASSOCIATION
BOARD OF DIRECTORS**

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Baywatch III Board of Directors Meeting
September 24, 2016
Minutes

CALL TO ORDER - The meeting was called to order by President of the Board -Al Ulmer at 9:00am in the HHIRA Center. A quorum was present. Attendees were as follows:

- President - Al Ulmer
- Vice President - Peter Grieff
- Secretary - Charlie Schulz
- Treasurer - Diane Stafford
- Jack Berry - HHIRA Representative
- Property Manager - Accounting - Vonnie Baker
- Property Manager - Physical - Matt Shipley
- Owner - Jerry McAllister
- Absent - Jayne Ayers

Reading of May 28, 2016 Minutes

Minutes were approved by the Board via email after the meeting.

Reports

- Financial - Vonnie Baker
 - Cash position remains strong -\$199.8k total. \$22.4k checking, \$27.1k operating MM, condo reserve - \$115.8k (includes 1Q16 budgeted reserve contribution of \$6.5k) and boat dock reserve - \$34.5k. Checking account is higher than normal since checks will be written for quarterly HHIRA fees.
 - AR -All owners are current with condo fees. One owner owes late fees.
- HHIRA - Jack Berry
 - Budget meeting is October 8, 2016. Condo fees will remain unchanged from 2016 at \$225 per quarter.
 - In 2017, will be working on reserve fund items that were on the 2018 repair list, so ahead of plan.
 - In 2017 will landscape the 2nd island and replace the bushes around the main shed
 - Two new pieces of fitness equipment will be purchased - one replacement and one additional piece.
 - They are monitoring the temperature inside the indoor pool. At one point, it seemed very hot, but it seems that was an oddity
 - Geese seemed to have diminished, not sure what the reason is. The spraying in the prior year may have helped the situation.
- Insurance - Vonnie Baker
 - Nothing to update. Insurance renewal was in July. Saved \$8k by changing agency and carrier.

OLD BUSINESS:

- Water Heater Inventory - No changes since last reviewed.
- Water Leak - Frozen Pipes - Unit 104 A - Claim completed. All monies were eventually collected due to the assistance of the mold specialist.
 - Insurance company paid \$3k to correct crawl space under A building.
 - The thought is that air flow is needed under the buildings. Matt to get quotes for different options for airflow under the buildings. Dehumidifiers probably won't work.
- Maintenance List -
 - Sink Hole - D Building repaired. A building repairs need to be redone. Additional repairs are needed. Matt to have OC Elite return correct the job. Invoice will be held until the whole job is complete.
 - 101 A Deck Ceiling - Shore Painting is supposed to return to repair their work.
 - Gutters A Building - White gutters were delivered instead of cream colored gutters. New gutters will be delivered next week.
 - D Building lids - New lids were installed. Another dumpster is still needed.
 - Dock Boards - Were repaired. More boards are now missing after the latest storm.
 - A Building - Paint is bubbling on the scallops. Board will review to determine if they need to be replaced with plastic scallops because they are in bad shape.

NEW BUSINESS:

- Deck Flooring - Discussion ensued about what could be done about deck flooring. Diane pointed out that water sits in the lip on her deck because there is no pitch and may have compromised the supports underneath. She pointed out that if she gets her deck floor done and finds that the supports need to be replaced then it would be best that the work be completed all at one.
 - The Board agreed. They decided that as part of the B building maintenance that all decks should be inspected.
 - They also discussed that if someone has carpet on their deck then the condo is not responsible for the supports.
 - Additionally, decks need to be resealed every few years.
- Replacement Tree for B Building - Diane made a motion and Peter 2nd the motion to have Bob Lemon replace the tree at B Building for \$225. Motion unanimously accepted.
- B Building Maintenance -
 - Walkthrough of B Building to determine the scope of work will occur with Al Ulmer, Peter Grieff, Jerry Quinn and Matt Shipley. Will schedule for October 22nd.
 - Will get two bids for the work this year.
- B Building Sprinkler Valve Replacement -
 - Quote obtained from Kinetix for \$1.3k. Although multiple requests were made, Bayside never submitted a quote.
 - Peter Grieff made a motion to accept the quote from Kinetix and Diane Stafford 2nd. Motion unanimously accepted.
 - Significant coordination with B Building owners is required since the water will have to be turned off.
- B Building Alarm Panel - Fire Protective Services presented BWIII with the option of replacing the alarm panel (\$1.2k) or placing a chain around the tamper wheel to prevent anyone from turning off the water supply to the Sprinkler system. The Board unanimously agreed to secure the tamper wheel with a chain. This will extend the life of the alarm panel.
- Dock Wiring

- Wiring to the dock receptacle is Dock Association's responsibility. Wiring from the receptacle to the boat lift is the owner's responsibility.
- Currently, lifts have been installed that have impacted the electrical panel and the operation of some lifts.
- Best solution seems to be to install a panel/conduit for use by D building dock owners. This will put the responsibility for boat lift electricity back on the owner.
- Currently have one quote for \$2.8k to do this work, as well as clean up any safety issues. Awaiting another quote to do this same work. Once quote is obtained, the Board will select the contractor.
- One building will be done per year beginning with D building.
- Another dock bulletin will be issued about boat lifts and the electricity. Additionally, if an owner wants to install a boat lift, it must be permitted and inspected by one of the BWIII approved electricians.
- Owner Work Day / Boardwalk Coating
 - Boardwalk needs to be power washed and sealed again in the spring
 - Discussion ensued over whether the owners should tackle this as a "work day" project due to concern over lack of owner participation.
 - Since there is potential cost savings (\$3k to \$5k) by completing the project during a "work day", the Board try this concept again.
 - Other work day projects were discussed and included: tree trimming, bush trimming, and power washing of 1st floor walkways.
 - Project list will be posted on the website for which owners can volunteer if they can't make work day.
- 2017 Budget
 - 2016 Forecast - expected to end the year flat to budget. Forecast includes the above projects discussed
 - 2017 Budget - Can hold condo fees flat again due to the savings from the insurance. Budget includes increases in many lines including insurance. It also includes \$39.9k in building maintenance which is consistent with 2016 spending.
 - 2017 Reserve Projects - Discussed projects identified in the reserve study including the A/B building roofs (still have few years' life left) and A/B mailboxes (still in good shape). Discussed that B Building carpets may need to be done, as well as gutters and storage doors. These items were included as potential reserve expenditures.
 - Boat Dock Budget - Fees will remain unchanged from PY. Any overspending due to adding the electrical conduit in 2016 or 2017 will come from the boat reserve fund.
 - Budget Mailing - Will be sent to owners by October 5, 2016. Work day letter and dock bulletin will be sent with the payment coupons.
 - Budget Adoption - Budget will be adopted at the November 5, 2016 Board meeting.
- Summer Season
 - No major issues discussed other than the rental who was advertising for more than the allowed 8 persons. The listing was noted to have been corrected.
- Shore Management - Contract is up in May of 2017. Need to review scope of work and current contract.

Next Board Meetings Scheduled at HHIRA clubhouse.

- Saturday, November 5, 2016 - 9AM (downstairs)

The meeting was adjourned at 11:00 am.