

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

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Baywatch III Board of Directors Meeting
November 18, 2017
Minutes

CALL TO ORDER - The meeting was called to order by President of the Board -Al Ulmer at 9:03am 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
- Jayne Ayers (via phone)
- Property Manager - Accounting - Vonnie Baker
- Owners - Jerry McAllister Jr (A 204)
- Property Manager - Connor Braniff - Newly hired property manager who began on Oct 1. (Absent due to conflict.)

Reading of September 23, 2017 Minutes

Charlie Schulz made a motion to approve the minutes without reading because they were emailed after the meeting. Diane Stafford seconded. All approved.

Reports

- Financial - Vonnie Baker
 - Cash position remains strong - \$5.6k checking, \$29.5k operating MM, condo reserve - \$155.5k (includes full budgeted reserve contribution of \$26k) and boat dock reserve - \$35.1k.
 - AR -4 owners still owe for 4Q17. Owners were sent a reminder around Oct 25, 2017. Attorney letter will be sent certified if not paid by Nov 27, 2017.
 - Through Nov trending \$7k ahead of budget, however there are some known fire safety repairs that will reduce this amount.
 - 2017 forecasted to finish slightly ahead of budget (\$1.8k).
 - The 2018 condo budget which included a 3% increase in condo dues was unanimously approved. Diane Stafford made the motion to approve the budget and Charles Schulz seconded. This is the same budget that was mailed to the owners 30 days in advance of this meeting.
- HHIRA - Jack Berry (provided via email post meeting)
 - The Boardwalk around the building was installed
 - The indoor pool was drained, acid washed and then refilled
 - The HVAC was replaced in October. 5 new HVAC units replaced the boiler and 5 AC units
 - Arrangements were made to trim the trees on 120th street
- Insurance - Vonnie Baker
 - Nothing to update. Insurance renewed in July, although IMG is warning that insurance will likely increase due to the recent hurricanes.

OLD BUSINESS:

- Water Heater Inventory - Inventory was redone by Connor Braniff on 11/17/17 along with the winter check. Updated inventory will be provided at the next BOD meeting.
- A Building Crawl Space - \$3k of insurance money still remaining to address the insulation under A 104. Connor to get quotes to replace the insulation
- Maintenance List
 - Sink Hole - Believe hole is being caused by an open pipe to the left of the A Building. The pipe is not sealed along the box. Noticed that the parking lot along the pipe is sinking. Considering boxing in the pipe with concrete.
 - Light Posts - Waiting for quotes from Roy Case to replace all light posts with LED tops, as well as quotes to repair the leaning posts at C Building and A Building.
- D Building Roof - Signed contract with Chesapeake Roofing. D Building Roof will be replaced by the end of the year. Additionally, discussion ensued about whether the roof/shingles would be able to satisfactorily set given the time of year, temperature and wind. There is a 10 year warranty on the labor and 50 yr on the shingles.
 - D 303 - There is no evidence of any new water damage. After the roof is replaced, the interior will need to be corrected. The plywood will be checked during the roof replacement. However, the insulation also needs to be checked.
- Dock Wiring - Dock wiring (in general) is now on the radar of OC Building inspectors. Junction boxes can't be in a flood plain. OC will be involved in permitting and determination of placement of boxes. This is considered a safety/liability issue and the work must be done. Existing wiring is a fire hazard due to corrosion. Have already had two pier fires.
 - Treds - The cost to replace the finger piers is \$15k to \$18k. Since the treading does not need to be torn up to install the wiring, piers will not be replaced. (Note for future: Given higher water levels, raising the height of the risers & piers may be needed.)
 - Two quotes were obtained to replace the dock wiring. Both quotes were consistent in price however the quote from Roy Case ("RC") was a better process. The alternative quote was for \$91k and was to use a pvc conduit under the decking. PVC does not last long in the salt air.
 - The quote from RC was \$90k for the electrical work and another \$20k to connect existing boat lifts.
 - Shore Power Pedestals will be installed on the boardwalk - 1 for each pier. There will be one conduit from each building. The goal is to meet NFPF guidelines which is that breakers are "in sight" and allow for a means of disconnect. They will allow for both 110V & 220V connections. Each pedestal will have a LED light on the top.
 - Since the pedestals will each have a LED light on the top, a portion of the pedestals will be paid for out of the condo reserve account. (This is estimated to be approximately \$12k. Peter Grieff will speak with RC to determine what portion of the pedestal should be charged to the condo association.) Note: The existing wiring between the bulkhead lighting is not enclosed and not protected.
 - The wiring will be carried to the end of each pier and be readied for connection to a lift.
 - Will include worst case scenario of \$110k in the boat dock budget with a likely reduction after the being reduced for the portion related to the condo lighting.
 - A \$30k deposit will be needed to order the pedestals and require a 6 to 8 week lead time and may be borrowed from the condo reserve fund.

NEW BUSINESS:

- **C Building** - The walk through of the C Building was completed on 11/17/17 with Shore Painting. Initial belief is that the C Building looked better than A & B buildings. Given the condition of the building, the cost is expected to be consistent with the prior year. The doors and gutters will be replaced (like on the other buildings) and new hatches will be installed to cover the crawl spaces.
 - 204 C - It was noted that the deck flooring is very soft and needs to be replaced.
 - Owner is responsible for the floor (horizontal). Condo is responsible for structural posts (vertical).
 - Owner will be given until March 1st to notify BWIII of plans to replace the decking and May 31st for a completion date. If no plans are provided, BWIII will replace the flooring at owner's expense.
- **Window & Door Replacements** - Dealing with water intrusion issues in a few of the units in D Building. D 103 - windows, 204 & 304 - sliders/slider flashing - all owner issues. Owners to be notified about replacement requirement.
 - The other buildings were inspected and do not appear to have the same issues as D Building
 - Owners are reminded that any work impacting the exterior of the building needs to match the existing exterior appearance.
 - Architectural control form to be designed and sent to the ownership.
- **2018 Budget - Dock** - \$110k in repair and maintenance expense will be added to the boat slip budget.
 - Preliminary Budget is for \$114k or \$2,150 per slip
 - Adoption meeting to be held on Jan 13, 2018 at 9am, so budget and cover letter to be mailed by Dec 13, 2018.
 - Will allow owners to pay quarterly.

Next Board Meetings Scheduled at HHIRA clubhouse.

- Saturday, January 13, 2018 -9 AM Dock Association Budget Adoption
- Saturday, April 7, 2018 - 9AM (downstairs) 2017 Results
- Saturday, May 26, 2018 - 9AM (downstairs) - Annual HOA meeting. Board to meet at 8AM.
- Saturday, September 22, 2018- 9AM - 2019 Draft Budget
- Saturday, November 17, 2018 - 9AM - 2019 Budget Adoption

The meeting was adjourned at 11:09 am.