

BAY WATCH III CONDO ASSOCIATION BOARD OF DIRECTORS

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Baywatch III Board of Directors Meeting April 7, 2018 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 (via phone)
- Jack Berry - HHIRA Representative (via phone)
- Property Manager - Connor Braniff
- Owners - Ron & Gloria Baer (104 D)

- Property Manager - Accounting - Vonnice Baker - Absent. Out of town.

Reading of January 13, 2018 Minutes

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

Reports

- Financial - Diane Stafford

2017

- Condo Association finished the year with \$5,833 of excess & ahead of budget.
- Dock Association finished the year with \$195 excess and \$1,680 ahead of budget.
- \$36.4k was spent out of the reserve fund: \$28k for D building roof and \$8.3k for the B building gutters and storage door.
- As of 12/31/17 the reserve fund owed the operating and dock funds \$30.5k because the reserve expenses were paid for using the operating funds. The dock association was owed \$2.5k for dock assessment paid to the BOC and deposited into the operating account.

2018

- Operating Cash is \$71,427, approx. \$8.5k is owed to the dock fund and \$2k is owed from the reserve fund.
- Condo Reserve is \$155,859, this includes the full budgeted reserve contribution of \$26k.
- Dock Association balance is \$68,661. The dock balance should be \$77.2. (Some of the dock assessments were paid to the BOC and deposited in the operating account).
- AR - Everyone is up to date, except for 1 unit owner who still owes \$500 for the dock association 1Q. Reminder statements have been sent for the past couple months.
- YTD Budget vs Actual through March - \$5.9k discretionary funds remaining. \$2.3k is related to the dock and \$3.6 for the condo.

- Building R&M budget is almost fully spent (\$1.3k remaining). (C building contract was \$5k higher than budgeted, \$2.4k of extra C Building work and the Roof leak repairs in D 303 for \$1.2k.)
- HHIRA - Jack Berry (provided via email post meeting)
 - The HHIRA lost a light by the tennis court during a nor'easter. A contractor was hired and the pole ordered (\$5k). The fence between the two courts also needs repair.
 - HHIRA meeting on April 14th.
 - The amenity building was completed. New floors were installed and heat pump corrected.
 - As an FYI, the two layers of plywood under the flooring were also replaced.
 - The ladies bathroom was gutted/remodeled
 - Most of the piping in the rec center has been replaced.

OLD BUSINESS:

- Dock Wiring - Contract with Roy Case has been signed. Now just waiting to get on Roy's schedule for the off season.
 - No deposit has been paid. Believed to be waiting until closer to project start date.
- Parking lot lights/Electric - Roy Case is waiting for the weather to break prior to beginning work. He will also be checking the dock receptacles prior to the season. He will also be checking the A Building sign lights. A Building dock lights are not working.
 - All the parking lot lights will be changed to an LED fixture and straighten any poles that are needed.
- C Building - C Building underway. Seems to be 50% to 60% complete. Second draw will be released. Extra work needed for the front east balcony common area walkway is complete. Charlie Schulz commented that he has still noted some soft spots and other areas that need repair/replacement. Connor indicated that the weather was likely slowing down the work.
- Shore Painting / Sprinkler Pipe Break - While working on 4/6/18, one of the Shore Painting workers stepped on a pipe in on of the C Building closets and fried the fire protection system. The water was back on by 1pm, the sprinkler system is back on, but the fire alarm is inoperable. Per code, this requires a fire watch (security company checking the building every hour).
 - Per Connor - BWIII vendors responded timely (Johnny Britt, Fire Protective Services)
 - Connor met with the owner of Shore Painting who agreed to make BWIII whole.
- D Building - Water Intrusion Issues
 - No more roof leaks. New roof installed prior to Christmas.
 - D 203 leaking to 103 - D 203 replaced their window. Connor checked the units after the 3 nor'easters. Found a small area of water in 103 after the last nor'easter. The problem was determined to be caulk that had failed on the window that was just replaced. Go Glass was called to repair/recaulk. Hoping that the problem is now corrected. Will continue to monitor.
 - D 104 was inspected after the last storm and water was noted, however not as much as in the past. D 204 has replaced their slider, but D 304 had not. D 304 replaced their sliders as of April 5, 2018. There are also some repairs to be done Shore Painting on common area siding now that the weather is improving.
 - Peter asked if Connor had heard whether the team installing the sliders in 304 had found anything. Connor indicated that he had not at that point.
 - Another point to note was that the unit owners changed out their water lines to the braided stainless steel on the dishwasher and refrigerator.
 - Connor explained that Go Glass had informed him that when installing the windows in D 203 had noted that the builder had not used J channels on siding above the

windows, so he added more flashing than normal. Will take this as a learning on what to recommend to other owners.

- Owners of D 104 confirmed that they were happy with the communication and understand that this is a process.

➤ Water Heater Inventory - By the end of summer, all of the water heaters will be up to date.

NEW BUSINESS:

➤ Trash Can - There is still a missing trash can. There should be three trash cans between C & D buildings. Connor provided a quote of approximately \$690 from Mid-Atlantic Waste. A can needs to be ordered. The can at D needs a lid replaced, as well.

➤ D Building Roof - The D building lost some shingles during the 1st Nor'easter (70 mph winds). The roof didn't have enough time/heat to cure. Chesapeake replaced the shingles the next business day. This was the extent of the damage noted during the storms and extreme cold.

➤ Pre-Summer Plans/Updates -

- Powerwashing complete
- Boards on dock have been replaced
- Water to be turned on by the 15th.

➤ Landscaping - 1st floor owners typically take care of the bushes in front of their unit. Connor will contact Sposato to get a quote to trim the trees/bushes, as far as they can. If too expensive, may need another owner work day.

- Trimmings are not to be put in the trash cans. Should not be made obvious.

➤ Balcony - 204 C - Owners were sent a notice regarding the soft spot on their balcony. Owners have been communicating with Connor while looking at options. Owner is questioning who pays for the substructure if issues are found and whether dura decks (waterproof rubberized fabric coating) are allowed.

- The only thing that BWIII does not allow is carpet. (If an owner installs carpet on the deck, then all future repairs are at their expense.)
- If damage to the substructure is found, the Association will cover the expense. Shore Painting will be called to look at the structure.

➤ Annual Meeting - Saturday, May 26, 2018 - Board meeting at 8am, owners meeting at 9am. Should be prepared to answer questions on the dock.

The meeting was adjourned at 9:47 am.