

The Island at Hidden Harbour
Board of Directors Meeting

July 14, 2018 – 9:30 AM
Meeting Minutes

Board members Al Dietrich, Mark Hannahs, Tom Murrill, Alan Siegfried and Carol Ann Bianco attended this board meeting in Mark's Ocean City office. Charlie Zellers joined via telephone for the first half of the meeting. Neither Mark Coldren or John Jensen participated. Having a quorum, President Mark Hannahs called the meeting to order at 9:30 am.

Project Status:

--Hawaii projects:-- Several topics concerning work being done on or proposed for the Hawaii building were discussed at the start of this meeting.

The first concerned the amount of rotten wood being stored under this building. It was determined while the contractor was removing the old/bad wood, he stored it under the building until he has a vehicle capable to haul it away. The board requested it to be removed soon.

Discussion then focused on the wood slated enclosure that surrounds the lower rear side of this building. The contractor suggested it all be removed and replaced with an composite type product versus the current pressure treated wood. The board discussed this recommendation but found the cost estimate too confusing to make a decision at this time. Tom was asked to have John pursue more exact material and cost details first.

Some wood repair still remains to be finished; the (sub)contractor stopped work for a period of time due to a delay in receiving payments. This occurred when John was away and several invoices stacked up in his office waiting to be processed. Various communication solutions were suggested to prevent this from happening again.

Painting on the Hawaii building continues with the expectation the main building will be finished by the end of the following week. This leaves the front foundation walls and the rear wood skirt on the Hawaii building still to be painted.

Clean Team has begun work to remove the old insulation from under this building. It is expected that work will complete by the end of the following week.

--Circle light areas--- Closing off the A & C building light circles by siding over those areas is still planned given the cost estimate to replace the custom windows to be excessive ((\$10-12k each). Temporary caulking and support work has been done to prevent further damage. The board reviewed the document provided by Mad Engineering; at this time we still do not have a repair cost estimate from Roger for this project. However a new proposal was received and reviewed by the board from another contractor. His approach is to remove the rotten wood and install new framing without replacing the truss system. The board needs to have this alternate approach verified that it will pass City permit requirements before we can make a decision on how to proceed. It was also suggested the MAD specs be shared with the second contractor.

--Pools:

Our earlier concern with the North pool re-plaster project work, that the tiles had not been replaced, was explained by Premier Pools that the tiles specified in the proposal referred to the small trim tiles along the edge of the repaired steps. Premier stated the tiles we are questioning are "water line trim tiles" and replacing them was not part of the project. The board feels those "water line" tiles still show a haze from the plaster work and were not properly cleaned at the end of the project. Further, several of those tiles are chipped and need to be replaced; we have 3 cases of spare tiles in storage so it is a labor only project, no more material is needed.

The board next discussed concerns with the level of service Premier Pools has been providing this year. The pools have overflowed 4 times; the pool water was observed to be cloudy for several days before finally being corrected; pool water was green and smelly was also observed. Charlie then shared the discussion of some other pool repair concerns that recently took place in an on-site meeting he attended with John and Ken (Premier). Al then recommended we send a “cure notice” to Premier Pools to identify our issues. He will work with John to craft this memo.

--New stainless steel door handles for the pool storage and chemical rooms have still not been installed. Roger’s team needs to get this work done.

--Cell phones have been placed at each pool now satisfying the Health Dept. requirements.

--Pool equipment—Mark shared the delivery saga for receiving the 34 cartons of new pool furniture. Then Charlie picked up the story for how the old furniture was removed and the new put in place. Essentially this entire, strenuous effort was handled by a very small group of volunteers. The board agreed to provide some monetary recognition to key individuals.

--**Power washing**—The 3 sets of concrete steps and both stair tower entrance areas on each of the 9 buildings (excluding Islamorada) have been power washed by the Moore Painting team.

--**Landscaping**—Tom shared some irrigation changes are still needed for a few areas with new planting; right now the new plantings in the peninsula area at the north pool are being manually watered until new irrigation lines can be installed. It was noted several stumps near the BBQ area are a trip hazard concern; Tom will work with John to get the cost for how to address them. In the new west side planting bed we now have some “greens” growing; this likely needs to be sprayed to control / stop it from spreading further. A significant pile of rocks in the parking lot needs to be put back in place once they are sure the grading work has been properly completed.

--Financial Report:

The May 2018 financial report shows a positive balance of \$7650 for the month and a net positive amount year to date of \$36,887. The May Reserve Fund balance has been reduced to \$623,162. The June, 2018 financial report now shows a negative monthly balance of (\$16,253) but still with a net positive year to date amount of \$11,608. The Reserve fund bounced back to \$633,782.

A new credit arrangement with Lansing Building Products has now been established thanks to Mark H’s efforts. Thus some building materials, e.g. siding, shingles, Azek boards, etc., will now be available at a reduced (approx. 27%) cost to the association with the billing coming directly to the association versus being first paid for by the contractor.

New Master Insurance policy renewal: Earlier this week Mark shared the new renewal insurance package with the board. The positives are the annual cost has been reduced by 3.13% (\$5006); the better news is the water damage deductible will be reduced from \$25k to \$10k. The new policy was unanimously approved.

Future plans / decisions:

--Deck carpeting---Alan updated us on the recent on-site meeting he attended with John, Charlie, Mark C., Roger (contractor) and Don (Sea Floors Carpet). Alan then showed the group a new carpet sample board sharing that “Legend” is the correct type of carpet for our application; everyone agreed the Dreft Blue (#111) color is the closest to what we’ve been using. Discussion then focused on getting 1 (or 2) test decks done with the new sub-floor prep method and using this new carpet as quickly as possible. The carpet contractor also needs to measure and quote the cost to install this new carpeting on the Hawaii building so we can finally move forward on it.

--Roofing / consultant services --Just prior to this meeting, John shared the technical specs from the consultant for the Bermuda roof bid. General concerns were whether the currently installed fascia boards and the gutters are okay or do they also need to be bid for replacement? Once the board accepts, or tweaks as needed, these tech specs, then the RFP document can be finalized and bids solicited. Alan shared he found the tech specs good; Al said he would check them out in the coming days. At this time, it does not appear the board's plan to make a decision on the selected roofing bid / contractor prior to the September owner meeting will be possible. We are still targeting a Fall, 2018 installation window for this project.

To-Do's for 2018:

- Some of the new boardwalk boards appear to have been installed "upside down" and / or the screws to attach them did not grab a support beam. Tom will have John look into this.
- Parking lot pole light fixture is still down near the Oahu building; who is tasked to fix it?
- With the recent opening of a restaurant at the street end of the canal, boat traffic has increased including the speed of those boats in the canal. No Wake signs were approved to be installed along our boardwalk in an effort to slow down those boaters.
- Painting---after the Hawaii building painting and the contracted plan to paint the walkway light posts is complete, the board plans for Moore Painting to paint the south pool foundation wall. Touch-up painting on the north pool foundation wall is also needed.
- A proposal from Moore Painting for the Oahu building to be painted this Fall is still needed.
- A suggestion was made to add extra door openings in the wood rear skirt area on the bay side of Maui to allow for kayak storage.
- Tennis court—Alan shared the cracks on the tennis court are widening. They need to be sealed before winter to prevent further damage to the court surface.
- Maui south stair tower—The earlier reported damage on the lower portion of the open circle design at the top of the south Maui stair tower has not been addressed yet.
- North pool tot lot—upgrade the wood decking with a composite type of material
- Add last support brace to the fence post at the south pool; the custom fabricated brace has already been paid for to Roger.

With all business addressed this meeting adjourned at noon. The next board meeting is planned for Saturday, August 11, 2018 starting at 9:30am in Mark's Ocean City office conference room. If an item needs attention prior to the August meeting, the board will address it either by email or conference call.

Respectfully submitted,
Carol Ann Bianco, Treasurer / Secretary