

**BEACH WALKER VILLAS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MARCH 7, 2014**

A Board of Directors Meeting of the Beach Walker Villas Association, Inc. was held this day in the Amelia Island Management Conference Room, 5440 First Coast Highway, Amelia Island, Florida.

BOARD MEMBERS PRESENT

Taylor Merrill, President
Brad Burnette, Vice President
Wayne Middleton, Sec/Treasurer
Jim Thompson, Director
Paul Greco, Director

OWNERS PRESENT

Sign in sheet on file.

AMELIA ISLAND MANAGEMENT

Steve Mehas, Community Association Manager
Shirlene Reeves, Financial Director
Joan Sheets, CAM Administrative Assistant

GUESTS PRESENT

Dean Friloux, A.J. Gallagher Risk Mgmt. Services
Jason Hambrecht, Construction Solutions, Inc.

CALL TO ORDER

Notice of the meeting was emailed to the Board on March 3, 2014 and posted on property, which is in accordance with the Documents of the Association. There were five Board members present in person, which represented a quorum. President Taylor Merrill called the meeting to order at 9:03 a.m.

AMELIA ISLAND MANAGEMENT REPORT

CAM Report

Steve Mehas reviewed the Community Association Manager's Report (copy attached). The following items were highlighted:

- A bid was received to motorize the trash room doors (approximately \$2,000), but instead manual tension cables and springs were installed. The doors will have new lower section seals/bumpers installed after confirming there are no issues.
- New smaller air vent channels were cut in the electrical and trash rooms west walls to reduce salt air intrusion from the eastern exposures.
- It was discovered during the electrical project that the elevators and fire alarms have to be reprogrammed after the power has been off for 24 hours; they do not reset themselves.
- The annual tree trim and thinning has been scheduled, but has been delayed due to weather.

Financial Report

Shirlene Reeves reported the following:

- There should be enough in the insurance fund by May to pay the insurance renewal.
- As of January 31, the financial income statement is \$6,000 to the good for actual expenditures compared to the budget.
- The only units in arrears are 1115 and 1134.
- Unit 1172 is current but is in foreclosure process with the bank.

Insurance Review

Dean Friloux representing A. J. Gallagher Risk Management reviewed the insurance proposal for 2014/2015 (copy attached) and the following items were discussed:

- The Rockhill quote was 9% below last year's.
- Flood zones and the Biggert-Waters Flood Reform Act
- There will be an overall flood increase of approximately 5%.
- The Crime Coverage needs to be increased to an amount equal to all funds on hand at any time.
- A .J. Gallagher no longer does personal individual unit interior insurance (HO6), but St. Johns Insurance, whom they are in alliance with, does.
- The updated Property Appraisal for Beach Walker has been received and forwarded to Dean Friloux.

- The policy coverage is based on replacement value.
- Wind mitigation forms – those available currently are still being accepted by insurance companies, however they may need updating next year.
- The final proposal will be available for the May Board Meeting.

Discussion ensued.

Steve Mehas reported the recommendations from Companion Insurance Company (the current carrier) to modify the planter area where there was a slip and fall incident in the parking lot in front of 1143 have been completed. The lighting issue is being investigated.

OLD BUSINESS

Swimming Pool – Filter System Update

Steve Mehas stated the Wet Engineering consultant and Paul Greco had productive conversations regarding why specific equipment was recommended. Paul Greco stated the Board needs to consider upgrading the pool filtration system from the standpoint of keeping the pool open. The proposed equipment would fit into the existing building, but high rate filters would have to be installed. Discussion ensued. Wet Engineering will do a study and design for approximately \$10,000, but have not been engaged to do so at this time. The longer this is delayed, the more motor expense will be incurred. It was the consensus of the Board to put this item on hold. Steve Mehas will check the estimated cost of an additional motor to have on hand in case of a pump failure. The Board recommended that a stand-by motor be purchased if under \$1000.

Electrical Infrastructure Status Report

Jason Hambrecht reported the project is complete and went well. The final invoice for \$17,000 has not been paid yet. Steve Mehas is holding this until John Searcy, electrical consultant, reviews the completed work and signs off on the invoice. The total project should come in under budget.

Balcony Update Status Report

Jason Hambrecht stated the repair part of the project has been completed and went well. There are still punch list items and clean up to do.

Some owners inquired about window washing by the Association. After a discussion the Board recommends each owner engage a local contractor at their own expense. Wind-O-Washers has been used by some owners in the past.

A & B Paver Proposal Update - CSI

This was deferred at the last meeting, but the existing damaged pavers were to be repaired instead. This has not yet been completed; Steve Mehas will follow up.

Proposal for Radio Fire Alarm

Steve Mehas reported that Steve Kowkobany evaluated the current alarm monitoring system and it is compatible with the radio transmission monitoring system. Discussion ensued.

Steve Mehas reported the following:

- The contract can go year by year instead of a five-year contract.
- There is no automatic escalation; it is negotiated yearly.
- The initial install would cost \$628 and the monitoring would cost \$3,261.36 annually.
- The transmitter would be wired into the existing alarm box.
- There are three receivers already located in the area.

Wayne Middleton moved to sign the contract with Dynafire for one year and re-evaluate it prior to the end of the contract. Jim Thompson seconded, and the motion carried unanimously.

NEW BUSINESS

Window and Door Survey - CSI

Jason Hambrecht distributed a color coded chart of the windows and doors in Buildings C and D, which

indicated there are still some original or leaking windows (red) in place (copy attached). These red windows could cause potential damage. A lengthy discussion ensued.

Paul Greco stated the window and door issues and the A/C corrals issues need to be resolved prior to the buildings being renovated. He volunteered to draft a letter from the Board stating what the Association is planning to do to protect the integrity of the buildings. It was felt by the Board that the leaking windows and the A/C corrals are areas of great concern before doing further renovations to the buildings and request feedback from the owners who have windows that have been identified as leaking on what they plan to do to resolve their issues. A copy of the color coded chart should be included. Steve Mehas suggested they should contact an attorney to determine what can and cannot be said in this letter. Discussion ensued.

Jim Thompson moved that the Board send a letter advising all owners with leaking windows that they are damaging the common elements and they must be replaced within six months and notify the Board within 60 days what their plan is. If there is no response, a seconded letter will be sent advising them if they don't replace their windows, the Association will replace them and bill the owner. If the owner does not pay for the windows, a mechanic's lien will be placed against their unit. The letter will contain the updated specifications, the approved window and door procedures and contractors.... The second letters will be sent certified mail, return receipt requested. Paul Greco seconded, and the motion carried unanimously.

Pool Deck Pressure Wash and Seal

A bid was obtained to reseal the pool pavers and it was quite expensive (approximately \$8,000 to bleach, scrub, pressure wash and seal). Wayne Middleton requested an alternate bid be obtained.

Mezzanine/Air Conditioner Proposals

Jason Hambrecht reported the following:

- The A/C landings project is going to be expensive and will be a messy and tough job.
- A/C stands (like on the roof) should be installed and would cost over \$200,000.
- There should be a plan to check the systems and take pictures prior to the work.
- The way the A/Cs are set up now, there is not enough drainage, and this is causing concrete damage to some of the elevator landing ceilings.
- He proposed installing sloped foam insulating board, then a membrane over that. The foam board can be easily patched.
- He has obtained a bid from Exceptional Roofing, but will request more bids.
- It was suggested that holes be drilled in the flooring for drainage where water is standing.

Discussion ensued. It was suggested when a notice is sent to owners regarding the project, a picture of the entire A/C areas should be included.

The cost of this project was discussed at length. Jason Hambrecht will try to have numbers for one building for the May meeting.

Next Winter Maintenance Discussion

This begins with the window replacement and A/C corral discussions.

QUESTIONS/COMMENTS

Questions and comments were entertained throughout the meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:35 p.m.

Respectfully submitted,

Taylor Merrill /js

Taylor Merrill, President

TM/js

Attachments



Community Association Annual Meeting Manager's Report

Beach Walker Villas Condominium Association, Inc. March, 2014

Stephen Mehas – Community Association Manager

Listed below are some of the more notable but not all of the items addressed to date by Amelia Island Management year to date. Amelia Island Management continues working to insure the structural integrity and aesthetic beauty of your property remains our top priority. I have also attached a spread sheet listing invoices paid for services rendered which passed through my office to date for 2013, by each budget category as a reference tool. [Items in blue are carryover from previous year.](#)

Projects and service responses completed year to date

Building Maintenance

- Repaired lift spring in bldg C trash door
- Reattached handrail rope @ beach walkover – vandalism
- Replaced fire rated sheetrock in kitchen of 1151, due to main drain repairs for unit above
- Initiated freeze protection measures for all out building faucet, showers, irrigation, toilets
- Replaced the door lock @ bldg D transformer room, needed to be cut off for access due to corrosion
- Fixture components replaced and reinstallation of patio light fixture @ 1184
- Interior ceiling repairs for 1171 living room & bedrooms

Lighting Upgrades

- Added LED to the boardwalks
- Replaced pole light @ mailboxes and in front of 1123 with new LED fixtures
- Reset all timers due to power outages during the electrical upgrades
- Repairs to the north and mid stair light fixtures on building D due to a system short in old conduit

Pool Area

- Cleared freeze damaged landscape and have order replacement plants to be installed in March
- Sent 16 chaise lounges out for repairs and re-strapping, returned to service
- Restroom hand towel dispenser replaced
- Toilet stoppage cleared
- BBQ deck re-leveled to eliminate the center sag in the platform

Pest Control

- Rodent bait stations added to building A & B perimeter and to buildings C & D trash rooms, based upon activity and sightings
- Exterior access points @ A & B sealed

Landscape maintenance, other than monthly contract

- Adding plant materials to a plant bed on west side of bldg C due help prevent slip/fall incidents in exposed bed at tarmac edge
- Scheduled the annual trim and thin for all large trees on the east dunes in front C & D

Fire Safety System

- Repairs to the bldg C south pump room water driven alarm bell, broken seal
- Replaced failed sensor on bldg D north pump room dry system rise

Projects for Consideration

- Planter Box rebuilds, concrete and wood on C & D
- Design new I-beam mounting system for HVAC corrals to allow reroofing and improved access
- Radio alarm monitoring system option vs. telephone lines
- Filtration & circulating pump system replacement/upgrade; design work based upon Paul Greco's specs has been proposed by WET Engineering to meet Florida State requirements by a certified pool engineer
- Spall repairs to the C & D transformer rooms
- EIFS repairs and gutter replacements on C building near 1164, 1171, 1179
- Gutter replacement for all locations on C & D buildings

Electrical Systems Upgrade

- Completed within the month of February; C 2/3-7, D 2/10-14, A & B 2/17-21, to include all new incoming electrical lines from transformers to meter rooms, new meter panels a, new breaker panels, new room interior lighting

Balcony Repair Project

- 13 balconies were identified to have varying degrees of original construction deficiencies related to the rebar reinforcement structures
- All repairs completed on time within the month of February for the scaffolds and high lift activity, with touch-up work and cleanup ongoing for the first two weeks of March

Contract Information:

- Swimtech – Pool maintenance
- Advanced Disposal – Trash removal
- Darlington – Landscape, Janitorial, Carpentry & exterior light bulbs
- Nader's Pest Raiders – Pest Control
- NiteLites – LED fixture maintenance
- Coastal Elevator – C & D
- Electrical Systems upgrade – Mardant Electrical Construction
- Balcony Repairs – Complete Property Services



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2014 Renewal Meeting Agenda

Beach Walker Villas Association, Inc.

Arthur J. Gallagher Risk Management Services, Inc. appreciates the opportunity to serve Beach Walker Villas. Thank you for allowing us to be your partner in this placement.

- **Market Conditions and Summary**

2013 one of the most benign catastrophic years in the history of the United States.
Combination of increased capacity and decreasing premiums.
Excess Capacity in Reinsurance available to carriers.

2014 Renewal Rates remain flat to slight increases nationally.
Local property premiums should see a slight decrease.

Biggert-Waters Flood Act: Early understanding of the implications to condos communicated to boards as a non-issue versus press coverage of 28% increases.

Banks requiring closer adherence to Fannie Mae Closing Guidelines.
Ordinance or Law requirement.
Agreed Amount Limits versus Coinsurance.

- **2013 Renewal in Review**

Citizens Non-Renewal per short term rentals
Engineering Report – Original 70%-75% EIFS over studs. Limits carrier selection.
New Wind AM Best Wind Carrier for Property.
New Ordinance or Law coverage for X-Wind.

- **Strategy for 2014 Renewal and Projection.**

Property out to market to approximately 11 property carriers.
New Engineering report indicating 20% EIFS over studs. 80% good EIFS.
Offer Property - Wind with Ordinance or Law and Agreed Amount Limits.
Continue Property X-Wind with Enhanced Property Coverage.
Continue General Liability and Directors and Officers with Enhanced Coverage's.

Slight decrease in Property Premium, overall, very small Program Increase.

- **Carrier Recommendations from Slip and Fall claim inspection.**

Extend flower bed plantings.
Light pole light: Improve light bulbs. (Inspection held in daylight.)

- **New alliance with neighboring St. Johns Insurance for Personal Lines coverage.**



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Coverage	2012- 2013 Premium	2013-2014 Premium	2014 Projection	Carrier
Property Wind	\$33,114.00 Citizens Non Renewing	\$59,162.63	\$53,775.00 - 9% Decrease	Rockhill
Package, Property X-Wind, General Liability, D&O, Crime, Hired and Non- Owned	\$22,448.45	\$23,599.18	Small GL increase Flat Property, D&O and Crime	Companion Specialty Insurance Company
Crime Included in Package	In Pkg.	In Pkg.	In Pkg.	Companion Specialty Insurance Company
Directors and Officers Liability in Package	In Pkg.	In Pkg.	In Pkg.	Companion Specialty Insurance Company
Mold and Sewer Back-up	\$2,722.60	\$2,725.13	Flat	Companion Specialty
Equip Breakdown	\$702.00	\$685.00	Flat	Travelers
Umbrella	\$1,953.22 Federal	\$2,023.00	Flat	Chartis
Excess Flood	\$4,892.00	\$4,316.13	Flat to Small Increase	Underwriters at Lloyds
Total Package	\$64,647.47	\$93,162.07		
Flood Pay per Sunshine State Invoice	\$22,358.00	\$24,482.00	3%-5% increase	
Total	\$86,861.47	\$117,644.07		

PROPERTY QUOTE, 3% NAMED WINDSTORM, \$100,000 PER OCCURRENCE \$25,000 ALL OTHER WIND. ORDINANCE OR LAW, \$250,000 A,B,C COMBINED LIMITS



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The Package includes Property X-Wind, General Liability with Extension Endorsement, Crime, Directors and Officers, and Hired and Non Owned Auto.

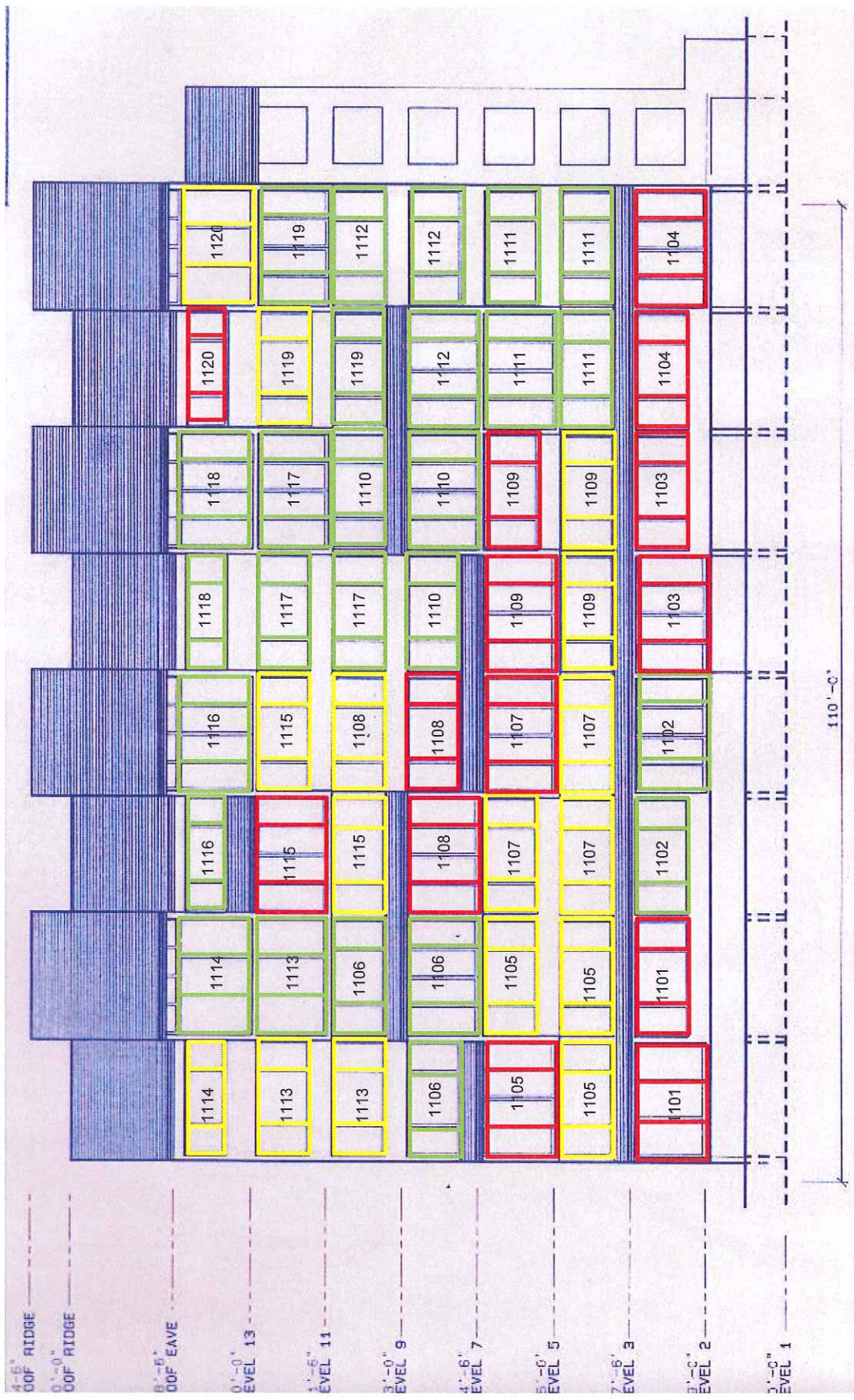
Property X-Wind, Blanket Agreed Limits waives co-insurance.
Association Loss Assessment, Business Income of \$10,000. Covers
Lost assessments in the event of a claim and unit owner vacates unit.
General Liability Extension Endorsement Includes: \$350 Option

- Coverage of Association Owned Units,
- Blanket Additional Insured as required by contract, insures committee members, managers,
- Enhanced knowledge of Incidents language.
- Additional Insured when required by contract
- Additional Insured – Manager, Committee, Organization and Subsidiary.

Crime \$750,000 Limits. Includes coverage for Non- compensated Officers, Directors and Management Company. Employee Theft coverage we offer on our condo and HOA association packages includes 'automatic' coverage for forgery or alteration, computer fraud and funds transfer fraud if the theft is from an 'employee', committee members or directors of the association by endorsement for purposes of this coverage.

Directors and Officers policy form offers enhanced coverage's such as:

- Duly elected or appointed past, present or future directors, officers or trustees, or employees included Duly Elected or Appointed Past, Present or Future Directors, Officers
- Spouses, Committee Members, Volunteers, Estates, Leased Employees or Employees Included
- Property Manager and Employees included For No Additional Cost
- Non-Monetary and Monetary Damages Included
- Defense Cost Included For Failure To Maintain Insurance
- No Insured versus Insured Exclusion
- Defense and Settlement Provision 50%/50% With Insured (Soft Hammer Clause)
- Defense Cost Included for Contractual Liability
- Criminal Final Adjudication Language
- Pay on Behalf Wording
- Duty to Defend Form
- As soon as practical claim reporting language
- Full Severability for Innocent Insured(s)
- Consideration of Insured's Choice of Defense Attorney
- Employment Practices Liability Included For No charge
- Five Year Basic Extended Reporting Period For Previous Reported Prior Claims at No Additional Premium 12 & 36 Month Supplemental Extended Reporting Period for Additional Premium
- Civil and Criminal Proceedings Included
- Broad Definition of Claim
- Broad EPLI Definition
- No Exclusion For Noise or Interference With Quiet Enjoyment

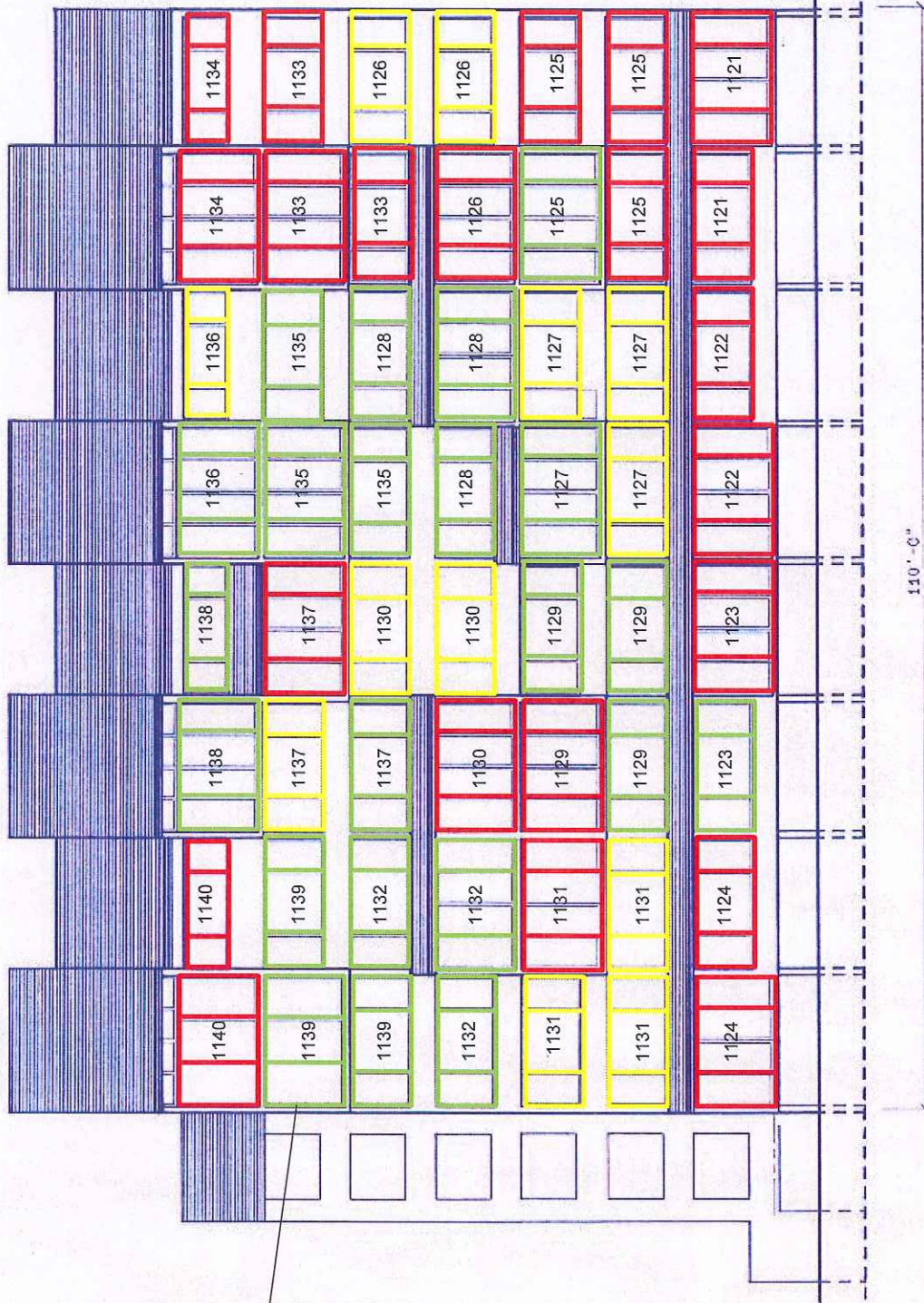


EAST ELEVATION - NORTH END - BUILDING "D"
 SCALE: 3/32" = 1'-0"

	
WINDOW AND DOOR SCHEDULE BEACH WALKER CONDOMINIUMS	
Date: 3/3/14	Scale: N.T.S.
	Drawn: JDH
Sheet: 2 of 6	

Original-Peachtree-Citation
 Pella-Other Questionable
 Anderson or Better

84'-5" ROOF RIDGE
 80'-9" ROOF RIDGE
 68'-8" ROOF EAVE
 60'-0" LEVEL 13
 51'-8" LEVEL 11
 43'-0" LEVEL 9
 34'-6" LEVEL 7
 26'-0" LEVEL 5
 17'-6" LEVEL 3
 9'-0" LEVEL 2
 0'-0" LEVEL 1



Changed out
6.22.09

EAST ELEVATION - SOUTH END - BUILDING "D"

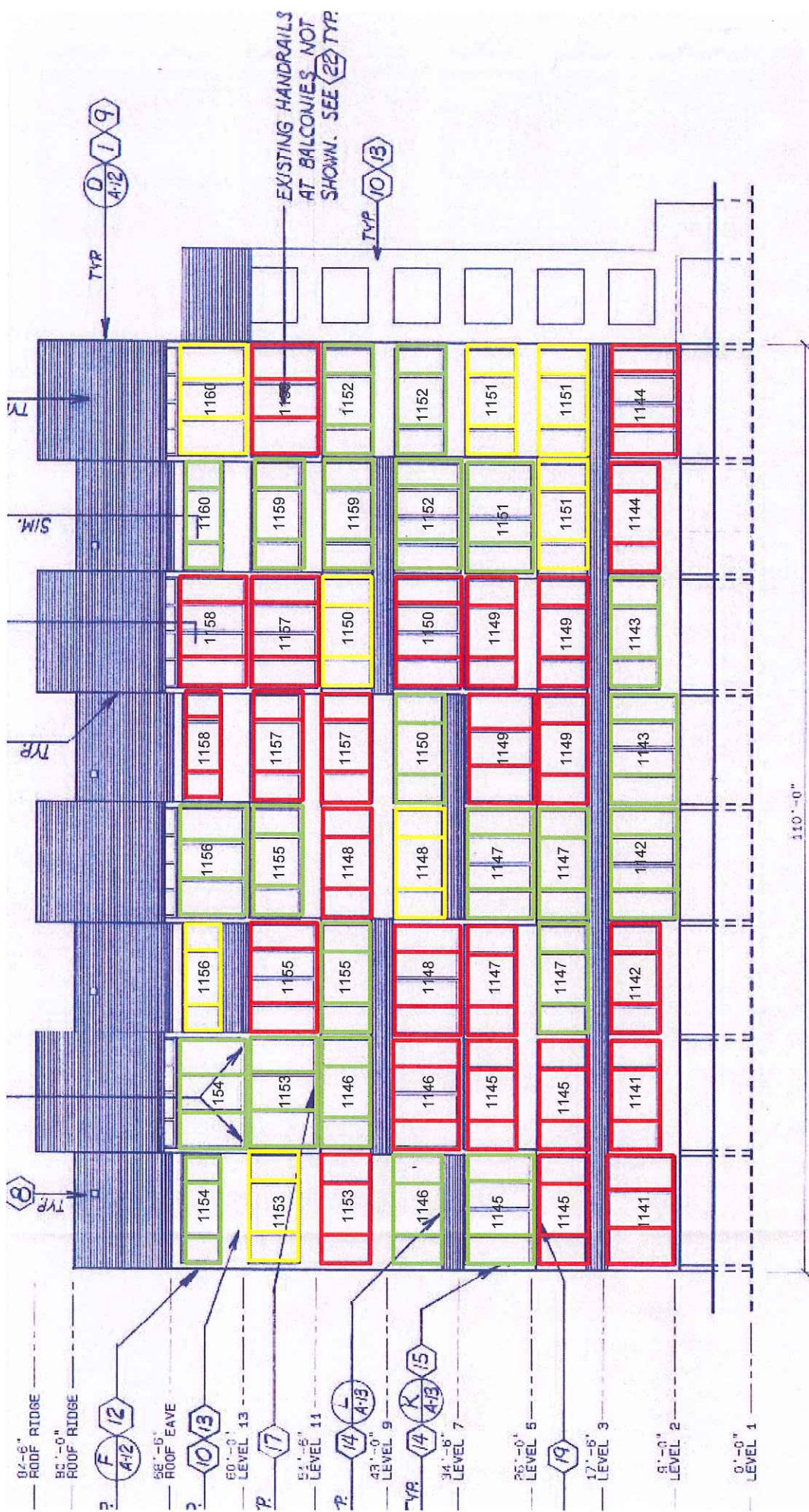
SCALE: 3/32" = 1'-0"

- Original-Peachtree-Citation
- Pella-Other Questionable
- Anderson or Better



WINSTON AND ASSOCIATES
 BEACH WALKER CONDOMINIUMS

Date: 3/3/14 Scale: N.T.S. Drawn: JDH
 Sheet: 2 of 6

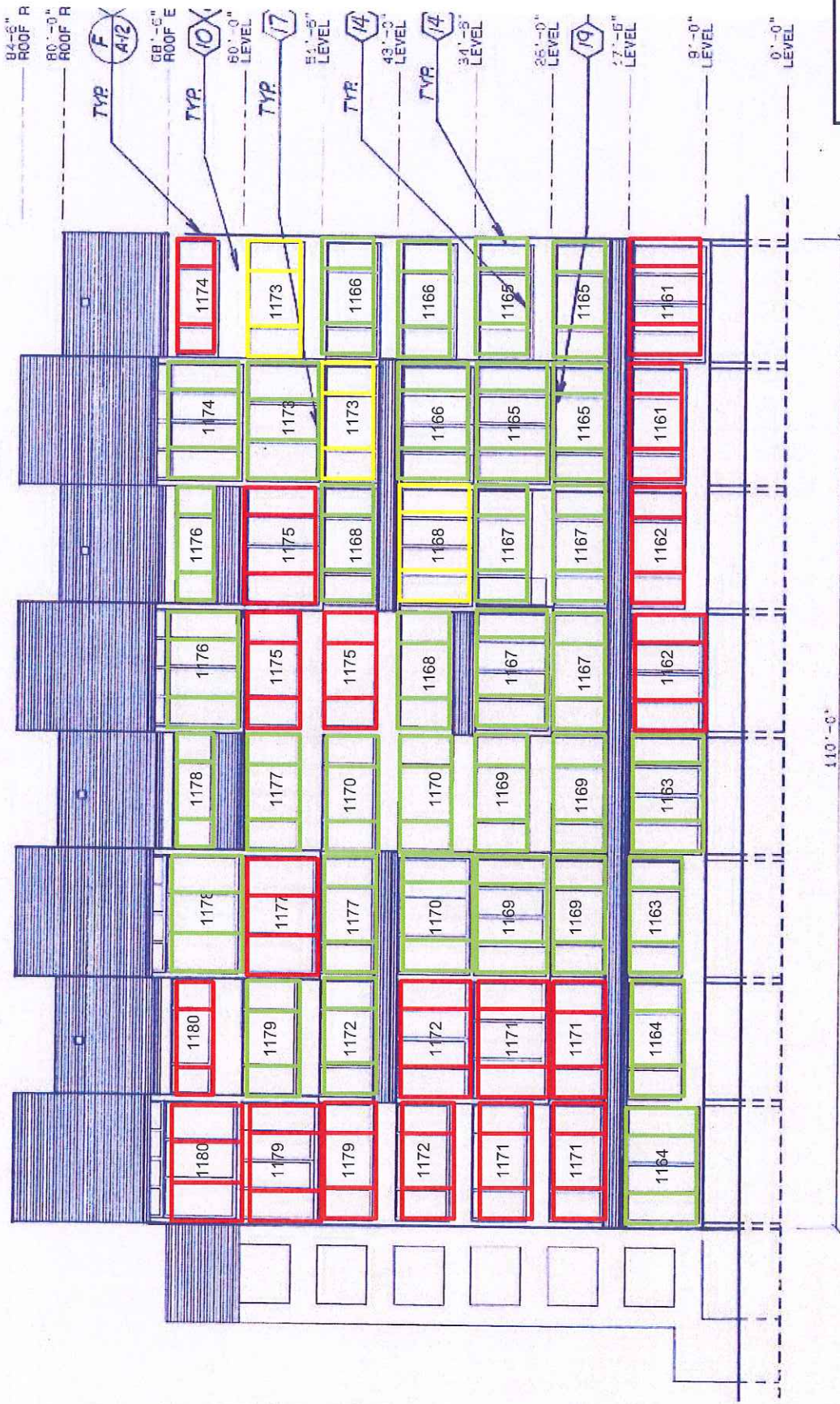


	
WINDOW AND DOOR SCHEDULE BEACH WALKER CONDOMINIUMS	
Date: 3/2/14	Scale: N.T.S.
Drawn: JDH	Sheet: 2 of 6

EAST ELEVATION - NORTH END - BUILDING "C"

SCALE: 3/32" = 1'-0"

— Original-Peachtree-Citation
— Pella-Other Questionable
— Anderson or Better



CSI

WINDOW AND DOOR MATRIX
BEACH WALKER CONDOMINIUMS

Date: 3/3/14	Scale: N.T.S.
Drawn: JDH	Sheet: 2 of 6

- Original-Peachtree-Citation
- Pella-Other Questionable
- Anderson or Better

EAST ELEVATION - SOUTH END - BUILDING "C"

SCALE: 3/32" = 1'-0"