

**BEACH WALKER VILLAS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**August 19, 2016**

A Board of Directors Meeting of the Beach Walker Villas Association, Inc., was held this date in the Amelia Island Management Conference Room, Amelia Island, Florida.

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**BOARD MEMBERS PRESENT**

Taylor Merrill, President  
Brad Burnette, Vice President  
David Montgomery, Director  
James Thompson, Director  
Paul Greco, Director

**AMELIA ISLAND MANAGEMENT**

Steve Mehas, Community Association Manager  
Shirlene Reeves, Financial Director  
Jane Kalem, Executive Assistant  
Nick Lambiase, Jr., Director

**OWNERS PRESENT**

Sign in sheet on file.

**GUESTS PRESENT**

Jason Hambrecht, CSI

**CALL TO ORDER**

Notice of the meeting was emailed to the Board on August 16, 2016, and posted on property, which is in accordance with the Documents of the Association. There were five (5) Board members present in person or by phone, which represented a quorum of the Board. President Taylor Merrill called the meeting to order at 9:00a.m.

**APPROVAL OF MINUTES**

**Brad Burnette moved to approve the May 13, 2016 Board of Directors Meeting Minutes, as written; David Montgomery seconded, and the motion passed unanimously.**

**CONSULTANT REPORTS**

**CSI Recap D Bldg Project**

Jason Hambrecht gave a recap on the work done on Bldg. D working off of an expense spreadsheet showing funds expended for contracted work as well as add-on and credits for items removed from the scope, for a total to date of \$529,716. Discussion ensued regarding the plan to update the spreadsheet for easier review. Paul Greco will meet at the CSI office next week to further look at what has been spent to date and what is yet to be paid.\*1

**CSI Bldg C Plan Update**

The Board stated that the project on Bldg. C should move ahead and be completed as previously agreed upon and should begin September 12, 2016 through January 31, 2017.

**CSI Bldg C & D Waterproofing Project**

"Discussion ensued regarding whether to move forward with all planned aspects of the C & D building project. Moving forward beyond the current contract commitments requires a.) doing renovation of all east facing balconies, ceilings and decks on both buildings along with the complete building exteriors. Or, b.) it requires just doing both building exteriors or one building and holding off on the balconies for both. The estimated cost of a.) is about \$900,000. Further discussion ensued regarding when to do the finished exterior painting for building D. the Board agreed it may be prudent to give owners in building D a break since it would be appreciated by those owners.

**David Montgomery moved to paint building C as part of the walkway project for a cost not to exceed \$470,000; Brad Burnette seconded and the motion passed unanimously. Actual budget costs to be determined more accurately by P. Greco in meeting with Jason Hambrecht from CSI."**

**Brad Burnette moved to approve obtaining a line of credit with First Federal Bank for \$250,000; Jim Thompson seconded and the motion passed unanimously.**

Discussion ensued regarding who is authorized to sign the line of credit. The Board agreed that Brad Burnette or Taylor Merrill will sign the LOC at the appropriate time.

Further discussion ensued regarding painting of the doors in Bldg. C & D, the color to be selected and that the Association had the painting done on Bldgs. A & B as part of that project for continuity purposes even though door maintenance is owner responsibility per the Association Documents.

### **AMELIA ISLAND MANAGEMENT REPORT**

#### **Insurance Discussion / Appraisal**

Steve Mehas reported the appraisal had been updated and based on increased building costs, there was an increase by 4% for replacement, affecting the premium that went up by \$4,500 over last year but this is still down \$20,000 from 2014 costs.

#### **CAM Report**

Steve Mehas reported on the items addressed by Amelia Island Management year to date. Detailed report on the headings listed below is available on the Beach Walker website or by request to CAM.

Building Maintenance

Building "D" walkway, louvers, balcony and garage ceiling project

Consulting Engineer

Pool Area

Light Maintenance

Pest Control

Landscape maintenance, other than monthly contract

Fire Safety System

Projects for consideration or in process -

- Replacement of C & D elevator cab floor tiles – covered with walk-off mats temporarily until walkway project is completed; "D" on order now
- Pool re-marcite, reviewing rough figure bids for next winter repairs; 1 @ \$150K, 1 @ \$300K +/-
- Purchase new pool furniture in same style to replace worn equipment, roughly 20% needed to be replaced
- Seeking bids on connecting the pool restrooms to the building C sewer system so the septic tanks may be abandoned
- Camera run ordered for the building B north main drain that repeatedly backs up over the high occupancy summer months; snake out give plumbers the impression there is an interior bulge about 15' into the line (under 1186)
- Additional landscape materials ordered for pool deck enhancement
- Evaluate possible locations for adding golf cart designated parking to ease parking space congestion

- A/B building Bellman's cart is missing, if not located soon will have to order a replacement
- Recommend adding two Doggie Bag Stations to help maintain the lawn areas on the east side of C & D; post, bag dispenser, waste can

Steve Mehas further reported that his CAM reports will now be posted on the website, along with the construction updates. Discussion ensued regarding obtaining information from the Website Administrator regarding the number of hits on the website and also the need to update the photo gallery.

### **Financial Report / Property Transfers**

Shirlene Reeves reported the financials for the month of June shows \$11,513.47 to the good. The AR was minimal and primarily unit 1172 was due to bank foreclosure. There has been 4 property transfers since the first of the year (1 was a foreclosure and the other 3 were purchases).

### **OLD BUSINESS**

#### **Swimming Pool Winter Project**

Discussion ensued regarding whether to do the entire pool project (coping/re-marciting/etc.) or just re-marciting. Steve Mehas will have the bids redefined for re-marciting only and seek a third bid for balanced evaluation. \*2

### **NEW BUSINESS**

#### **Golf Cart Parking**

President Merrill reported that steps will be taken to identify golf cart parking. Several tree stumps will be removed and the ground leveled to increase more cart parking areas. \*3

#### **Review of 2017 Draft Operating Budget**

Discussion ensued regarding the proposed budget, clarification regarding pest control, capital reserve projected totals, need for the Finance Director to prepare cash flow analysis based on CSI's preparation of an outline/timeline of Bldg. C project. \*4

**David Montgomery moved to approve mailing to the owners the proposed budget as amended; Jim Thompson seconded and the motion passed unanimously.**

### **QUESTIONS / COMMENTS**

An owner asked about A & B Bldg. closets that need to be secured with a coded lock for owner only access, including the closet that Omni uses. Discussion ensued regarding repossessing this closet from Omni; other closets coded and cleaned out. Steve Mehas will order the lock installed on the A building north walkway closet with the same access code for the two lower closets.

An owner asked about the unattractive condensers that are visible on the first landing between 1 and 2 on the west side. Discussion ensued regarding air flow in this area and the mechanics versus aesthetics, adding mesh or louvered panel to allow air flow. Steve Mehas will gather further information regarding this item as a more decorative screen.

An owner asked about talking with Omni about parking their golf carts in the drive or on the landings near the elevators which blocks the drive. There is space behind the buildings where the carts could be parked. Steve Mehas will address with the Omni personnel.

The next Board meeting will be the Annual Membership meeting on Friday, October 14, 2016, at 9:00a.m., in the AIM Conference Room.

**ADJOURNMENT**

There being no further business, President Merrill called to adjourn the meeting.

**Brad Burnette moved to adjourn; David Montgomery seconded and the meeting adjourned at 11:15a.m.**

Respectfully submitted,

**Taylor Merrill**

Taylor Merrill,  
President

TM/jk  
Attachments

\* Indicates action items

Action Item Summary

- 1 Paul Greco/CSI meeting
- 2 Swimming Pools Bids - Stephan
- 3 Tree Stump Removal - Stephan
- 4 Renovation Cash Flow Analysis - Shirlene