

**BEACH WALKER VILLAS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**August 24, 2018**

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 (*via phone*)  
David Montgomery, Director  
James Thompson, Director  
Paul Greco, Director

**AMELIA ISLAND MANAGEMENT**

Chris Turner, Property Manager  
Jane Kalem, Executive Assistant  
Shirlene Reeves, Finance Director

**GUESTS PRESENT**

None

**OWNERS PRESENT**

On file at Amelia Island Management

**CALL TO ORDER**

Notice of the meeting was emailed to the Board on August 21, 2018, and posted on property on August 21, 2018, which is in accordance with the Documents of the Association. There were five (5) Board members present in person or via phone, which represented a quorum of the Board. President Taylor Merrill called the meeting to order at 9:00a.m.

**APPROVAL OF MINUTES**

**David Montgomery moved to approve the June 18, 2018 Board of Directors Meeting Minutes, as written; Paul Greco seconded and the motion passed unanimously.**

**AMELIA ISLAND MANAGEMENT**

**CAM Report (See complete report attached)**

Chris Turner reported on building maintenance items as listed in his report.

The Board discussed the plumbing repair of unit 1143. The owner requested that the Association pay for a plumbing and sheet rock repair. After consideration of the materials submitted by the owner and the plumber, and after consultation with the Board's attorney, the Board concluded as follows:

1. there was a blockage in the drain line servicing a lavatory sink in the unit;
2. because no other unit had drainage issues, the blockage was not in the main drain line;
3. the plumber had to remove a portion of the sheet rock to deal with the blockage;
4. the blocked drain line provided service only to unit 1143, and was therefore not part of the common elements even though part of the line was behind the sheet rock;
5. to make sure the blockage was cleared, the plumber had also run his snake into the main drain line;
6. the proper result was for the association to pay that portion of the plumber's bill related to snaking the main drain, but the remainder of the bill was not the association's responsibility.

**Financial Report**

**Summary of Assessment Receipts**

Shirlene Reeves reported on the finances through the end of July, 2018

- \$40,000 in the lockbox and \$88,000 in the Board fund
- The Capital Reserve has been over-expensed while waiting on the monies to come in
- The loan payment has been reduced to \$77,000 and should be paid off in several months

- As of yesterday, \$114,604 has been spent with the balance left on the special assessment of \$385,396
- Out of the \$500,000, all but \$6,628.00 has been collected
- As of today, there are 2 owners that have not paid their special assessment in full, one of which is making some payments
- 1 owner is past due on their regular assessments and a claim of lien is being filed
- 1 owner is making regular assessment payments and 1 owes late charges

The Board discussed the loan, cash on hand, the line of credit, what has been paid and what the finances will be over the next few months.

The Board thanked Shirlene Reeves for keeping on top of the expenses of the projects.

### 2019 Budget Proposal

Shirlene Reeves explained the proposed budget that has been drafted and the Board will review.

### **OLD BUSINESS**

#### **Pool Renovation Project**

Discussion ensued regarding the pool renovation project, the bathhouse project and the current Swimtech maintenance contract will end at the time of the pool project. The proposed contract is \$1400 which includes a \$750 increase to the annual contract and will commence after the project is finished.

The Board asked Chris Turner to see if a landscape architect could provide some renderings and concepts for the area around the pool incorporating the Board's thoughts for that area.

Discussion ensued regarding

- As to the upper deck at the pool, lowering the height,
- whether handrails would be required if the deck was lowered
- using pavers from another location around the pool (pavers at the elevator entrance) to make up any shortage of pavers
- best option for septic tank removal or fill in using existing sand and concrete
- bids for the bathhouse.

**David Montgomery moved to accept the contract to build the pool house, in an amount not to exceed \$149,000, assuming the bid meets all the specifications with Chris Turner's and CSI's approvals; Paul Greco seconded and the motion passed unanimously.**

#### **Fire Suppression System Update**

Chris Turner reported the fire suppression system installation is on hold until after Labor Day. The alarms are complete and the sprinklers are still pending.

#### **Balcony Coating Project**

Chris Turner reported the balcony decks and ceilings are in need of repair. Three classifications of balconies issued. Work will be starting September 10<sup>th</sup> on the first 5 worst balconies and are 1119, 1170, 1171, 1173 and 1177. The cost will be approximately \$1,100 per balcony for \$6,000 total. If not taken care of, water intrusion issues could occur.

#### **Roof Repairs**

Chris Turner reported that the roof repairs are in progress across all roofs. Fields has been on site doing EFIS repairs.

**David Montgomery moved to approve the roof repairs up to \$25,000; Jim Thompson seconded and the motion passed unanimously.**

The Board commended Chris Turner for his tracking documentation to the Board.

#### **Discussion Regarding New “Material Alteration” Law**

David Montgomery explained the new law that changed in July 1, 2018 regarding changes of material alterations and that the Association’s documents were done in 1974. Times have changed, legal requirements have changed and it is important to modernize the Declarations to allow the Board to repair, alter and upgrade the common elements as necessary. This requires a 66% affirmative vote of the members.

**David Montgomery moved that the Association Declarations be revised giving the Board the responsibility of and the power for the repair, altering and upgrading of the common elements, as necessary, and that this vote be included in the proxy for the 2018 Annual Membership meeting; Brad Burnette seconded and the motion passed unanimously.**

The Board discussed having a Florida attorney assist the Board with addressing the amendment of the Association documents. The Board will look to Nick Lambiase, Jr. for assistance as well.

#### **NEW BUSINESS**

##### **Window/Door Architectural Design**

Chris Turner reported an owner has requested replacing their door with a different door than what is standard. The Board discussed and determined that only doors and windows that meet the standard specifications are approved. Paul Greco volunteered to address the specifications regarding the aesthetics of the doors for the Board to adopt at the October Board meeting and then post to the website.

**David Montgomery moved that the front doors, including the side lights, must look like what is currently in place; Jim Thompson seconded and the motion passed unanimously.**

##### **Owner/Association Responsibilities Concerning Building Repairs**

*(This item was discussed earlier in the meeting.)*

##### **Annual Meeting Date Discussion**

President Taylor stated that due to conflicting schedules, the Annual Membership meeting will be changed to December 7, 2018 at 2:00p.m.

The October 29, 2018 Board meeting is still scheduled.

#### **QUESTIONS / COMMENTS**

Discussion ensued regarding the correspondence the Board sent to the owners about the Omni/Club lawsuit. There have not been any further comments on this issue.

#### **ADJOURNMENT**

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

**Paul Greco moved to adjourn; Jim Thompson seconded and the meeting was adjourned at 11:10a.m.**

Respectfully submitted,

*Taylor Merrill*

Taylor Merrill, President

TM/jk

Attachments



**Community Association Manager's Board Meeting Report  
Beach Walker Villas Condominium Association, Inc.  
August 24, 2018  
Amelia Island Management Conference Room**

Chris Turner – Community Association Manager

The report below reflects most of the 2018 activity and the more notable items addressed by Amelia Island Management since the last Board Meeting on June 18<sup>th</sup> 2018.

**Building Maintenance:**

- Sand and paint both mechanical room doors at C and D
- 1153 concrete repairs 10 foot by 6 in section
- Gutter install at A and D buildings
- Golf cart sign made, pending install
- Trash chute backed up at C cleared
- Replaced timer for building B
- Repaired 2 10 in closures, 1 latch, 1 door
- Installed emergency key release on C and D trash doors
- Semi Annual maintenance completed on trash chutes
- Conducted warranty repairs to center stairwell of D building deck coating on 4 levels
- 1194 EIFS damage repaired
- Building A south wall EIFS delamination repaired

**Elevators:**

- No issues

**Consulting:**

- Pool Project Meeting and Site Visit
- Bath house bidding
- Force main bidding
- 1163 water intrusion
- 1116 water intrusion

**Pool Area:**

- Completed geotechnical survey for bathroom site
- Replaced safety line in pool

**Light Maintenance:**

- Building D – Emergency light repaired
- Building D – West step light repaired

**Plumbing:**

- 1148 main stack leak repaired
- 1143 cleared partial clog in unit
- 1143 owner line replaced, cleared debris from main line
- 1155 main stack leak repaired
- 1125 reported stoppage in sink, 20 feet into main line

**Landscape maintenance, other than monthly contract:**

- Assorted irrigation parts replaced.
- Installed flowers and mulch.

**Fire Safety System:**

- Repaired trouble signal at building D - faulty device
- Repaired trouble signal at building C - faulty device

**Insurance:**

- Pending claim for slip/trip that occurred at building D unit 1104 walkway

**Projects for consideration or in process:**

- Pool Project set for September 11<sup>th</sup>
- Fire System installation is on hold until after Labor Day. Alarms are complete, sprinklers still pending
- Building C main shut off valve and fire pipe scheduled to be installed soon. No date yet. Locates completed
- Concrete walkway to bridge for A and B will need to be replaced by insurance recommendations for coverage
- Building board walks will need to be replaced within the next two years. Budgetary numbers are \$65,000 a boardwalk
- Balcony deck coating and ceiling coating are in need of repairs. Three classifications of balconies issued. Starting September 10<sup>th</sup> on the first 5
- Roof repairs are in progress across all roofs
- Louvre screens for HVAC corrals being designed for the 2<sup>nd</sup> & 5<sup>th</sup> level landings on C & D