

**BEACH WALKER VILLAS ASSOCIATION, INC.
ANNUAL MEMBERSHIP/ BOARD OF DIRECTORS MEETING
DECEMBER 7, 2018**

An Annual Membership/Board of Directors Meeting of the Beach Walker Villas Association, Inc. was held this day in the Amelia Island Management Conference Room, Amelia Island, FL.

BOARD MEMBERS PRESENT

Taylor Merrill, President
Brad Burnette, Secretary/Treasurer
David Montgomery, Director
Jim Thompson, Director (*via phone*)
Paul Greco, Director

AMELIA ISLAND MANAGEMENT

Mark Johnson, Community Association Mgr.
Jane Kalem, Executive Assistant
Shirlene Reeves, Financial Director
Nick Lambiase, Jr., Director

OWNERS PRESENT

Sign in sheet on file at AIM.

GUESTS PRESENT

Chris Turner, CSI

CONFIRMATION OF MEETING NOTICE, DETERMINATION OF QUORUM AND CALL TO ORDER

Notice of the meeting was emailed/mailed to the membership on November 1, 2018 and posted on property, which is in accordance with the Documents of the Association. There were 570.4% owners represented by proxy or present in person, which represented a quorum. President Taylor Merrill called the meeting to order at 2:07p.m. to conduct the Annual Membership Meeting.

APPROVAL OF MINUTES

Brad Burnette moved to approve the October 13, 2017 Annual Membership Meeting Minutes, as written. Jim Thompson seconded, and the motion carried unanimously.

David Montgomery moved to approve the October 29, 2018 Board of Directors Meeting Minutes, as written. Paul Greco seconded, and the motion carried unanimously.

COMMUNITY ASSOCIATION MANAGER'S REPORT

Mark Johnson reported on routine ongoing maintenance which occurred throughout the year, along with janitorial services, pest control, landscaping, lighting, pressure washing and pool maintenance and many small projects. He further recognized Chris Turner for his work during the year (*see attached report*).

Mark Johnson reported that 3 luggage carts have been ordered and should be assembled next week.

C and D Bldgs fire alarms have been going off and are being inspected due to trouble audio alarms. Discussion ensued regarding what is causing these alarms since the system was just redone.

Paul Greco asked about the following:

- 1186 partition wall – appears to not have been painted
- 1192 and 1194 roof repairs – perhaps gutters not cleaned but units continue to have water stains
- Caulking on A and B levels – appears that the caulking is beginning to break down
- Funds are available to have 5 more balconies done by Blanchard and will be scheduled
- Lights out in some areas and at the elevator lobby – Mark Johnson will have checked

FINANCIAL REPORT

Vote to Approve 2019 Budget

Discussion ensued regarding the 2019 budget, the line of credit, capital reserves and any special assessments. The approved budget will maintain the current assessments.

Brad Burnette moved to approve the 2019 Budget as proposed; David Montgomery seconded and the motion passed unanimously.

Review of Current Financial Report

Shirlene Reeves reported on the financials as of October 31, 2018 –

- A few lines items were over budget at this time, but will average out by end of year
- Two homeowners are past due by 90 days, the second warning letter is about to expire and a claim of lien will be processed with one of the owners is on the rental market and will receive a rent demand letter from the attorney
- The bank loan has been paid off as of November

OLD BUSINESS

Pool Renovation Project

Chris Turner reported that Capital T is onsite and has begun cutting through the beam for the next 2 weeks which is taking longer than expected due to thickness of beam, then scaffolding will be set in place. The pool itself is somewhat on schedule with several weather delays. Demo of the pump house will take place once the electrical is moved over. The project is expected to be done mid-April, 2019 and all the vendors are communicating regarding the coordinating the scheduling of the work. The landscaping and the bulkheads will be done soon. Discussion ensued regarding the bath house, the septic crush and fill process will be done during the force main process. The pavers, landscaping, irrigation, lighting and other esthetics will be at the last of the project. The marcite and filling the pool with water will be the last step. Discussion ensued regarding what has been paid to date and concern about keeping all the vendors on track in order to keep the project on task. Chism Development and New Leaf Construction are resubmitting their proposals for the bathhouse. The Board expressed some concern about delays on permitting and weather. The bathhouse has been approved by ARB. Darlington will begin cutting away the vines in the trees at ground level. Discussion ensued regarding tree trimming now since there is money in the budget.

Chris Turner will present fencing and patio furniture samples to the Board at the next meeting.

Paul Greco moved to approve the bid from Blockers for the force main project at a cost of \$79,950; David Montgomery seconded and the motion passed unanimously.

Deck Coating Project

(This item discussed earlier in the meeting.)

Fire Alarm Project

Mark Johnson reported the Aegis, fire safety system company, will be onsite during the next week to inspect why the alarms going off. He will check the tags on the shut-offs in all 4 stacks.

NEW BUSINESS

The Board discussed renewing the Amelia Island Management contract.

David Montgomery recommended renewing the Amelia Island Management contract; Brad Burnette seconded and the motion passed unanimously.

President Merrill stated that an owner's son has asked to be able to give the Association an insurance quote. Nick Lambiase, Jr. explained the insurance broker market and how it works in Florida. The Board discussed and determined that they are happy with the current Association broker.

Questions/Answers

Discussion ensued regarding having more deck space around the pool. The deck surface will be maximized as much as possible.

Mark Johnson stated that the pile of shingles on the property was left from the roof project and the roofer has been directed to remove those.

An owner asked if any future assessments could be discounted if paid upfront or payment process.

INSTALLATION OF DIRECTORS

There were five positions to be filled on the Board and five notices to serve were received from Bradford Burnette, Paul Greco, Taylor Merrill, David Montgomery and James Thompson. Therefore, there was no election and they were installed as Directors on the Board.

DETERMINATION OF ANNUAL/BOARD MEETING DATES FOR 2019

The meeting dates were tentatively scheduled as follows:

- February 21, 2019 Board meeting AIM Conference Room 2:00 p.m.
- April 12, 2019 Board meeting AIM Conference Room 9:00 a.m.
- October 11, 2019 – Annual Membership Meeting - AIM Conference Room – 9:00a.m.

The Board will determine dates and times for other Board meeting dates as needed.

COMPLETION AND ADJOURNMENT OF MEMBERSHIP BUSINESS

There being no further membership business, Jim Thompson moved to adjourn the meeting; Paul Greco seconded and the meeting was adjourned at 3:25p.m.

BOARD OF DIRECTORS MEETING

CALL TO ORDER

Taylor Merrill called the Board of Directors Meeting to order at 3:30p.m. There were five Board members present in person or via phone, which represented a quorum.

ELECTION OF OFFICERS

Jim Thompson moved to retain the same slate of officers for 2019, as 2018; Brad Burnette seconded, and the motion carried unanimously.

The slate for the 2019 Board of Directors is as follows:

President	Taylor Merrill
VP/Sec/Treasurer	Bradford Burnette
Director	David Montgomery
Director	James Thompson
Director	Paul Greco

The Board made the decision on the pavers for the pool/deck project, a pool shower will be within 20ft of the pool, suggestion for having a grill area for each building.

ADJOURNMENT

There being no further business, Jim Thompson moved to adjourn; David Montgomery seconded and the meeting was adjourned at 3:40p.m.

Respectfully submitted,

Taylor Merrill

Taylor Merrill, President
TM/jk

Attachments: Community Association Manager's Report
2019 Annual Budget



**Community Association Manager's Annual Meeting Report
Beach Walker Villas Condominium Association, Inc.
December 7, 2018
Amelia Island Management Conference Room**

Mark Johnson – Community Association Manager

The report below reflects most of the 2017 and 2018 activity and the more notable items addressed by Amelia Island Management since the 1st Annual Meeting on October 13, 2017.

Building Maintenance:

- 1128 EFIS repairs on balcony.
- 1134 & 1140 transom repairs on balcony.
- 1113 interior column repair in the living room.
- 1132 replaced damaged wall framing and drywall.
- 1159 exterior wall frame repairs.
- Rewire sensors and lubricate building C trash door.
- Building D transformer door replacements completed.
- Replaced roof gate & lock to building D.
- Installed new wood and painted metal on buildings C and D roofs.

- Topographic survey for sewage plumbing to building A and B.
- Installed new coal can at grills.
- 1185 repairs completed from sewage project work.
- 1186 partition wall repair by Fields and Blanchard.
- 46 front doors painted by Buddy's Painting.
- Golf cart sign made, pending install.
- Semi Annual maintenance completed on trash chutes.
- Conducted warranty repairs to center stairwell of D building deck coating on 4 levels.
- Building A south wall EFIS delamination repaired.
- 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.
- Repairs to sidewalk area before the foot bridge to A & B building.
- Roof repairs completed across all roofs.
- Trash room door at building C has been repaired.

Elevators:

- Conducted 5 year inspection of elevators. Otis fixed their side of discrepancies. Waiting on flooring to be fixed by Classic Carpet. All other issues have been corrected.
- Replaced exterior light fixtures outside of elevator rooms.
- Repaired the flooring in C and D elevator.
- Elevator call for building D due to buttons not operating inside cab.
- Renewed elevator permits with DBPR.

Consulting:

- D building project oversight.
- Building C walkway coordination.
- A and B lining project management.
- GPR scan of A and B building for excavation.
- Roof repairs on D building.
- Entrance bridge inspection.
- Deck repair project management.
- Balcony Inspections of C and D.
- Building C middle stairwell coating damage.
- Pool Project Meeting and Site Visit.
- Bath house bidding.
- Force main bidding.

Pool Area:

- Replaced life ring & rescue throw bag due to dry rot.
- Replaced life ring and 60 foot throw rope.
- Epoxy hole in deep end.
- Installed gutter tile.
- Extended fence near pump house.
- Repaired the roofs on the gazebos.
- Repaired side wall on the gazebos.
- Caulked all coping cracks around perimeter of the pool.
- Completed geotechnical survey for bathroom site.

- Replaced safety line in pool.
- Started the pool & bathhouse project.

Light Maintenance:

- Replaced fixture near 1124.
- Replaced 4 emergency lights 1st, 2nd, 3rd floor D building.
- Building D - Replaced broken light fixture 2.5 middle stairs.
- Building D – Emergency light repaired.
- Building D – West step light repaired.

Pest Control:

- Monthly pest service continues.
- Trimester service applied.
- Increased rodent control boxes on the property.

Plumbing:

- Pump out septic tank at pool in March.
- 1152 BW broken supply line in garage.
- Clog at Y connection in B building, large amount of baby wipes.
- Slow draining sink in A trash room, Blue Works corrected issue.
- Unit 1125 – removed clog in main line 15 feet down.
- 1148 main stack leak repaired.
- 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:

- Darlington installed 9 bags of soil acidifier to shrubs to correct PH level.
- Darlington trimmed select trees across the property.
- 1221 pine straw/420 pine bark installed.
- Spring flower planting.
- Sod and flowers replaced at A and B building.
- Palm spikes and fertilizer installed for trees.
- Tree trimming by Cash's tree service.
- Assorted irrigation parts replaced.

Fire Safety System:

- Building B smoke alarm activated fire alarm response. Cleaned out the unit and placed back into service.
- Building D pull station was replaced after grounding out.
- Dry valve activation alarm call service call for D building.
- Alarm system installation completed for all buildings.
- Sprinkler line work in progress at C building.
- Repaired trouble signal at building D. Faulted device.
- Repaired trouble signal at building C. Faulted device.

Projects for consideration or in process:

- Building boardwalks will need to be replaced within the next two years.

- Balcony deck coating and ceiling coating are in need of repairs. Three classifications of balconies issues.
- Coordinating with Aegis to restart sprinkler pipes in the parking area.
- Working on scheduling with Wayne automatic and the plumber to have a valve changed on building C sprinkler system.
- Working with Advanced Disposal to have them cover repair cost of the down spout on building D that were ripped off outside of trash room.

Contract Information:

- Swimtech – Pool maintenance
- Advanced Disposal – Trash Removal & Recycle
- Darlington – Landscape, Janitorial, Carpentry & exterior light bulbs
- Nader’s Pest Raiders – Pest Control
- NiteLites – LED fixture maintenance
- Hodges Electric – Exterior grounds lighting maintenance other than LED
- Coastal Elevator – C & D
- Electrical Systems upgrade – Madant Electrical Construction
- Elevator phone lines – Comcast
- Alarm Monitoring System – DynaFire
- Fire Sprinkler System – AEGIS
- Alarm equipment hardware – AEGIS
- Blockers Septic Service – Quarterly septic tank cleanout