

BEACH WALKER VILLAS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
December 9, 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.

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

Herb Hilderbrand, CSI

CALL TO ORDER

Notice of the meeting was emailed to the Board on December 5, 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.

AMELIA ISLAND MANAGEMENT

CAM Report

Steve Mehas stated the attached report reflects most of the 2016 activity and the more notable items addressed by budget category by Amelia Island Management year-to-date. A full report is attached

Projects and service responses completed year to date

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

Building C Walkway, balcony, garage project

Consulting Engineer

- Leak chasing 1112, 1119, 1137, 1142, 1147, 1173, 1132, 1185, 1165, 1168, 1108, 1127, 1165, 1110, 1113, 1145, 1105, 1125, 1146, 1114, 1140, 1172
- Coordinate Metro warranty work on buildings A & B, over-site on repairs
- Heavy investigation process underway related to Hurricane Matthew, results still undetermined at this time

Pest Control

- Trimester exterior building and threshold treatments for all structures, crawling insects (3)
- Rodent bait stations added to building A & B perimeter and to buildings C & D trash rooms, preventative maintenance at this point (11)

Landscape maintenance, other than monthly contract

- Annual trim and thin on the canopy east of C & D buildings
- Tropical Storm Julia debris cleanup
- Removed damage trees from hurricane Matthew

Fire Safety System

- Monthly inspections and testing of emergency lighting in stairwells and elevator landings
- Monthly inspections of hand held fire extinguishers

- Annual fire Alarm system Inspection, credit for overcharge on last inspection of \$470.00
- Annual fire sprinkler and back flow inspection / tests
- Renewal of annual alarm monitoring agreement
- Quarterly sprinkler inspection (4)

Projects for consideration or in process

- Monitoring septic tanks @ pool area for spring cleanout as needed – Have added an additional cleanout at the tank to help clear the port to the drain field.
- Louvre screens for HVAC corrals being designed for the 2nd & 5th level landings on C & D
- Pool re-marcite, reviewing rough figure bids for next winter repairs
- Walkway, garage ceilings & balconies for C building began September 12, and will continue through January 31
- Purchase new pool furniture in same style to replace worn equipment, roughly 20% needed – on hold until Spring
- Seeking bids on connecting the pool restrooms to the building C sewer system so the septic tanks may be abandoned

Miscellaneous

- Insurance renewals on property, wind, umbrella, workers comp, excess flood
- Unit #1172 has been foreclosed and is now in possession of State Bank & Trust out of Fort Lauderdale, local over-site provided by Barbara McDuffie with Palm III Realty, some moisture issues possibly due to a period of no electrical supply, CSI to conduct a detailed inspection once access to the unit is available following walkway closures

Financial Report / Condo Transfers / Purchases

Shirlene Reeves reported –

- Line items over budget are tree maintenance, fire system repairs
- Over \$9,000 in bad debt for 1 unit that was written off
- Everything else on budget
- Unit 1172 foreclosed, now owned by State Bank & Trust
- 7 changes of ownership since first of year, including the bank foreclosure
- Total operating expense variance is good

Discussion ensued regarding the fire system repairs.

OLD BUSINESS

Building C Repair Project Update

Herb Hilderbrand reported on the work for the Building C project –

- walkways to main lobby will have a final coat today pending weather temperature,
- the painting of the building has been started on walkway ceilings and walls,
- the applying of the coating to the building will begin on the north end of Bldg. C with the lift and continue around the building applying the coating,
- the painting/sealing on walkways are underway,
- the concrete repairs are underway,
- stripping of the garage ceilings have begun,
- the stairwell work will continue – have to be ground and landings have to be sloped,
- non-skid applied to the steps,
- stairwell ceilings to be textured,
- there has not been as many spalls found in Bldg C as in Bldg. D.

Discussion ensued regarding the landings at the elevators and the walkways. The Board stated the project quality has been a little below their expectations. Further discussion ensued regarding project specifications with contractors and clarification of outstanding invoices for work done on Bldg C and Bldg D.

The Board asked Herb Hilderbrand for a running total of the work done on Bldg C, which he will provide. Board member Paul Greco is to meet with CSI next week to reconcile the project finances to date.

Jim Thompson moved to approve for CSI to prepare a contract with Blanchard Caulking and Painting for the painting of Building D, contingent upon an updated quote, not to exceed \$285,000, to begin as soon as feasible following the work on Building C; Paul Greco seconded and the motion passed unanimously.

Swimming Pool Maintenance Update

Discussion ensued regarding research of the pros and cons for a salt water pool system and options for heating the pool. More information will be gathered for heating the pool with heat pumps. Steve Mehas will get proposals. The Board will research the issue of lightning affecting the salt water system. The Board recommended getting an independent engineer to give an opinion as to what is needed before proceeding with the project and also determine if the work can wait until October, 2017.

David Montgomery moved to direct Steve Mehas to engage an engineer to develop a scope of work for an RFP for a pool project to be done in the fall of 2017; Brad Burnette seconded and the motion passed unanimously.

Beachwalker Vehicle Tags Update

The vehicle tags for owners only, not renters, are currently being manufactured. Steve Mehas presented a sample tag. The Board recommended mailing a letter to the owners explaining the need for the tags. Paul Greco will draft the letter and with the Board's approval, Steve Mehas will mail the letter to all owners with 2 tags per unit as a starting point.

NEW BUSINESS

Building D Waterproofing

Herb Hilderbrand reported on the punch list and the finalizing of the work to be done on Bldg D. The handrails will be sanded and the electro-static painting will be done on areas that have been damaged by concrete spills.

Paul Greco and the Board recognized and thanked Herb Hilderbrand for the tight oversight by CSI on this project.

QUESTIONS / COMMENTS

An owner thanked Steve Mehas for repairing the lock on the storage closet in Bldg. A.

An owner inquired about a golf cart on the property that is falling apart, that it is an eye sore and what can be done about it. The cart belongs to a current owner and the Board will make contact with the owner about having it removed.

The next Board meeting will be Friday, March 10, 2017, 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; Jim Thompson seconded and the meeting was adjourned at 11:13a.m.

Respectfully submitted,

Taylor Merrill

Taylor Merrill,
President

TM/jk

Attachments

Action Item Summary

1. Suggested due date Dec. 16: C and D PROJECT: A reconciliation of the total expenses paid to date compared with budget. Also pending invoices and estimated completion expenses (including painting of C bldg.), I would like to see the analysis on basis of total C and D project combined and on C and D each separately. CSI, AIM and Paul to participate in review.

1a) A cash flow analysis based upon: the results of 1. above and AIM's forecast of revenue; include the month in which an LOC draw will be necessary. AIM; Shirlene and Steve

2. Suggested due date Dec. 20: D BLDG PAINTING: Bid to paint D building from Blanchard and other contractors if appropriate. CSI, AIM; Steve, Jason

3. Suggested due date one week before the March Board meeting unless that date isn't feasible in which case not later than a week before the May Board meeting: POOL: Obtain engineering study of required repairs to the pool, prepare RFP including detailed scope of work and include in RFP alternatives for heating pool. Target beginning project in Fall of 2017.

4. By Dec 15, 2016....DONE: AIPCA Beach Access; Send copy of Beach Walker Board Response to AIM for their files.

5. By Dec 31, 2016: Beach Walker owner vehicle stickers; P. Greco to send Board letter to S. Mehas. Steve will distribute Board letter with two (2) stickers per owner.