

**BEACH WALKER VILLAS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**May 13, 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

**OWNERS PRESENT**

Sign in sheet on file.

**CALL TO ORDER**

Notice of the meeting was emailed to the Board on May 11, 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.

President Merrill introduced Nick Lambiase, the new Director of Amelia Island Management and welcomed him to the Beach Walker Villas meeting.

**APPROVAL OF MINUTES**

**Brad Burnette moved to approve the March 11, 2016 Board of Directors Meeting Minutes, as written; David Montgomery seconded, and the motion passed unanimously.**

**AMELIA ISLAND MANAGEMENT REPORT**

**Insurance Discussion / Approval**

Discussion ensued regarding insurance renewal for 2017, whether or not to update the appraisal which was last done in April, 2014. By statute, the appraisal has to be done every 36 months. Other local appraisals have replacement costs going up about 5%, a new appraisal will be about \$900.00 for this year and 3 more at \$400 each. The Board will wait for the new appraisal before increasing the insurance.

**\*Brad Burnette moved to have the appraisal done at a cost of \$900.00 for this year and 3 more years at \$400.00; Paul Greco seconded and the motion passed unanimously.**

**Brad Burnette moved to accept the insurance quote as submitted by A.J. Gallagher, to be adjusted based on the new appraisal; Paul Greco seconded and the motion passed unanimously.**

**CAM REPORT**

**Steve Mehas reviewed highlights from the CAM Report and addressed a few key projects below.**

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

- Walkways resurfaced on 1<sup>st</sup> floor elevator landings 2<sup>nd</sup>, 3<sup>rd</sup> floor walkways and all 16 - 1<sup>st</sup> floor balconies for C & D buildings
- All wooden louvers replaced with new aluminum material on C & D buildings east exposures
- Garage ceilings, walls and storage doors scrape, texture and painting remaining for C building

- Building C on hold for walkway and garage work until September 12 – January 31, 2017

Consulting Engineer

- Coordinate Metro warranty work on buildings A & B

Projects for consideration or in process

- Have added a monthly Rid-X treatment in an effort to assist functionality of septic system serving the pool restrooms.
- Replacement of C & D elevator cab floor tiles – waiting for Board selection of tile to be used and have covered with walk-off mats temporarily until walkway project is completed – approved materials for replacement @ D building elevator through Classic Carpets
- Pool re-marcite, received a general estimate for next winter repairs of \$141,000.00
- C & D garage storage door replacement and upgrades, partial compliance by 13 of 22 owners as of May 1st
- Walkway, garage ceilings and balconies for C building on hold until September 12 – January 31
- Major leak from an improper ice maker supply line break @ #1183, flooded that unit and #1181 as well. In the process of dry out and insurance evaluations by owner agents and repair contractors
- Consider installing stainless wall corner bumpers on the roll-up door for C & D buildings trash rooms to avoid further trash dumpster damages
- Developing new sign for entry @ pool gate detailing Rules and hours

Discussion ensued regarding the flooring for the elevator cabs. Samples were viewed, options were considered for porcelain, ceramic tile or luxury vinyl tile, ratings for each product, availability, costs, ease of replacement, installation costs, 20-year warranty on the vinyl tile. The general consensus was to install the luxury vinyl tile in the wood design @ building D first after the major construction traffic has ended.

Owner of 1191 recognized and thanked Steve Mehas for his work on the plumbing work that had been done. Discussion ensued regarding where the pipe goes and owner offered to pay for piping work in his unit. \*Steve will have the company come back with a camera to see as far back as possible to see the condition then snake back with a router.

### **Financial Report / New Owner Info Package**

Shirlene Reeves reported the financials for the month of April ended with \$50,000 to the good in operations, \$18,000 of that is outstanding receivables, unit 1172 is being auctioned at the Courthouse, one owner continues to be late with their assessments. Elevator flooring costs will come out of operating expense.

Discussion ensued regarding the New Owner Welcome Package. The Board reviewed a sample package, the Rules and Regulations and the website info will be added to the package. There was further discussion regarding adding more tabs to the website to include classifieds. \*President Merrill will draft a general information cover letter to be added to the welcome package.

### **New Nassau County Beach Ordinance**

President Merrill reported the new County Beach Ordinance which will go into effect May 30, 2016. Discussion ensued regarding the hours, walkovers, dunes, ordinance which is in effect all year and not just during turtle season and how to notify the owners of the ordinance and signage at the end of the boardwalks. \*A replica sign of the Nassau County Tourism Board will be developed and installed at the beach end of the walkover.

### **OLD BUSINESS**

#### **D Exterior EIFS, Stucco and Spall Repair Project**

Herb Hilderbrand reported the project is going very well at this time, currently working in the stairwells which is noisy and dirty, the ceilings have been textured, the center stairwell concrete is being leveled out,

still some work on the AC landings to be done, the south stairwell demolition almost done, grinding still left to be done, after all the painting is done, everything will be lightly pressured washed.

Discussion ensued regarding which surface for the garage ceilings. The Board will review photos, the costs and other Association's textured surface and then decide which product/texture. If the new texture being recommended is not feasible, popcorn or worm groove may be used rather than the new product. Begin work on Bldg. C timeline to begin September 12, 2016, based on the primary rental companies input best times, walkways work will be in November 7 through 25th and will have zero access.

Further discussion on prognosis on Bldg. D – should be done by end of May, lessons learned from Bldg. D will help with Bldg. C project. \*Paul Greco and James Thompson will draft a reminder communication to the owners of the Building C project dates will be sent out in July.

Discussion ensued regarding cash flow. President Merrill expressed concern about what has been paid and what is left to be done. \*Mr. Hambrecht (CSI) reported he will be submitting an updated report to the Board to include the louvers project, what has been done on Bldg. D project and what is to be done on Bldg. C. in an effort to reconcile the project costs to date. It was stated that about 66% has been paid on Bldg. D. The Board doesn't want to use up all the cash on hand and may need to borrow at some time next year to complete Bldg. C. This has been planned per the 2016 budget.

Unit 1120 had water intrusion issue – windows are being replaced.

#### **C & D Garage Storage Door Update**

Discussion ensued regarding the storage doors project, the doors will be painted, many have been done and still 7 to be done. \*The owner of 1160 will be notified by letter that it will be cleaned out and a sheet of plywood painted and placed on it if not corrected soon. Paul Greco offered to draft this letter.

#### **AIPCA Parking Project**

Paul Greco reported on the detail parking situation for Beach Walker. Discussion ensued regarding the draft communication to be sent to AIPCA regarding no excess parking at Beach Walker and certain times of the year when parking is more of an issue. The Board agreed that the letter should be sent to AIPCA.

#### **NEW BUSINESS**

##### **Pool Maintenance and Security**

Discussion ensued regarding the bid for re-marcing the pool, need to have it done and the availability money to pay for it. \*Steve will get a second bid and bring back to the Board and give to Wet Engineering to review.

Discussion ensued regarding the pool furniture, whether to replace everything or repair the current pieces. The Board decided to repair and hold off replacing until next year when the major repairs are completed.

Discussion ensued regarding hiring a lifeguard for holidays and hiring Security for these heavy holiday times, possible liability for hiring a lifeguard and how to identify Beach Walker guests. AIPCA will be revising the parking pass with identification information. Steve Mehas will contact a Security company to be hired during July 4<sup>th</sup> holiday and have information gathered from those who entered Beach Walker parking. An owner list will be supplied to the Security personnel so they will know who is entitled to use the Beach Walker parking lot.

##### **Website Photo Update**

Discussion ensued regarding getting pictures updated for the website. President Merrill will take some and others who have some pictures can send to him and he will forward to web master.

## QUESTIONS / COMMENTS

Discussion ensued regarding action items to be listed in minutes, the minutes will be sent to the Board President first for review and he will send to the Board for their review and back to the President who will then send back to the administrative assistant for final revision and then post to website.

Discussion ensued regarding keeping golf carts off the bridge to Buildings A and B. \*A second bollard is to be installed to block cart access.

An owner asked if the A-south closet was cleaned out - yes and the code was given. An additional lock is to be added on the A-north upstairs closet.

The next Board meeting will be Friday, August 19, 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; Paul Greco seconded and the meeting adjourned at 11:53a.m.**

Respectfully submitted,

*Taylor Merrill*

Taylor Merrill,  
President

TM/jk  
Attachments

\* Indicates action items

### Action Item Summary

1. Insurance appraisal....Stephan
2. Building A&B plumbing work...Stephan
3. New Owner Cover Letter....Taylor
4. Nassau County Beach Ordinance Sign...Stephan
5. Building C project reminder letter...Jim/Paul
6. Renovation cash flow summary....Jason
7. 1160 garage door reminder letter....Paul
8. Second bid for pool remarketing...Stephan
9. Bollard installation at A&B bridge...Stephan