

## Beachwalk HOA Meeting Minutes – July 2015

Board members present: Pat Brennan, Tom Moffitt, Gary Stickley, Joe Truelove, and Bill Bryan.

Committee members present: Maintenance: Joe Truelove and Mike Gentile;

ACC: Don Morrow and Bill Bryan

Stormwater System (SWS): Jim Craig, Dan Church, and Bill Bryan

Homeowners present: Bill Mahon, Kate Shorten, and Jerry Shorten.

Network Realty Representative present: Cindy Snead.

Call to order was executed at 4:00 PM, July 14, 2015 at the Beachwalk Clubhouse.

Pat (President) asked the HOA Board Minutes for the month of June 2015 be accepted as submitted by Bill. Tom made the motion the minutes be accepted as submitted; the motion was seconded and approved unanimously.

Pat asked the financial reports (Joe's and Cindy's) for the month of May and June 2015 be discussed. Cindy reported the building deposits totaled \$3,000 (from the three newly built homes) and were properly categorized in her financial report. Pat noted the proposed FY16 budget mirrored the FY15 budget, with all items looking reasonable. Cindy noted the phone expenditures were not as high as reported, with Joe correcting the report.

Bill noted he had researched the cost of replacement of the pool pump motors and found that Duke Energy has a program whereby they will rebate us \$300 per motor if we replace them with an Energy Star, high efficiency, variable-speed motor. Bill further noted we should consider this alternative when our pump motors are irreparably worn; Joe concurred.

Pat stated she found the clubhouse barstools were budgeted for FY16, which were deferred in FY15. She further stated the social committee was asked to purchase these barstools this past year, but was told by them that this task was not their responsibility. Joe posited we should approach the social committee again to ask them to purchase the barstools and other items for the clubhouse; everyone concurred.

Joe informed us he would have the FY16 preliminary budget ready for submittal to the board for our next monthly board meeting. Since the annual meeting is scheduled for October 10, 2015 the budget must be presented to the board by August 11, 2015 (our next monthly board meeting). The board will then have 30 days from August 11, 2016 (September 10, 2015) to disseminate the budget to the homeowners for review.

Pat noted all items whose purchase and/or funding in FY15 were deferred at last year's annual meeting should be placed back into the agenda for another vote in this year's annual meeting. Joe stated he would place all items back into the proposed budget and allow the homeowners to vote on whether or not to purchase and/or fund these items.

Joe asked if the website should be entered into the budget as a line item, and if so, what would that number be. Bill responded he searched for two types of website vendors to find their prices and services. The first type were local vendors who designed/built/hosted websites and the second type were national vendors who specialized in HOA websites. Bill further stated he found the lowest cost, averaged over a 10 year period, would be a local vendor who will build the website for \$1,500 and host it for \$10 per month. This amount, amortized over a 10-year period would be \$270 per year.

Much discussion then ensued about how much the website would be used. Some felt that a website was useless, while others felt it added value to the community and offered a conduit for the flow of information to the homeowners. It was finally decided to put the item of the website up for a vote at our next annual meeting, and allow the homeowners to determine whether or not we need/would use a website.

## Committee Reports

### Stormwater Committee

Jim noted he, Dan, and Bill visited Cape Fear Engineering to go over revisions the SWS committee felt were necessary for the project to stay within budget. He further noted CFE was receptive to our revisions and understood our motivation to work within our fixed budget. He stated Bill would give a further detailed report of the visit after his report on the rest of the project, notably, the vegetation growing in the D1 ditch (inlet ditch into Beachwalk) and the felling of the Leyland Cyprus trees at 118 Settlers Lane.

Jim posited the felling of the trees should be performed now, with the installation of the sod after the completion of construction. He stated if the sod were placed in the area now, it would be destroyed by the equipment which will be resident within the ditch during the construction phase.

The felling of the trees initiated much discussion about its merits/demerits. Some felt the felling of the trees now would precipitate more erosion of the banks into the ditch, whereas some felt the felling would allow sunshine to promote grass to grow on the banks, thus retarding the erosion. After much discussion, it was decided to top the trees, which would eliminate their propensity to fall during a severe storm event (e.g., hurricane).

Joe asked the timeframe for the beginning of construction, to which Jim responded “six months.” Joe inquired why the long timeframe wherein Bill introduced a Gantt chart showing the progress of the project and the justification of the six months until construction. Bill noted DENR will require three months for its approval of our proposed plan revisions (which may culminate into a plan modification, which could delay the project another month). Joe inquired about the fast track of DENR to which Bill responded the board would need to approve another \$3,500 additional to save 60 days of approval time. Bill stated the expenditure was unwise, but deferred this decision to the board.

The Gantt chart shows that from October 19, 2014 to present, the time spent “awaiting action by others” is 90%, where “action taken by SWS Committee” was 10%. Clearly, the SWS Committee

has reacted responsively to its duties and has been frustrated as much as anyone about the time required by actions of other entities.

Bill gave a verbal report of the meeting with Cape Fear Engineering held at 9AM on July 14 (the same day as the July monthly meeting). Bill noted there had been an unexpected two week delay in the project due to a one week vacation by the lead engineer at CFE, followed by a one week vacation by a vital member of the SWS Committee. However, the project is back on track now, and should be ready for submittal to DENR within two to three weeks.

Bill stated the SWS Committee met on several occasions to try to revise the proposed CFE plans in an effort to reduce the cost of the project, thus ensuring we stay without our allotted budget. Each element in the SWS was analyzed for the best remedy for not only savings in cost, but for lowest maintenance cost, longest times between maintenance events, and greatest flow of water. Dan generated a spreadsheet of the SWS Committee revisions and Bill reduced it to typewritten form for documentation to be given to CFE. At the meeting with CFE, Dan, Jim, and Bill went through each element and explained the rationale for revising the CFE proposed design; the lead engineer at CFE agreed our revisions were reasonable and, in fact, improved the flow of water into, between, and out of the ponds. The lead engineer accepted all revisions and informed us he would begin to implement them as soon as his schedule would allow. Overall, the SWS Committee left the CFE meeting with optimism the project will be highly successful and within the original budget. However, since we have no final drawings to present to our potential construction contractors, the final cost of construction is unknown at this time. We should know about the cost of construction within two to three months.

The discussion came back around to the trees behind 118 Settlers Lane and the danger they pose to flooding the subdivision if a severe storm event occurred (e.g. hurricane). After each person stated his/her position on the matter of the trees, Gary made a motion that the trees be topped to prevent such an occurrence. A vote was taken to top the trees around six feet (from the top) and the vote was affirmative with one abstention. The SWS will ensure the trees are felled by the August monthly meeting.

Jim stated the ditches are not being sprayed for alligator weed (which impedes the flow of water). Cindy responded she would ask our vendor to ensure the ditches and ponds are sprayed with chemicals to kill the alligator weed as soon as possible.

Jim also noted there is a dead tree planted on a homeowner's lot which overhangs the D1 ditch. Mike asked Bill if he would talk to the homeowner and inform him of this problem, and seek a remedy mutually agreeable to both the homeowner and Beachwalk.

The topic reverted back to the revisions recommended by the SWS Committee when Joe asked Bill to give a report on the SWS Committee meeting with Cape Fear Engineering. Bill stated the SWS Committee met several times to discuss methods and ways to cut cost of the project while enhancing it. He detailed the revisions to each element and explained why each revision was proposed. He stated Cape Fear Engineering accepted all revisions without hesitation.

### Update on the Architectural Control Committee (ACC)

Don stated he had a meeting with the construction contractor who is building the Erwin house. Bricks, roofing shingles, and other building materials are on site and ready for installation.

Don noted a homeowner presented an application for the addition of a satellite dish. He stated he sent the application to Pat for approval. Pat, with Bill's help, crafted a letter to Don stating the ACC protocol for approvals for modifications to architecture, to which Don took exception. Don's viewpoint was the simple application of a satellite dish should be straightforward and receive immediate approval. Joe responded we need ACC Guidelines which would allow for this, but we do not as yet have the guidelines. Pat stated that Beachwalk Covenants states the ACC is chartered to develop guidelines, yet these have not been begun to date.

Don responded the homeowner circumvented the process and installed his dish without prior approval. Bill noted the guidelines would include immediate approval for things like the installation of satellite dishes as long as they were on the back half of the house, or at the rear of the house, not noticeable from the road; Pat and Joe agreed.

Don again stated his reluctance to generate the guidelines but stated he would begin them by next month's monthly meeting. Bill asked Don the reason for his reluctance since Don was enthusiastic about them just at our last monthly meeting. Don responded he was reluctant to generate the guidelines due to enforcement. Joe responded the enforcement of the guidelines was a separate issue, and the guidelines should be generated per our Covenants; Don agreed.

### Landscaping Committee

Scott Garwicki was not present at the meeting to represent the landscaping committee. Pat stated she, Gary, and Bill met with Landscapes Unlimited to view the clubhouse grounds for plant beds, plants, trees, and grass. LU agreed the common area around the clubhouse was lacking in maintenance upkeep and needed additional work to bring it up to standards. Gary was highly detailed in his review of the lack of proper workmanship, to which LU agreed to rectify.

### Update on Maintenance Committee

Joe stated he listed all maintenance items on next year's budget, and the total cost of maintenance for Beachwalk was approximately the same amount as last year's. Joe also stated the maintenance on the sidewalk around the clubhouse/pool would not be performed until after the close of the pool season (after September 30).

Pat noted she had received complaints about some homeowners who had left their personal pool items inside the pool area only to find them missing the next day. Everyone agreed the HOA is not responsible for the losses of the homeowners, and homeowners should be more diligent in protecting/policing their own personal property.

Update on Meeting between Kure Beach, Kure Dunes, and Beachwalk

Tom stated he was awaiting the final design of the Stormwater System and approval from DENR before he can approach the town. He further stated that this would initiate another round of talks amongst the three entities and would better define the work the town would perform for Beachwalk.

Unfinished Business

No unfinished business was presented.

New Business

No new business was presented.

Meeting Adjourned

A vote was taken to adjourn the meeting at 6:00 PM; the vote was unanimously affirmative.

Next Meeting will be at 4:00 PM Tuesday, August 11, 2015 at the clubhouse. Homeowners are encouraged to attend this meeting to watch their board in action.



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Submitted by: Bill Bryan, Secretary  
Beachwalk HOA Board of Directors

2015-08-11  
Date

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Approved by: Pat Brennan, President  
Beachwalk HOA Board of Directors

2015-08-11  
Date

Attachments:

1. Beachwalk Operating Budget FY15/FY16 (1 Page)
2. FY16 Budget Notes (1 Page)
3. Cost to Build and Maintain Website (Local Vendors) (1 Page)
4. Cost to Build and Maintain Website (HOA Vendors) (1 Page)
5. Gantt Chart of SWS Events (1 Page)
6. Stormwater Committee Report (1 Page)