

## **Beachwalk BOD Hybrid Executive Session Meeting Minutes – July 15, 2020**

Board members present: Bill Bryan, Megan Garrett, and Don Morrow

Additional participants: Lee Brennan, Pat, Brennan, Gail Morris, and Gene Lisewsky

Cindy Snead from Network Realty was in attendance and hosted the Zoom meeting.

Meeting was conducted over Zoom and began with all BOD attendees noted at 1605.

Agenda for the meeting: Gail and Gene will update on Committee items and then administrative/personnel items will be discussed after non-BOD members depart the meeting.

### **Stormwater:**

Bill Explained: NCDEQ has delegated responsibility for enforcement of stormwater to towns and TOKB has pushed responsibility down to a committee made of members of the HOAs. Jim Craig and Dan Church will initially be involved in this committee. Our stormwater system is supposed to be certified every 6 months. We have never done this but it looks like we will have to start. The larger committee that has been created by the team does not appear to have much technical ability but will be doing as instructed by the town. Bill has been communicating with TOKB with information for our HOA's members to the committee.

Don asked if the stormwater study (LDSI report) done by the TOKB was in line with our expectations of areas of study. A letter has been sent by Bill to TOKB indicating that Beachwalk does not want any additional water from outside the HOA as it will exceed our permit. This and other concerns were raised in the letter to the TOKB in response to the results shared from their study. TOKB has not responded to our letter to date.

Bill believes the stormwater issue may require future legal action to stop additional stormwater being added to our system.

### **Roof Replacements:**

Gene has provided 5 quotes from 4 different contractors for replacing roofs of the Clubhouse, Mailboxes, and Cabana. Gene got information on a myriad of factors including number of jobs done in the area, warranties, references, and other information to make sure comparisons were being made "apples to apples". Maintenance Committee's recommendation is to go with House FX. They are the lowest price but have also proved to provide good workmanship based on Gene's research. Don has had good experience with Allstate. Allstate's price is about \$2,100 more expensive than House FX. Allstate offers a 5 year warranty and House FX offers a 10 year warranty. Neither Allstate nor House FX require a deposit.

Discussion ensued between the BOD members. Don prefers to rely on his own past experience and would be comfortable relying on Allstate rather than trust the roofing to a newer company. Megan prefers to go with Gene's recommendation as she does not have background in this type of work and Gene's research appears to be thorough. Bill also thinks Gene's research leads him to vote for House FX.

Decision: BOD decides to go with House FX at a vote of 2 to 1.

#### Other Maintenance Report:

Refrigerator has been sanded and repainted. Pool motor has been refurbished and is stored as a backup. Concrete in front of mailboxes has been pressure washed. Detailed Maintenance Committee report can be found on website.

#### Landscaping Committee Update:

Rick Morton has resigned from the Committee. Pat Brennan has stepped up to serve on the Committee. Yard-Nique has terminated service and we have withheld payments for work not done by them. Landscapes Unlimited is now serving Beachwalk and have been performing various services since starting. See attached reports from May, June and July for more details. Plantings at South Entrance and Flagpoles were delayed but now completed (delay was due to repairs to irrigation). Landscaping Committee submitted request to replace controller of irrigation system. BOD response indicated that this type of request needed to come from the Maintenance Committee due to where funds are budgeted. Maintenance Committee has stated that they are not responsible for irrigation. This issue is left with the BOD and will be discussed at the second portion of this meeting.

Non-BOD members left the meeting at 4:47 and Executive Session was begun.

#### BOD Vacancies:

Two Directors have resigned. Our founding documents require 5 members and that vacancies be filled promptly. This is the first opportunity for the remaining BOD to meet on this topic. Lee Brennan has expressed interest in volunteering to Chair a Nominating Committee that would seek out interested people.

Discussion ensued about the ability to hold an Annual Meeting and that the pandemic may be justification to hold a vote by mailed ballot rather than in person meeting as traditionally done.

Section 4.4, paragraph b was reviewed. The language regarding length of term for backfilling Directors was agreed to be confusing by all present, however, the

interpretation is that newly elected Directors will serve terms equal to the remainder of the Directors' seats they are backfilling.

Current action: Appoint Lee the Chair of Nomination Committee. Bill, Cindy, and Megan will look at when terms were meant to end for Mike and George and report back by Friday (17 July) afternoon. Newly elected Directors will serve terms equal to the remainder of the Directors' seats they are backfilling.

#### Budget Proposal in Advance of Annual Meeting:

A proposed budget is supposed to be presented to homeowners 60 days in advance of the Annual Meeting (meeting scheduled 24 October).

Current Action: In lieu of vacant Treasurer position, Cindy will prepare and send a proposed budget for BOD to review by 1 August.

#### Funds for Roofing:

BOD unanimously approved funds for roof replacements as proposed by Maintenance Committee by House FX. These funds are to be taken from remaining Common Area Maintenance budget until depleted (minus current maintenance projects planned by the Maintenance Committee for this year) and then from Reserves for remainder. Bill to get expected start date and schedule from Gene.

#### Irrigation Control repair previously requested by the Landscape Committee:

Suggestion is for Gail to be temporarily a member of the Maintenance Committee for this specific project. Since funding for this should come from Common Area Maintenance, and Gene is Chair of Maintenance Committee, Gene will be able to delegate any activities necessary for execution of this project to Gail but will ultimately have responsibility to manage the budget of this Committee.

Meeting was adjourned at 5:37 PM.

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Submitted by: Megan Garrett, Secretary  
Beachwalk HOA Board of Directors

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Approved by: Bill Bryan, President  
Beachwalk HOA Board of Directors

## **Beachwalk BOD Meeting**

**May 12, 2020**

### **Landscaping Committee Report**

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- Yard-Nique terminated the Contract with Beachwalk effective April 30, 2020.
- Yard-Nique did not perform General Pruning or Turf Applications of fertilizer, pre- & post-emergent herbicides and weed control in April. The board is deciding on payment to Yard-Nique.
- Landscapes Unlimited has accepted the Contract effective May 1, 2020 through December 31, 2022. They are currently scheduling pruning and turf treatments.
- Rick Morton resigned as Chairman of the Landscaping Committee. The BW BOD accepted his resignation.
- Pat Brennan volunteered to serve on the Landscaping Committee. We thank you and welcome you Pat. We look forward to working with you.

Gail Morris, Member

Bill Bryan, Member

## **Beachwalk BOD Meeting**

**June 9, 2020**

### **Landscaping Committee Report**

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- Due to lack of services by Yard-Nique (Prunings and Turf Applications), monies were withheld in February and April.
- Landscapes Unlimited is currently servicing Beachwalk.
- They performed turf applications of fertilizer, herbicides/weed control and insecticide. The application of insecticide (originally scheduled for June) was performed in May as Landscapes Unlimited identified chinch bug and spittlebug in the turf. They also had a technician out on June 1<sup>st</sup> spraying for weeds in cracks (curbs, walkways, driveways, etc.).
- Landscapes Unlimited is currently performing General Pruning (scheduled for May). The extension for performing this service in June was previously agreed upon by both parties.
- The Landscaping Committee submitted a Request For Funding for necessary irrigation system repairs at the south entrance and the south side of the clubhouse. The board approved the request. Landscapes Unlimited performed this work, however the controller on the wall behind the south entrance is not functioning. Landscapes Unlimited will test it to make sure there is power at the outlet.
- Due to the necessary repairs to the irrigation system, the plantings were pushed out from mid-May. They have been installed at the south entrance and are scheduled to be installed around the flagpoles.

Gail Morris, Member

Pat Brennan, Member

Bill Bryan, Member

## **Beachwalk BOD Meeting**

**July 15, 2020**

### **Landscaping Committee Report**

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- Landscapes Unlimited is currently servicing Beachwalk. They completed the General Pruning that was originally scheduled for May and was extended with authorization through June.
- They are schedule to perform turf application 4 (fertilizer, post-emergent herbicide & weed control) this month. In addition, they sprayed for dollar weed in D5.
- The irrigation repairs at the south entrance wall and the south side of the clubhouse were completed by Landscapes Unlimited at the cost of \$658.75.
- The Landscaping Committee submitted a Request For Funding for \$188.62 to replace the Irrigation Controller at the south entrance which is not functioning. Landscapes Unlimited ensured there is power at the outlet and isolated the problem to the controller. Being that Cindy was off for one week the Landscaping Committee decided this could not wait for her to return and offered their assistance in getting this done as the plants at the south location were in need of water. The board informed the Landscaping Committee that they are not authorized to handle or arrange for repairs. The request must come from the Maintenance Committee and since the amount is less than \$500, it does not require BOD approval. The Maintenance Committee clearly and emphatically stated they are not involved in irrigation matters, either by coordination or repairs. The Landscaping Committee withdrew their offer of assistance in this matter. Future requests for irrigation repairs will be submitted to the BW BOD for action.

Gail Morris, Member

Pat Brennan, Member

Bill Bryan, Member