

**MINUTES OF THE REGULAR MEETING
OF THE TOWNHOUSE COMMITTEE
Sand Dollar Beach Homeowners Association
August 7, 2020**

Call to Order:

The meeting was held via Zoom video conference. Present were Committee members Zonia Waldon, Whitney Denson and Brent Tucker. Also present was Amy King, Certified Community Association Manager and Hannah Carpenter, Portfolio Manager, representing King Management and homeowners Jim Klein, Cynthia Haines, Kate Breuleux, Chris & Cecile Seams, Jerry Moore, Alicia Reitman, and Daneen & Gene Matts. The meeting was called to order by Chair Brent Tucker at 8:35AM.

Approve Minutes – June 5, 2020:

It was moved (Zonia) and seconded (Whitney) to approve the Townhouse Committee minutes from the June 5, 2020 meetings as distributed. Motion carried; 3/0.

Stairway Project Update:

Brent Tucker reported he is continuing to work with Ken Hart, although the County is only partially open and moving slowly due to the Shelter in Place. The process due to Covid-19 with the County has been very slow regarding responses and progress. One of the next requirements from the County will be that the seven owners will be required to file a Notice of Geological Hazards, Acceptance of Risk and Liability Release Deed. Brent will contact past Chair John Pinherro to assist us in connecting with those seven owners to discuss this requirement and move the issue forward. The restriction deed will have to be signed and filed by all for the final permit issuance.

Volger Construction Bill Approval:

Brent worked with Volger Construction to have repairs made to 715 & 733. It was moved (Zonia) and seconded (Whitney) to approve the Volger Construction invoice for \$800 for spot repairs made to lots 68 & 71, contingent upon the repairs being done by the end of August. Motion carried; 3/0.

Exterior repairs are being done in preparation of the 2021 and 2022 repaint project. The Committee will discuss paint colors, timing, and the budgeted amount for this paint project in 2021-2022 budget discussion this fall.

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Review Termite & Beetle Fumigation Bid – O2 Termite:

Whitney Denson and Cynthia Haines presented a bid provided by O2 Termite to treat the townhomes for dry wood termites. O2 Termite's suggestion is to fumigate the three separate buildings for \$45,600. O2 Termite also supplied an estimate to inspect the exterior of each unit for \$1900. The Committee welcomed member Comment; some members noted termites or boring beetles in their home while other members noted no pests or damage. Brent stated he was not expecting a three-building fumigation bid, rather a bid to obtain an exterior inspection of only the townhomes from O2 Termite as approved by the motion in the 6/5/20 meeting minutes.

The Board will further review the \$1,900 bid to inspect each exterior unit of the townhomes at the next Committee meeting. The Sand Dollar Beach CC&R's do state that it is the owner's responsibility to manage, repair and treat damage caused by wood destroying organisms. Spot treatment is encouraged to reduce spread as soon as detected by all owners. The townhomes were fumigated 20 years ago, and it was reported that it did not take. The three-story buildings with large air space underneath make for a less than ideal treatment success.

The Committee briefly discussed the lack of funds available to fumigate and the fact that a special assessment would be required. It was moved (Zonia) and seconded (Brent) not to fumigate and to have owners spot treat for interior pests as necessary. Motion carried; 2/1. Whitney opposed.

Irrigated Planters on Concrete Cantilevered Driveway:

Brent Tucker reported that Hannah Carpenter with King Management worked diligently to solicit bids with a structural engineer to review the cantilevered driveways. Unfortunately, no structural engineers were available or willing to take on the job in a timely manner. There is concern about water intrusion damaging the concrete steel structure and shortening the structures lifespan. Owner comment was welcomed at this time; 767 and 773 have both removed their carport spickets as a safety precaution. It was suggested that owners consider doing the same. It is the Townhouse Committee's responsibility to monitor "including measures to direct water away from structures and foundations to prevent damage" per section 6.01 "Maintenance Repair and Replacement, Row 1 & 2".

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Brent Tucker recommends the Townhouse Committee not allow any permanent irrigated plants or hoses on the driveways and discuss sealing the concrete at the next

meeting. It was moved (Brent) and seconded (Zonia) to not allow any permanent long-term placement or installation of anything on the Townhouse cantilevered cement structure including but not limited to; planters, pots, irrigation, exposed plumbing parts, pipes or hoses. Motion carried; 2/1. Whitney opposed. Zonia voiced concern of water intrusion into her living area from permanent planters that are currently placed on the cantilevered driveways.

Open Forum:

None.

Adjournment:

There being no further business before the Committee, and no objections raised, it was moved (Zonia) and seconded (Whitney) to adjourn the meeting at 9:40AM. Motion carried; 3/0.

Secretary Pro tempore
Hannah Carpenter
Portfolio Manager