

SUMMER HOUSE  
HILTON HEAD ISLAND  
CONDOMINIUM ASSOCIATION, INC.

**BOARD MEETING – JUNE 27, 2018**

Meeting called to order at 4:04 p.m. at The Summer House Clubhouse meeting room.

**ATTENDEES:** David Benedict, *President*; Cindy Taylor, *Treasurer*; Jeff Rockett, *Member at Large*; Marsha Garrett, *Property Manager*, *Absent*: Jim Kroll, *Vice President*;

**HOMEOWNERS ATTENDING:**

Les Taylor, D18; D. Ernest Walker J18, Richard Schulman J14

**OLD BUSINESS:**

The minutes of the May meeting were approved.

**ACTION ITEM LIST:**

Owner Debt Concern: A new court date has been scheduled in a higher court, Scott will notify the Board.

**Action:** Scott Wild, Kevin Quat and PM will attend.

**Pine Straw/Landscaping:** The pine straw has been installed and the sod will be placed on hold until the after the construction to the area between B & C buildings.

**Action:** The sod will be installed after the construction is completed.

**Bench between A and B:** The bench has been ordered and should arrive within the next two weeks.

**Action:** When it arrives, Mark will set it up between A & B buildings.

**New Bike Rack:** The bikes have been tagged and an extension date was given to have them removed within the next couple of weeks.

**Action:** Bikes need to be removed and relocated before the construction starts on the "B" building.

**Gate to Compactor:** Mark is working on designing and pricing out a door and electronic keypad for the door.

**Action:** Bikes not tagged within two weeks, will be considered abandoned and removed.

**Concrete Improvements around the pool area and two gravel walkway replacements:**

**Action:** Per the Board a hold on the sidewalks and pool areas until after the construction is completed.

**Non-operable sprinkler head:** Inoperable sprinkler head found in unit due to homeowner neglect.

**Action:** At March meeting, unanimous approval was given to replace the sprinkler head this one time. If this happens again in this unit it will be the homeowners' responsibility and replacement will be mandatory. When the homeowner is back in town the replacement sprinkler head will be scheduled.

**Damaged Front Gate:** PM contacted the homeowner regarding the two invoices in the amount of \$2,175.00 for the repairs. The homeowners are going to take the tenant to court for payment. The Board agreed to give the homeowners 60-days to receive payment for the repairs to the damaged gate.

**New Cameras:** The Board approved the proposal from Custom Security to upgrade the camera system with new higher resolution cameras and a new license plate camera. The total cost for the upgrade is \$5,955. The funds in the amount of \$6,000 will be used from the Reserve fund.

## **FINANCIALS**

### **Variances:**

- Income year-to-date, everything looks great with a large positive variance of \$29,269.29. 30070-Misc Income line item has \$10,000 related to the 2017 carry-over check for tree trimming and \$19,859.06 is due to unbudgeted interest income (income account 30090).
- 40180-Telephone expense line item is over budget by at least \$80 each month. Cindy and Marsha will explore the reasons-did the monthly bill increase that much since last year?
- 50050-Exterior Building expense, \$8,450 to be moved to 50110-Landscaping. This is related to the 2017 carry-over check for pine straw.
- 50200-Community Improvements expense, \$1627.05 to be moved to 50120-Life Safety. This is related to the 2017 carry-over check, amount \$1,500, for the AED.
- 70000-Insurance expense line item: the unfavorable year-to-date variance is due to paying the entire yearly premium for all but flood insurance in May.
- 80030-Gas, Common Area expense line item: the unfavorable year-to-date variance is due to multiple deliveries in the month of April.

### **Lawsuit Accounts:**

- \$1,100,000 of Coastal States CDARS 7027 was rolled over with decreased interest rate from 1.57% to 1.30%.
- The remaining \$333,000 was transferred to CDARS Sweep 2378 in anticipation of a \$140,000 payment to the architect due in late July.

### **Capital Reserve Accounts:**

- \$15,000 was transferred from TD Reserve II 8071 to TD Reserve 2735 to allow enough in account 2735 for Kevin to write capital reserve purchase checks for the laptop, lagoon pump, fitness bikes and lounge chairs to be paid in June.
- There are still CY 2018 funds (\$76,999) for the following items from the reserve study: security cameras, painting of building trim, sealcoat asphalt and paving repair patchwork, clubhouse (furniture, window treatments), fitness room (painting, window treatments, floor) and sidewalk repair. Several items will probably be postponed until the remediation is complete.

### **DISCUSSION:**

**Drainage:** The drainage project is due to start by mid-July. The main purpose is to perform maintenance on the existing swales throughout the community. A few points to the construction project include catch basins to direct the water flow off the roof into gutters and downspouts. There was a discussion about installing gutter guards. If gutter guards are installed in the new gutters, a scheduled quarterly or annual maintenance would need to be considered. The option for the gutter guards does not have to be made at this time, per Peter Sherratt (Architect).

**Parking Passes:** Discussed new design in parking passes. The new parking decals will be displayed on the front left side of the windshields once received. There will be two different colors, one for owners and the other for tenants. The issue of the guest parking pass is still a concern. Once the new parking decals are issued, Coastal Security will be able to perform their services more accurately with being able to locate the parking decals. There needs to be a way that residents can obtain a guest parking pass afterhours and the weekend if needed. Parking is becoming a greater issue with residents having guests visiting and parking anywhere on the property. PM expressed that in other regimes, once all residents are notified and provide the new parking decals, no warnings will be given to the residents. It will be an automatic tow at their expense. Signage can be posted throughout the community. Most regimes require all residents to request a guest parking pass during normal office hours.

**Meeting adjourned at 5:57pm**