**Board of Directors**

**Minutes**

**Present Members:** Dennis Foley, Bob Holmes, Dave Humphrey, Rachel Jackson, Dick Jaynes, Don Manak, Kevin McMahon, Fred Reichenbach, Karl Sneed, Stan Snell, Joe Strivieri, and Jay Wiendl

**Absent Members:** Kathi Blakey, Bill Devine, Richard Grimm, Bob Heim, Kim Lutian, Robert Moonen, Joe Nahman, Susan Roman, Ben Smith

**Present Staff:** Sally Warren, Meredith Elmore, Lawrence Alexander

**Others Present:** Todd Theodore

**Date:** January 16, 2020

**I. Roll Call**

The meeting was called to order at 4:00 p.m. A quorum was established.

**II. Prior Minutes**

The minutes of the prior meeting were reviewed and approved as written.

**III. North Forest Beach Access**

Mrs. Warren reported that the Executive Committee, at its prior meeting, endorsed a proposal from Wood and Partners to study the beach walkway/shower area. Todd Theodore, of Wood and Partners, addressed attendees regarding ideas to improve the beach walkway area and options for North Forest Beach. Discussion followed regarding related Town regulations, etc.

**IV. Financial Report**

Mrs. Warren reported that total income through December of 2019 was $282,587.32 ahead of budget as a result of strong decal sales, plus Uber and Lyft, totaling $371,588.41. Also included were proceeds from cable franchise payments, excellent access fees of $109,600.00 and enhancement income of $184,252.30. She stated that the total receivable for 2019 was $4,199.70, which was less than 1% of the annual billing of $1,942,568.00. She reported that security expenses through December were 4.5% below budget for the year, but noted that security was currently in need of two additional employees. She stated that landscape costs through December were 3% below budget, noting that palm trimming costs were pending. She went on to report that general administration costs through December were 3% below budget. She also stated that general maintenance costs through December were $9,768.34 below budget, with a pending drainage project from the washout on Cordillo in process. She stated that Beach Club expenses through December were 2% below budget for 2019, as leases and contracts were over as a result of dumpster frequency increases. In closing, she stated that enhancement income through December was $184,252.30, which was $8,525.35 below 2018.

**V. Old Business**

1. **Valencia Bridge**

Mrs. Warren updated attendees regarding the condition of the pedestrian bridges on Valencia Road, and reminded them of the recommendation that the bridges need to be addressed within the next year to year and a half. Mr. Strivieri detailed the necessary work for the first bridge and noted that repairs were scheduled to begin the following week. He went on to detail the scope of work needed on the second bridge, but noted that it would be scheduled at a later date. Brief discussion followed regarding the condition of each bridge.

1. **Storm Drainage**

Mrs. Warren reported on poor storm drainage complaints. She reported that this occurred due to an issue with one of Wexford’s pumps. Discussion followed regarding storm water utility submissions for 2019, and Mrs. Warren noted there were very few submissions.

**VI. New Business**

1. **Storm Damage**

Mrs. Warren reported on recent changes to the ARB guidelines, including applications and fee structures. She thanked Mr. Strivieri for completing the project, and noted that the revised document was recorded with the Town as required.

1. **Upcoming Paving**

Mrs. Warren reported that the paving project, between the parkway gate and dispatch, would begin within the next few months.

1. **Annual Meeting Preparations**

Mrs. Warren reported that the Annual Meeting would be held on Tuesday, March 10th at 4pm at the Sonesta Resort. She stated that David Johnson, U.S. 278 Gateway Corridor Committee Chairman, would be the guest speaker.

Ms. Elmore circulated a notice regarding expiring board seats and asked that all new directors be reported by February 26th.

1. **Security Update**

Chief Alexander presented a brief security update, highlighting that 2019 was a very safe year overall in Shipyard. He shared statistics for traffic stops, warnings and ticketing in 2019. He also reported on numbers of home checks, medical calls, and other requests.

**VII. Adjournment**

Prior to adjournment, discussion was held regarding a wildlife issue.

There being no further business, the meeting was adjourned at 5:03 pm.