

**BAY POINT COMMUNITY ASSOCIATION  
REGULAR MEETING OF THE BOARD  
MONDAY, July 12, 2021 AT 5:30 PM  
BPCA CONFERENCE ROOM  
MINUTES**

**IN ATTENDANCE:**

Jo Ann Day, Samantha Dring, Dan Matthews, Walt Rankin, Anita Scott and Jen Shook

**In Attendance by Phone:**

Doug Arent, Linda Corcoran, Kevin Lynn, MVC, Catherine Seltzer-Mitchell

**Also in Attendance:**

John Townsend, Esq., Debra Haydn, GM & Recording Secretary, and David Renneker  
Comptroller

**PLEDGE OF ALLEGIANCE:**

Dan Matthews invited the Board, and all in attendance, to stand and recite the Pledge of Allegiance.

**CALL TO ORDER:**

Dan Matthews called the meeting to order at 5:30 PM.

**MEETING RECORDED BY:**

Walt Rankin, audio recording, and Jen Shook, streaming live on FB

**QUORUM:**

A quorum was confirmed by Doug Arent.

**APPROVE AGENDA:**

**MOTION:** By Jo Ann Day to approve the agenda, second by Walt Rankin and unanimously approved.

**APPROVE CONSENT AGENDA:**

**MOTION:** By Jo Ann Day to approve the Consent Agenda, second by Walt Rankin and unanimously approved.

## **APPEAL**

### **555 Wahoo Rd. ARC Appeal**

Michael Burke, Esq., representing the owners of 555 Wahoo Rd. Jeffery and Candice Anderson presented their appeal to overturn the decision of the BP West ARC committee. He stated the following reasons to consideration for this decision are

- The project should be considered an outdoor recreational structure “adult play area:
- Other similar structures exist in Bay Point
- The Anderson’s neighbors approve of the structure
- The structure improves property values in the community

After extensive conversation including questions from board members a roll call vote was taken to uphold the decision of the ARC. Those voting yes were Doug Arent, Linda Corcoran, Jo Ann Day, Samantha Dring, Kevin Lynn, Anita Scott and Dan Matthews. Catherine Seltzer-Mitchell voted no, and two (2) board members abstained due to the fact they were on the ARC, Walt Rankin, and Jen Shook. The decision of the ARC was upheld by a seven to 1 vote.

### **United States Postal Service - Kaulisha Reed**

Addressed the meeting to address and support the USPS’s position on the following items

- BPCA does not own the post office at BP, and cannot change rules, process or programs mandated by the USPS
- Discussed a number of ways to add post office box numbers to parcels and letters to insure proper delivery
- USPS has a contract with UPS, FedEx and other shippers that end up delivered to USPS for final delivery and why it is important to add box numbers to addresses when shipping with those companies
- On any given day BP receives between 5,000 and 8,000 pieces of mail
- Yellow cards are required to pick up packages, when presented, this is one way to assure the rightful owner of the package is picking it up
- Everyone must have their box key to access their box. A request for post office staff to pull mail out of a box is a violation of Postal Regulations and could be cause for termination. The fee for key replacement is \$9 and \$23 for the entire lock replacement.

## **FINANCE COMMITTEE REPORT: Catherine Seltzer Mitchell**

The Finance Committee met on June 24<sup>st</sup>

- Financial statements as of May 31<sup>st</sup> were reviewed by David Renneker. Consolidated cash balances total \$2.3 million. Year to date expensed remain under budget
- The Road Impact form has been uploaded to the website an announcement has been drafted. The new process is scheduled to begin the first of August
- The Finance Committee has finalized the 2021-2022 fiscal year budget. It will be presented to the board for approval later on this agenda.

- The Committee is working on a three-year cash flow projection model. They will continue to discuss assessment, infrastructure reserve contribution, and other projections following budget approval and Resident Gate project.

## REPORTS:

### BAY POINT WEST: Catherine Seltzer Mitchell

- Annual Meeting was held July 10<sup>th</sup>, and two (2) new board members were added, Amber Green and Patty Harbin. Walt Rankin was elected Vice President, Steve Hord, President, Denise Hinds continues as Treasurer and Jen Shook, Secretary.
- ARC Liaison: Walt Rankin reported
  - Steve Hoard resigned as Chairman and Bob Murry will fill that position
  - Due to the lack of information submitted with ARC applications, the committee has no choice but deny these original requests Owners are encouraged to include as much supporting documentation, including paint chips, manufacturer's brochures with photos, full descriptions or samples of materials to be used. Once an owner supplies the needed information the application can be reviewed and approved
- Canal Liaison: David Renneker
  - There are still a few seawalls and boat lifts that are in need of repair or replacement
  - He is currently tracking the latest hurricane that appears to be a threat to BP. Updates and any emergency announcements will be posted on the BP webpage
- Community Events: Linda Corcoran - No Report
  - Dates for summer concerts will be posted on the BPCA website
- Communications: - No Report
- Governing Docs: Walt Rankin
  - The committee continue to meet and review changes to the BPCA rules & regulations
  - Meetings are scheduled on a weekly basis on Thursday at 1:00 PM
- Information & Technology: Walt Rankin - No Report
- Infrastructure Liaison: Dan Matthews
  - Drainage repairs complete at 450 Wahoo Cul-De-Sac area, road repairs in progress and landscaping planned
  - Cleaning the pond on the 14<sup>th</sup> hole has been started. Plans to blow out the drainage pipes and carry water from Amberjack into the storm water drain system on the golf course are in progress.
  - Areas to be addressed include 105, 107 Marlin Circle, excessive water accumulation in driveways; 347, 349, 350 Wahoo Road , excessive water covering

- the road in heavy rains; 906 Cobia pipes from street to hole 4 on the Meadows need to be replaced
- Various standing water issues along Wahoo Road are to be reviewed and plans to alleviate this issue
  - Bay Point Road Reno and New Resident Gate project is still in discussions between Anchor CEI (on BPCA's behalf) and GAC. The goal is to reduce costs significantly enough to allow the project to be approved by the board.
  - Bids were expected to come in between \$550,000-\$700,000. Only two bids were received for the Resident's Gate project, one for over \$1 million dollars and the second one was \$1.3 million
  - The board agreed to ask Anchor CEI, to talk with the low bidder, GAC to find ways the project can be modified to reduce costs
  - Security Liaison: Walt Rankin reported for Jim Moore
    - The golf course has requested Security to help them prevent fishing in some of the ponds. Jim Moore would like a written agreement prior to taking action. Dan Matthews said he does not want to put Security personnel into a situation where they have to make value judgements regarding who has the right to fish in these ponds
    - Jim Moore had requested funding for computer equipment for security to support a new way to write citations and check IDs at gates. Dan Matthews announced the Finance Committee decided not to include this request in the proposed budget for the coming year. This issue may be revisited at a future date.
  - Stakeholders Liaison: Doug Arent - No Report  
**MOTION:** By Walt Rankin to permanently remove Naval Support Activity from the agenda due to lack of activity, second by Doug Arent, unanimously approved.
  - Community Garden: Reggie Breault - No Report

## NEW BUSINESS:

- A. Consider Proposed FY 2021-2022 Budget (attached to minutes)  
**MOTION:** By Walt Rankin to accept the proposed 2021-2022 budget as submitted by the Finance Committee, second by Linda Corcoran, and unanimously approved.
- B. Consider FY 2021-2022 Annual Assessment  
 The Finance Committee recommends no change to the Annual Assessment for the 2021-2022 FY. Once approved, notification will be mailed to all BPCA property owners on or before September 1, 2021.  
**MOTION:** By Walt Rankin to accept the recommendation from the Finance Committee to set the 2021-2022 Annual Assessment at \$1,325.00 per door, second by Jo Ann Day and unanimously approved.
- C. Fill Board of Directors Vacancy

Dan Matthews announced that although he indicated prior to this meeting, he would entertain a nomination and vote for the person who vacated the board seat, to reinstate them at the beginning of this meeting. After further consideration, of this process he would like to follow the same practice recently used to fill two (2) vacant seats, which entails announcing the vacancy and encouraging all owners living in the seat designation to submit self-nominations and be considered for the seat. He apologized for this change in plans; however, he feels strongly it is the best practice to be consistent in this matter. Self-nominations will be accepted from all owners in the seat designated area and brought before the board for a vote at the August board meeting.

**OLD BUSINESS:**

A. Resident's Gate Update - No Report

**ADJOURNMENT:**

At 7:38 PM **MOTION:** By Jo Ann Day to adjourn, second by Walt Rankin, and unanimously approved.

Respectfully Submitted  
Doug Arent, Secretary