

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

IN ATTENDANCE:

Doug Arent, Linda Corcoran, Samantha Dring, Walt Rankin, Anita Scott, Catherine Seltzer-Mitchell, Jen Shook, and Jose Velez

In Attendance by Phone:

Jo Ann Day, Kevin Lynn, MVC

Also in Attendance:

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

PLEDGE OF ALLEGIANCE:

Samantha Dring invited the Board, and all in attendance, to stand and recite the Pledge of Allegiance.

CALL TO ORDER:

Samantha Dring called the meeting to order at 5:30 PM.

MEETING RECORDED BY:

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

QUORUM:

A quorum was confirmed by Doug Arent, Secretary.

APPROVE AGENDA:

MOTION: By Walt Rankin to amend and approve the Agenda to include BayTown Development Update to Old Business item B, second by Jose Velez and unanimously approved.

APPROVE CONSENT AGENDA:

MOTION: By Catherine Seltzer Mitchell to approve the Consent Agenda, second by Walt Rankin and unanimously approved.

FINANCE COMMITTEE REPORT: Catherine Seltzer Mitchell

The Finance Committee met on September 27th

- David Renneker reported on the financials as of August 31, 2021. Consolidated cash balances totaled \$1.9 million with a year-end projected cash balance of approximately \$1.9 million. Expenses continue to track under budget and net income broke even.
- At the time of the September committee meeting approximately 50% of the 2021-2022 annual assessment payment have been received and deposited.
- Golf Villas III has submitted a proposal for CAM and Accounting services to BPCA. The agreement will retroactively commence on October 1, pending board approval at this meeting.

MOTION: By Catherine Seltzer Mitchell to approve the management contract with Golf Villas III for CAM and Accounting services effective October 1, 2021, second by Linda Corcoran, and unanimously approved.

REPORTS:

BAY POINT WEST: Walt Rankin

Walt Rankin reported BP West had a meeting last Thursday. They are still waiting to receive an opinion letter from their attorney regarding BP West's 720 status. Denise Hindes assumed the position of Chair of the Roads & Grounds Committee. She is working on a timeline for addressing unkempt properties. Smartwebs is back in use to track these actions. Walt indicated the Appeals Committee is in need of additional members and encouraged members to participate. He mentioned the Nates waste removal contract is in the renewal stages and they are working to renew with a few adjustments. Walt ended with an overview of the Redfish flooding issue and said he was working on a solution for this issue. He indicated he would bring this issue to the next Finance committee meeting.

- ARC Liaison: Walt Rankin:
 - The committee received 19 new requests this month, of that, 17 were approved and 2 of the projects were put on hold until more information is received from the requester. There are currently 53 active projects in BP West.
- Canal Liaison: David Renneker
 - Unfortunately there was a large boat that sunk in the canal due to excessive rain and a faulty pump. The boat was recovered and has been removed from the canal for repairs. Oil leaked from the pump and David met with the Coast Guard during this event and it was cleaned up according to regulations.
 - The Marina reopening has been delayed until February.
- Community Events: Linda Corcoran
 - The 5K Turkey Trot planning is under way.
 - The Witches Ride will be October 23rd starting at 4:00 PM. The parade line-up will commence at the Dragon's Ridge Park and end on the old Meadows property with a lot of activities for families and children.
 - Trick or Treating will be on Sunday, the 31 from 5:30-8:00 PM

MOTION: By Walt Rankin (if the board has not already approved) to donate \$1,500 to the Witches Ride to be donated to the Rick Seltzer Park, second by Jen Shook and unanimously approved. Catherine Seltzer Mitchel abstained from voting on this issue.

- Governing Docs: Walt Rankin
 - The committee continues to update and revise the BPCA rules and BPW rules at their weekly meetings.
- Information & Technology: - No Report
- Infrastructure Liaison: David Renneker
 - David met with Lee Lilly to share the Infrastructure Log and to prioritize current open issue.
 - Received a quote to replace the Dragon's Ridge fence but it was not complete and did not include a quote for clearing the land and removing the old fence.
- Security Liaison: Walt Rankin for Jim Moore
 - Security is logging each truck that qualifies for a road impact fee upon entering the community; these logs will be forwarded to the BPCA Comptroller who will then invoice the owner for the fee.
 - All other security functions are operating smoothly.
- Stakeholders Liaison: Doug Arent
 - The 2022 Stakeholders Agreement to be revised early next year. A meeting of the Stakeholders could be planned at that time.
 - All members are current on dues

General Managers Report: Debra Haydn

Debra Haydn reported she continues to meet with the post office staff on a weekly basis. We are looking for one or two full-time employees to be prepared for the holidays. The Resident's RFID gate has been replaced after learning parts are no longer available because the gate is no longer manufactured due to age. BPCA had a complete spare gate in storage for an emergency so installation was the only cost associated with this change. Bar 72 is back on line and working well. The BPCA Office has a new employee, Nancy Culp, who filled the Administrative and Financial Assistant position. One of her duties will be to be our website administrator and keep it up to date, coordinate the infrastructure log and administratively support some of the associations we provide contract services for.

NEW BUSINESS:

A. New Build Road Impact Fee - Walt Rankin

A discussion regarding the best way to handle new build road impact fees was had. A number of options were discussed a motion was made to charge a onetime fee of \$2400 per new home, but was later withdrawn. This matter will need further discussion in the future.

B. Self-Nomination Process, Including A-1 Non Canal Seat

The Board discussed the process for self-nominations as directed by the governing documents. The A-1 seat, made available by the resignation of Dan Matthews, will be filled for the remainder of the 21/22 year by receiving self-nominations and a vote by the Board at the November meeting. The remaining one year in the A-1 seat rotation will be filled by accepting self-nominations as an at large candidate and placed on the ballot for election at the February 12, 2022 Annual Meeting. Notification of both positions will be announced and self-nomination forms will be distributed. Notice will be posted on the website with corresponding directions and forms for self-nominations.

A discussion regarding appointing a nominating committee was had and the following people were named to the committee: Walt Rankin, Kevin Lynn, Samantha Dring and Debra Haydn. This committee is appointed by the BPCA President so no board vote was necessary.

OLD BUSINESS:

A. Update BPCI and BayTown Catherine Seltzer Mitchell

Catherine gave a short update mainly regarding recent conversation the committee has had with David Theriaque, the land use attorney. Catherine was asked to take the lead in working with the ne Bay Town owners when it is time to enter discussions regarding their future development and participation within the BPCA community.

ADJOURNMENT:

At 7:23pm a MOTION: By Walt Rankin to adjourn, second by Jose Velez, and unanimously approved

Respectfully Submitted
Doug Arent, Secretary