

**BAY POINT COMMUNITY ASSOCIATION
REGULAR MEETING OF THE BOARD
Tuesday, November 8, 2021 AT 5:30 PM
BPCA CONFERENCE ROOM
MINUTES**

IN ATTENDANCE:

Doug Arent, Linda Corcoran, Jo Ann Day, Samantha Dring, Walt Rankin, Anita Scott, Catherine Seltzer-Mitchell, Jen Shook,

In Attendance by Phone:

Kevin Lynn, MVC, and Jose Velez

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 approved the agenda, second by Jose Velez, and unanimously approved.

APPROVE CONSENT AGENDA:

MOTION: By Catherine Seltzer Mitchell to approve the Consent Agenda, second Linda Corcoran and unanimously approved.

FINANCE COMMITTEE REPORT: Catherine Seltzer Mitchell

The Finance Committee met on November 1st

- David Renneker reported on the financials as of September 30, 2021. Consolidated cash balances totaled \$2.3 million. The committee agreed to create a monthly summary report and post it to the BPCA website. The summary report will also be provided in the Board packets for monthly meetings.
- At this time, seventy-five percent (75%) of the 2021-2022 annual assessments have been received. Late fees will be posted on December 1st.
- The annual audit is in progress and should be completed next week. The final audit report will be distributed to owners in the annual meeting packet in early January 2022.

REPORTS:

BAY POINT WEST: Walt Rankin

- ARC Liaison: Walt Rankin:
 - The committee has sixty-five (65) active projects. This past month they received approximately 28 new applications and approved twenty-three (23) of them. Applications that were not approved are lacking information or samples of materials. Once submitted, those applications should be approved.
- Canal Liaison: David Renneker
 - The Dredging permit has finally been approved! It took well over a year and a half. The next step is to identify and contract with a company to do the work.
 - The Canal Association will have its next quarterly meeting on November 9th at 3:00 PM in the BPCA Conference Room. All are invited.
 - There are no changes to seawalls and lifts.
- Community Events: Linda Corcoran
 - The Witches' ride was a success. This year starting at the park in Dragon's Ridge and ending at the old meadows golf course where food and entertainment was provided for adults and children.
 - The Turkey Trot has been canceled for this year.
 - The Market Place on the Meadows continues to be a success.
 - Planning for holiday events is in progress. Event dates will be announced soon.
- 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
 - SE Dirtworks completed two (2) large projects; one on Wahoo and the other on Barracuda Dr.
 - David met with SE Dirtworks and BPCA's engineering contractor to discuss the Resident's Gate plumbing issue. They discussed a permanent solution and will get quotes to do the repairs.

- Working to set a meeting with the water department to discuss resolving issues with repairs around manhole covers. Many of them are in need of further repair because the original work was not done appropriately.
- Quotes are in process for the clearing work needed for the Dragon's Ridge fence.
- An Infrastructure meeting is being planned for next week.
- David agreed to call a plumber to repair the toilet at the Resident's Gate.
- Security Liaison: Jim Moore
 - Security is short one full-time employee since Asem Giawashi has taken a position with the Bay County Sheriff's Department.
 - The older of the two security trucks seems to be running well and at this time there is no need to look for a replacement.
- Stakeholders Liaison: Doug Arent - No Report

General Managers Report: Debra Haydn

Debra Haydn reported she is working with several sub-associations to plan in detail their annual meetings, and navigate a special meeting to address shared common elements replacement. Work on the Master Associations plans for its annual meeting in February is ongoing. The nominating committee will review all self-nominations and give their report at the December meeting.

NEW BUSINESS:

A. Fill Vacant Board of Directors Seat (A-1, Expires 2-12-22)

This seat was vacated by Dan Matthews when he sold his home on Marlin Circle and moved away from the Bay Point Community. The seat will be filled until the annual meeting in February 2022, where an election for the remaining one (1) year of the seat's term will be elected. Three self-nominations were received for this position. The board voted and Ron Dubin received 6 of the 10 votes to fill the seat.

B. Redfish Pond - Walt Rankin

Walt Rankin gave an overview of the Redfish Pond condition. According to County records, the pond belongs to eleven (11) Redfish owners. BPCA built the pond as a water retention pond. After Hurricane Michael, the pond was filled with debris and has not been cleaned since that time. Today, during significant rain events, the pond overflows to the point of entering some of the Redfish homes (*see attached photos*). An extensive conversation among the board members was had related to the history of the pond, ownership of the pond, how to remedy the flooding, and who should pay for the remedy. If BPCA moves forward with correcting the problem some type of release by the current owners would need to be signed and filed to detail who should be responsible for what moving forward. Walt feels the first step is to clean out the pond to see if it will drain as it once did. Walt made a motion to allocate up to \$20,000 to clean out the pond and examine the drainage system. The motion failed. The Infrastructure Committee was tasked with gathering more information regarding this issue and reporting back to the board.

C. Post Office - Non-personnel issues

There was a lengthy discussion led by Samantha Dring, regarding an ongoing issue of sending back mail that did not contain a Post Office Box number within the address. We have received conflicting information about this practice. In years past the staff would cross-reference the mail and direct it to the correct PO Box. More recently we were told this practice was against Postal regulation. At this meeting we were told by Kaulisha Reed, we could hire someone to do the cross-referencing if we wanted to. Other topics were discussed including Premium Station addressing, first-class mail handling, and cluster boxes. It was decided to form a "task force" to look into these issues and to report back to the board. Volunteers included board members Anita Scott, Jo Ann Day, Jose Velez, Ron Dubin, and one member volunteer Glenn Keebler. In closing, Ms. Reed emphasized we must do everything possible to get our residents to use their PO Box numbers and that cross-referencing is not an excuse to use street addresses only.

OLD BUSINESS:

A Resident's Gate Reno - Jen Shook

MOTION: By Walt Rankin to **not** build a new Residents Gate, second by Jo Ann Day and unanimously approved.

Jen Shook questioned the budget for a renovation and a discussion regarding the scope of work and estimates for the proposed renovations. David Renneker explained the sewer project that is needed at the Resident's Gate to correct the collapsed terracotta sewer pipes. This repair has been discussed extensively with SE Dirtworks and SCE Engineers and will be presented to the Infrastructure Committee. After a discussion regarding the proper procedure for handling projects Jen was encouraged to get quotes, document the work to be done and bring it back to the board for approval before moving forward. Jen volunteered to chair a renovation committee, and Catherine Seltzer Mitchell volunteered to serve on the committee.

B. Owner Sponsored RFIDs - Jen Shook

Jen Shook proposed owner-sponsored RFIDs to allow up to two (2) non-owners access to the community. These sponsored RFIDs would cost \$250 a year and if renewed before the expiration the cost would be \$200. Owners must be present with the sponsored person when the RFID is issued and when it is renewed. These are not intended for contractors. **MOTION:** By Jen Shook to allow owners to sponsor two (2) non-owners to receive RFID access to the community, second by Jo Ann Day and passed with eight (8) yes votes, and two (2) no votes from Jose Velez and Walt Rankin.

This procedure will be effective after the BPCA rules are updated, and approved by the Board, and filed at the Bay County Courthouse.

C. GVI, II, III Landscape Update - David Renneker

David Renneker explained to the board that at a recent landscape meeting with GVI, II, III a plan to return the maintenance of common areas owned by these groups on Bay

Point Road. Years ago BPCA planted beds and other landscaping to enhance the main entrance roadway into the community, but post-hurricane the areas were no longer maintained by the BPCA landscape company. At the meeting, it was discussed to remove the beds and return to sod and have the three (3) associations take over maintenance of these areas. A proposal for \$17,000 to do this was received. Additional proposals will be needed and discussion regarding cost-sharing before presenting this job to the Finance Committee for approval.

ADJOURNMENT:

At 8:35 pm this portion of the meeting was adjourned and the board went into executive session with the association's attorney

Respectfully Submitted
Doug Arent, Secretary