

**BAY POINT COMMUNITY ASSOCIATION  
REGULAR MEETING OF THE BOARD  
Monday, March 7, 2022 AT 5:30 PM  
BPCA CONFERENCE ROOM  
MINUTES**

**IN ATTENDANCE:**

Doug Arent, Samantha Dring, Justin Gorman, Walt Rankin, Debbie Rush, Catherine Seltzer Mitchell, Jen Shook, Zack Seltzer, Jose Velez

**In Attendance by Phone:**

Kevin Lynn, MVC

**ABSENT:**

Patrick Green

**ALSO IN ATTENDANCE:**

By Phone: John Townsend, Esq.,

In Attendance: Debra Haydn, Recording Secretary

**CALL TO ORDER:**

Catherine Seltzer Mitchell called the meeting to order at 5:31 PM.

**MEETING RECORDED BY:**

BPCA, Video

**QUORUM:**

A quorum was confirmed by Doug Arent, Secretary.

**BPW ARC APPEAL – 101 Marlin Circle**

A request from the owner of 101 Marlin Circle was submitted to the BP West ARC committee to install a six foot fence along the back portion of the lot that borders the old Meadows Golf Course property. At the December 21 2021 meeting of the ARC Committee meeting the request was denied. The owner of 101 Marlin Circle appealed the decision of the ARC committee and the appeal was heard by the ARC committee on February 1, 2022, and was denied by a unanimous vote. The owner has requested an appeal before the BPCA Board of Directors at this meeting. The basis for the appeal is that the defunct Meadows Golf Course is no longer a functioning course and as such does not qualify as a functioning golf course and therefore the four foot fence rule no longer applies. Catherine Seltzer Mitchell stated that as long as the current rule remains in the BPCA documents, the rule must be enforced. She also stated compassion for all

owners who back to the old Meadows Property and stated at the April board of directors meeting the board will consider a rule change addressing the non-operational golf course property. After further conversation about this process a

**MOTION:** By Jose Velez to table this appeal until the current rule is reviewed and amended by the board at the April meeting, second by Walt Rankin and unanimously approved.

**PRESIDENT'S REMARKS:**

The president thanked Mr. Pippin, 101 Marlin Circle, for bringing his appeal to the committee and for his continued patience as the board reviews and amends the fence height rule. She stated this is how community members and the board members work together to make positive changes for the community and encouraged others to join a committee. She also announced Directors Training scheduled for March 25<sup>th</sup>, and the MOU between David Chapman and BPCA regarding his proposed build on the Marina View Park is in progress as is the DEVCO MOU for the proposed development of the old BayTown property. The Marina is making great progress and hopes to reopen sometime in April.

**APPROVE AGENDA:**

**MOTION:** By Catherine Seltzer Mitchell to approve agenda, second by Walt Rankin and unanimously approved.

**APPROVE CONSENT AGENDA:**

**MOTION:** By Walt Rankin to approve the Consent Agenda including the edited December 13, 2021 minutes, second by Jose Velez and unanimously approved.

**FINANCE COMMITTEE REPORT:** Zack Seltzer

The Finance Committee met on January 31st.

- Consolidated cash balances totaled \$2.8 million
- As of February 25<sup>th</sup> Accounts receivable totaled \$80,483 with 57 accounts past due (*attached to minutes #1*)

**MOTION:** by Zack Seltzer to send owners of past due accounts a statement and letter of notice that RFIDs associated with their account will be turned off in 30 days until their account is paid in full, second by Walt Rankin and unanimously approved.

- The Committee discussed interest on delinquent accounts and Florida Statute surrounding this issue. The Committee agreed to continue discussion about enforcement of this statute for the next billing cycle.
- The Committee discussed adding the General Manager to the current bank resolution as one of the two (2) required signatures on checks
- **MOTION:** By Zack Seltzer to add Zack Seltzer, Treasurer and Debra Haydn, General Manager as bank signatories, second by Justin Gorman and unanimously approved.

- The Committee discussed the financial requirements of repairs to the Redfish Pond, The Front Gate Renovations, and 912 Cobia Drive

## REPORTS:

### BAY POINT WEST: Steve Hord for Jen Shook

Mr. Hord reported the results of the Christmas Lights Contest, first place was 712 Bluefish, second place was 119 Marlin Circle and third place winner was 800 Dolphin Drive. Steve indicated there was more completion this year and they plan to continue this contest next Christmas as owners seem to be enjoying decorating and the completion. Mr. Hord also reported obtaining a dumpster from Nates to be located at the Firehouse for residents to use for their clean-up jobs. This is NOT for contractor use. According to their Nates contract BP West is entitled to eight (8) dumpsters a year. He also reported Roads & Grounds has noticed a number of properties in need of attention and cleaning up. This committee will start being aggressive with owners in order to get these properties cleaned up and back into compliance.

- ARC Liaison: Jen Shook
  - Currently 70 approved in progress
  - Reggie Summers and Jim Penny have volunteered to serve on the ARC Committee
- Canal Liaison: Justin Gorman
  - Receiving an extension on the dredging permit as the Canal Association is having some difficulty identifying a contractor to do the dredging project.
  - St. Joe will replace any missing markers
  - The Canal Association will replace the missing reflective markers
- Community Events: Debbie Rush
  - Bar 72 shared their plans to have live entertainment starting on the second Friday of the month starting the week of March 11 through August 12<sup>th</sup>. Entertainment will run from 5:00 pm until 8:00 PM.
  - Arbor Day events are in the making and are expected to run through the month of April. Reasonably priced tree sales are expected. Please watch for specific details to be announced soon.
- Governing Docs: Walt Rankin
  - The committee will have a draft of the proposed new rules in time to send out to the new board members in February and a review by the board at the March meeting.
  - The BP Women's Club is planning a Spring Fling on April 9<sup>th</sup> from 11:00 AM to 2:00 PM. They plan to sponsor an Easter Egg hunt for children including an appearance from the Easter Bunny, a cake walk and a silent auction.
  -
- Information & Technology: No Report
- Infrastructure Liaison: Kerry McLane

Full report (attached to minutes #2)

- Redfish Pond - **MOTION:** by Walt Rankin to move forward with this project and SE Dirtworks as the contractor with a budget ceiling of \$60,000 for the full project, second by Jose Velez and unanimously approved.
- Resident's Gate Renovation - **MOTION:** by Samantha Dring to hire Horsley Construction as the contractor for this project with a budget ceiling of \$60,000 for the full project, second by Jen Shook and unanimously approved.
- Security Gate Arms - **MOTION:** by Samantha Dring to approve the Gorrie Regan invoice in the amount of \$8,609 to add two (2) LED light kits to new breakaway 10 foot arms at the Resident's Gate, second by Walt Rankin and unanimously approved.
- 912 Cobia - **MOTION:** By Walt Rankin to move forward with this project as indicated in the scope of work with SE Dirtworks as the contractor for up to \$35,000, second by Debbie Rush and unanimously approved.
- Security Liaison: Samantha Dring for Jim Moore
  - Security supports the community in many ways including providing house checks at owners request during travel, helping owners who have fallen and they will even jump start a car with a battery issue.
  - All drivers on BP community must have a valid driver's license in their possession.
  - Speeding has subsided, but if an owner receives a citation for speeding they are entitled to appeal it before a committee that meets on the last Thursday of each month.
- Stakeholders Liaison: Doug Arent
  - Plan to meet with each Stakeholder within the next few weeks to review the 2022 Stakeholders budget and to review the agreement.

**GENERAL MANAGERS REPORT:** - Debra Haydn

- A reminder that if you don't rent a PO Box you may not have packages sent to the post office street address. These packages will not be accepted and returned to sender in accordance with Postal Regulations.
- Please make sure you add your Post Office Box number to all mail (after your last name works well) to assure you get mail delivered to your box.
- The USPS sets the price for box rentals and they receive all of your box rental money. Box rent should be paid either in person or online. Please keep your receipt as verification.

**NEW BUSINESS:**

A. Security Truck Replacement

- One of the security patrol trucks has nearly 200,000 miles on it and is in need of repairs. Security would like to replace this vehicle to avoid excessive maintenance and repair costs.



- A 2022 Toyota Tacoma has been identified at Marianna Toyota for \$29,716 with a verbal agreement for trade in value of \$10-11K.

**MOTION:** by Jose Velez to purchase the 2022 Toyota Tacoma for the purchase price of \$29,716 from Marianna Toyota, second by Walt Rankin and unanimously approved. (Actual purchase price reported later \$27,400)

**B. MRTA Annual Review/Action**

- In 1963 the Florida Legislature passed the Marketable Record Title Act (MRTA) to simplify the purchase and sale of property by allowing title examiners to ignore certain recorded documents which were deemed too old or of no further relevance. However an unfortunate consequence of MRTA is that it can extinguish homeowner association's covenants and restrictions making them extinct. This occurs when an association's Declaration was recorded less than thirty years ago and steps must be taken to revitalize these documents.
- BPCA has revitalized three associations over the past few years and during the 2022 year there are no BPCA associations at risk of expiration.
- In November of 2023 the Fairways association will expire. Debra Haydn will work with John Townsend to renew this association before that happens.

**OLD BUSINESS:**

**A. Communications Policy** (*Attached to minutes #3*)

- **MOTION:** by Catherine Seltzer Mitchel to un-table the Communications Policy, second by Jen Shook, unanimously approved
- **MOTION:** by Catherine Seltzer Mitchell to approve the amended motion adding "...may not publish *in his/her official capacity* on topics related..." , second by Debbie Rush and passed receiving Yes votes from Doug Arent, Samantha Dring, Justin Gorman, Debbie Rush Catherine Seltzer Mitchell Jen Shook, Zack Seltzer and Kevin Lynn. No Votes were received from Walt Rankin and Jose Velez.

**B. Redfish Homeowners Agreement** (*Attached to minutes #4*)

- **MOTION:** by Jen Shook to approve the Access Maintenance and Indemnification Agreement for the Redfish property owners, second by Samantha Dring and unanimously approved.

**C. Rules Amendment Progress**

- Proposed amendments to the BPCA Rules and Regulations are posted on the BPCA website and an email address has been established to collect owners suggestions

**ADJOURNMENT:**

At 8:10 PM **MOTION:** by Samantha Dring to adjourn, second by Jose Velez, and unanimously approved.

Respectfully Submitted  
Doug Arent, Secretary