

**BAY POINT COMMUNITY ASSOCIATION
REGULAR MEETING OF THE BOARD
Monday, July 11, 2022 AT 5:30 PM
BPCA CONFERENCE ROOM
MINUTES**

IN ATTENDANCE:

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

In Attendance by Phone:

Kevin Lynn, MVC, Doug Arent (joined call late)

ALSO IN ATTENDANCE:

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

CALL TO ORDER:

Catherine Seltzer Mitchell called the meeting to order at 5:30 PM.

MEETING RECORDED BY:

BPCA, Video

QUORUM:

A quorum was confirmed by Catherine Seltzer Mitchell.

APPROVE AGENDA:

MOTION: By Jose Velez to approve agenda, second by Walt Rankin and unanimously approved.

APPROVE CONSENT AGENDA:

MOTION: By Walt Rankin to approve the Consent Agenda, second by Debbie Rush and unanimously approved.

FINANCE COMMITTEE REPORT: Zack Seltzer

The Finance Committee met on July 6th.

- Consolidated cash balances totaled \$2.1 million
- Accounts Receivable totaled \$65,000
- Letters will be sent to renters who lease properties that are currently past due paying their annual assessments. The renters RFIDs will be deactivated in thirty (30) days if the account is not paid in full. Owners RFIDs were previously deactivated.
- The Comptroller reported the Financials through May 2022 (Attachment #1)

- **MOTION:** by Zack Seltzer to approve \$6,429.54, for 266 Marlin Circle emergency repair, second by Samantha Dring and unanimously approved (Attachment #2)
- **MOTION:** By Zack Seltzer to approve the BrightView Landscaping proposals second by Debbie Rush and amended and second by Samantha Dring in the amount of \$31,721.48 (amended amount minus \$11,287.69 palm tree) the motion passed with ten (10) yes votes and one (1) no vote from Walt Rankin. (Attachment #3)

PRESIDENT'S REMARKS:

Catherine Seltzer Mitchell reported:

- The rebuilding of the marina is making progress. The new name for the marina is Point South Marina, and it is now officially open.
- There is no update regarding the development of the property owned by David Chapman, Marina View Park except the park is now being mowed.
- The old BayTown property, now named Alee is dealing with an underground power line that needs to be rerouted before they can proceed with the new post office construction.
- BP Links has proposed renderings of development on the old Meadows golf course posted on their website as well as displayed in Bar 72.
- There will be a special meeting of the BPCA Board of Directors on July 25th at 5:30 PM in the BPCA Conference room. The agenda will include two (2) items for consideration, 1) the proposed 2023 Budget, and 2) Discussion regarding Amending the BPCA Articles of Incorporation. Depending on the outcome of the meeting on the 25th there may be a special members meeting called for August 27th that would take place at the Sheraton. These meetings will be properly noticed and posted on the BPCA Website.

REPORTS:

BAY POINT WEST: Jen Shook

- Bay Point West had it's annual meeting on Saturday, July 9th. There was an election to fill three (3) board member seats. Walt Rankin, Dean Resch and Jim Penny were elected to fill these seats. Officers were appointed by the new board: Jim Penny, President of the Board, Jen Shook, Vice President, Patti Harbin, Secretary, and Walt Rankin, Treasurer. Amber Green and Dean Resch will serve as elected board members.
- ARC Liaison: Jen Shook
 - Continues to approve approximately 25 projects a month
 - Jim Penny created a fillable ARC form for owners to easily fill out and return by email to the Committee
- Canal Liaison: Justin Gorman
 - Reported there are three (3) damaged boat lifts. One was recently removed and the association is working with owners to have the other two (2) removed
 - There are a total of 10 wooden sea wall remaining
- Community Events: Debbie Rush

- Events will be posted to the BPCA Website
- Governing Docs: Walt Rankin
 - The committee has emailed all BPCA Board Members a list of issues, including the comments and suggestions for rule changes.
 - They are ready to discuss the proposed changes and move forward with finalizing the revised and restated BPCA Rules and Regulations
- Information & Technology: Patrick Green
 - Waiting for BPCA to decide if they want to move forward with a new software package
- Infrastructure Liaison: Kerry McLane

Full report (Attachment #4)

 - 369 Wahoo Drainage Box Repair, large washed out area around the box. **MOTION:** by Jose Velez to approve \$8,326 for SE Dirtworks to repair as indicated on the proposal, second by Samantha Dring and unanimously approved.
 - The Redfish Pond Project is complete and under approved budget
- Security Liaison: Samantha Dring for Jim Moore
 - Security is still hiring and they have received seven (7) applications this month
 - Working with contractors during renovations at the Resident's gate, Jan Cooley gate, and the Legend Hills gate to safely direct traffic around work areas
 - Speeding is not an issue this month
- Stakeholders Liaison: Doug Arent
 - Due to scheduling conflicts, a meeting to discuss the new Stakeholders Agreement has not been scheduled. A revised copy of the agreement will be sent to the members for review and signature. We expect after review of the agreement a meeting will take place

GENERAL MANAGERS REPORT: - Debra Haydn

- Work continues on the BPCA Employee Handbook after revisions and review by legal the Handbook will come to the board for approval
- Hired a new full-time employee at the Post Office, Tonya Poole, who will be the lead customer service person at the front service window
- Met with Lake Doctors and David Renneker to visit all the ponds on property that BPCA has service contracts with to discuss maintenance and combine all services into one contract and one monthly invoice
- Parts are still on order for the new security gate and replacement arms with lights for the Resident's gate
- Because all IT equipment was removed for renovations at the Resident's gate newly issued RFID tags will not work until the equipment is reinstalled and the information is down loaded

- Revised the BPCA Disaster Plan. It is on the BPCA website and paper copies can be requested at the BPCA office

NEW BUSINESS:

A. Proposed Amendment to BPCA Rules: Fences and Walls – Jen Shook

With continued growth on Thomas Drive and the removal of the wooded lots bordering the Bay Point Community there are several owners who would like to install an eight (8) foot fence along their rear property line to provide security and privacy from the removal of the trees and the added commercial sites being built in their back yards. As with all fencing projects, prior ARC approval is required before owners can start their fence project.

(Attachment #5)

MOTION: By Jen Shook to approve owners of residences on the perimeter of Bay Point, adjoining non-Bay Point residential or commercial properties, may be granted a two (2) foot variance to allow an eight (8) foot fence along the adjacent property line. Public roadways or right of ways are not considered commercial or non-Bay Point residential properties, second by Walt Rankin and unanimously approved

B. Hand Arendall Harrison Sale LLC Proposal for Review and Rewrite of BPCA Rules & Regulations

Catherine Seltzer Mitchell thanked Walt Rankin and his Governing Documents Committee for the work they completed regarding the suggested changes to the Bay Point Community Association Rules and Regulations. She acknowledged that it was a huge job up to this point. Catherine then suggested to the board hiring an associate from Hand Arendall Harrison Sale LLC to review, organize and complete the rewrite of this document. Julia Maddalena, Esq. has experience in this area and could assist Bay Point with this project.

MOTION: By Catherine Seltzer Mitchell to hire Julia Maddalena, Esq. from Hand Arendall Harrison Sale LLC at a fixed rate of \$4,000 to provide a complete rewrite of the Bay Point Community Association Rules and Regulations, second by Samantha Dring and unanimously approved.

OLD BUSINESS:

A. Future MOU-BP West and BPCA

Catherine Seltzer Mitchell revisited the idea of initiating a MOU between BP West and BPCA. Board members discussed this issue and overall comments were for moving forward with this project.

ADJOURNMENT:

At 7:20 PM **MOTION:** by Jose Velez to adjourn, second by Walt Rankin, and unanimously approved.

Respectfully Submitted
Doug Arent, Secretary