

BAY POINT COMMUNITY ASSOCIATION, INC.
REGULAR MEETING OF THE BOARD OF DIRECTORS
Monday, May 8, 2023, at 5:30PM
BPCA Conference Room
Minutes

IN ATTENDANCE: Catherine Mitchell, Samantha Dring, Walt Rankin, Zack Seltzer, Terry Nadeau, Jamie Ferrell, Jen Shook, Doug Arent, Justin Gorman, Denise Hindes

IN ATTENDANCE BY ZOOM: Kevin Lynn

ALSO IN ATTENDANCE: John Townsend, Esq, Debra Haydn, CAM, David Renneker, Comptroller, Nancy Culp, Recording Secretary.

CALL TO ORDER:

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

MEETING RECORDED BY:

BPCA, Zoom Video

QUORUM:

A quorum was confirmed by Debra Haydn, CAM.

APPROVE AGENDA:

MOTION: By Walt Rankin to approve the agenda, second by Samantha Dring and unanimously approved.

APPROVE CONSENT AGENDA:

MOTION: By Walt Rankin to approve the consent agenda with the new version of the minutes sent out prior to the meeting, second by Samantha Dring and approved by everyone except Jen Shook, who had not reviewed the amended minutes.

REPORTS:

- A. President – Catherine Mitchell
 - a. Director of Security Update, Jim Moore, has submitted his resignation. There will be a reception to celebrate his retirement on May 31 from 1:30-3:30PM in the BPCA office.
 - b. Golf Villas I, II & III Agreement Update
John Townsend has been working on a draft agreement. Catherine has been in contact with the Golf Villas. We hope the agreement will be ready to bring to the board soon.
 - c. BP Linx Zoning/Land Use Change Update
 - i. Bay County Commission held hearings on April 18th and May 2nd. At the May 2nd meeting, the County Commission voted in favor of the land use change and agreed to transmit the application to the State of Florida. There

will be a final hearing at the Bay County Commission following any comments received back from the state. This process usually takes 30-45 days.

B. Finance – Jamie Ferrell

Finance committee met on April 27th. Consolidated Cash & Equivalents as of 3/31/23 are at \$2.2 million. Accounts Receivable as of 3/31/23 is \$80,000.

a. FPL Updated Lighting Proposal

Zack has been working with FPL to get proposals to update all of the lighting throughout the neighborhood. The board reviewed the proposals during the meeting. The consensus of the board was to go with decorative lighting throughout the entire neighborhood. They narrowed down the options to Victorian, Vizcaya, and EPTC. Victorian can be found in Lynn Haven and EPTC can be found at Latitude Margaritaville and Woodrun subdivision. Vizcaya can't be found locally. The Board members will go individually to look at these options prior to the next meeting.

b. Panhandle Engineering Task Order #2 - Push Button Maintenance (Attachment #1)

Task Order #2 was presented to the board last year; at the time they decided not to move forward. Panhandle has now finished the videoing and reports on our problem areas. This will be the best, and most cost-effective way to get the work done.

MOTION: by Zack Seltzer to approve Panhandle Engineering Task Order #2 for \$18,500, second by Samantha Dring and unanimously approved.

C. Infrastructure – Terry Nadeau

Terry Nadeau gave updates on ongoing projects. The full Infrastructure report is attached to the minutes. (Attachment #2)

During the update the board discussed editing a previously approved design for the Jan Cooley monument sign.

MOTION: By Samantha Dring to change the design and remove “Jan Cooley Entrance” from the sign, second by Walt Rankin, and unanimously approved.

D. Liaison

a. BPWest and ARC – Walt Rankin

Golf Cart registration event is May 21 from 4-7pm at the Market on the Meadows.

They will have hotdogs, hamburgers, beer, wine and a car show for people to enjoy while getting their golf carts registered.

The yards are really bad throughout Bay Point West. The Bay Point West Board will be doubling down on sending notices to bring the houses into compliance.

b. BP Canal – Justin Gorman – No report.

Denise asked about something that was left in the canal around 234 Marlin after the dredge, she is worried that someone will run into it. Ken Gummels was in attendance at the meeting and stated that it was a stump. Justin will check it out and see if it is something that can be easily removed.

E. Committee

a. Security – Zack Seltzer

Gate management system equipment is slowly arriving. Gorrie Regan has reached out about scheduling training for the security guards and office staff. Once everything arrives and is installed, we will decide where we will start training and using the system.

Once the restated rules are approved, we will create a short list for security to keep in the truck.

b. Communications – Jen Shook

The office is working to get people signed up with AppFolio.

c. Stakeholders – Doug Arent

A Stakeholders Meeting is scheduled for tomorrow, 5/9 at 1pm.

F. General Manager – Debra Haydn

- AppFolio - We are in the process of getting the online payments set up, the office is working on a process to add citations to owners accounts.

- Post Office - the main Post Office at Churchwell is revising their business process which directly affects how our CPU is able to do business. The truck that usually delivers mail on Saturday mornings didn't come until 4pm. They also stopped sorting mail before they drop it off which makes it take longer for our staff to distribute mail to the boxes. Owners are getting messages from the main post office that the package was delivered when they have not been delivered to Bay Point.

- Golf Cart Registration - Jim Penny and Robin Stutts are working very hard to get the event planned. Nancy and I have been working on the process of property zoning and stickers. The stickers are in the printing process and guaranteed to be here before the event. The registration form is already complete.

- The fountain at the Jan Cooley sign will be repaired before the Billfish Tournament in June.

- Reflections gate has been a topic of conversation on Facebook. I have been working with Gorrie Regan, and they have been working with their manufacturer to figure out the best solution for the sun issue.

- There will be a few trees taken down inside of the construction fence at the Post Office tomorrow.

- David and I met with Wiatt from Panhandle Engineering about parking at the new post office.

- The Board President at the Fairways has taken over the preservation project on their governing documents.

OLD BUSINESS:

A. Consider Revised Amended and Restated BPCA Rules

MOTION: by Walt Rankin to approve the amended and restated BPCA rules as presented, second by Samantha Dring.

There is nothing in this version of the rules that states that the materials of new additions structures have to be compatible. In the chart on page 27 if there isn't an "x" will it make people think they don't need county approval, do we need the column at all? The Board agreed to strike the entire column. The road impact fees on page 11 needs to say BPCA not BP West.

AMENDED MOTION: By Walt Rankin to approve the rules as amended and discussed tonight, second by Samantha Dring and unanimously approved.

B. Consider Legal Action on Properties That Have Not Responded to Invitation for Pre-Suit Mediation

BPCA extended the offer to participate in pre-suit mediation to the following properties

and they did not respond. The next step is for the board to decide whether or not to proceed with legal action.

- a. Properties at 242 Marlin Circle, 317 Wahoo Road and 539 Wahoo Road were voted on and unanimously approved for further legal actions. Full motions attached (attachment #3).

NEW BUSINESS:

- A. BP West Properties with Violations - Consider Fines, Suspension of Use Rights and Pre-Suit Mediation. Full motions attached (attachment #4).

MOTION: By Walt Rankin to levy a fine, suspend use rights and initiate presuit mediation against 314 Wahoo Road as presented, second by Samantha Dring and unanimously approved.

MOTION: By Walt Rankin to levy a fine, suspend use rights and initiate presuit mediation against 163 Marlin Circle as presented, second by Samantha Dring and unanimously approved.

MOTION: By Walt Rankin to levy a fine, suspend use rights and initiate presuit mediation against 4312 Bay Point Road as presented, second by Samantha Dring and unanimously approved.

ADJOURNMENT:

MOTION: By Walt Rankin to adjourn the meeting at 7:44PM, second by Samantha Dring and unanimously approved.