

BAY POINT COMMUNITY ASSOCIATION, INC.
REGULAR MEETING OF THE BOARD OF DIRECTORS
Monday, July 10, 2023 at 5:30PM
BPCA Conference Room
Minutes

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

IN ATTENDANCE BY ZOOM: Doug Arent

ABSENT: Jamie Ferrell, 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 Samantha Dring to amend the agenda to remove section 7Ba brightview proposal and approve, second by Denise Hindes and unanimously approved.

APPROVE CONSENT AGENDA:

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

REPORTS:

- A. President – Catherine Mitchell
 - a. Billfish Tournament and Thank You’s - Catherine said a big thank you to the BPCA office, Misty Vinson and her security staff, Zack Seltzer and all of the other volunteers for all the work done prior to, and during the event.
 - b. Management Company / Staffing Updates
 - i. Respond to Rizzetta - The board agreed to send Rizzetta and Company a letter thanking them for presenting to the board and let them know the board is not interested in moving forward at this time.

- ii. Due Diligence Meeting with RCAM / Questions - Zack and Catherine have a meeting with RCAM to ask follow up questions that have been brought up from the community and the board on Wednesday. If anyone has questions please get them to Catherine before Wednesday at 9am.
 - iii. Budget for increased staffing - The board has identified that we need more manpower to run Bay Point as efficiently as possible. Personnel issues are discussed in closed meetings of the board. The problem with this is that owners don't see these conversations, even though they are happening.
 - c. Annual Budget Meeting Dates
 - i. July 12 there will be a finance committee meeting to propose the annual budget.
 - ii. July 27th there will be a Board Meeting to consider and approve the annual budget. This meeting requires a 14 day notice to the ownership. That notice will go out Thursday after the finance committee finalizes the proposed budget.
 - d. Golf Villas I, II & III Agreement Updates - Catherine met with two of the Golf Villas Presidents to walk the property. She has also been in contact with Gina Tula Williams who presented the original schematics.
- B. Finance – Catherine Seltzer for Jamie Ferrell

Consolidated cash and equivalents as of 5/31/23 is \$2.33 million and accounts receivable as of 6/27/23 is \$173,211.
- C. Infrastructure – Terry Nadeau

There was not an infrastructure meeting in June. We are waiting for Panhandle to get bids back from Task Order 2. The first time it was put out for bids, none were received. Panhandle spoke to contractors who had expressed interest in the project, they are still interested and just did not have enough time. They put it back out for bids closing August 10th. After it closes the bids will be presented to the infrastructure committee.
- D. Liaison
 - a. BPWest and ARC – Walt Rankin
 - i. ARC requests continue to be steady.
 - ii. BPWest has a Board meeting 7/11 at 4:30 pm.
 - iii. BPWest Annual Meeting is scheduled for August 19th at 9:30 am in the BPCA Conference Room..
 - iv. Nothing has been done on 555 Wahoo, Walt sent a letter to Jim Penny, who said that it needs to go to the BPCA Board for action.
 - b. BP Canal – Justin Gorman - nothing new to report.
- E. Committee
 - a. Security – Zack Seltzer
 - i. Gate Management System - 95% of the materials have been received, they are still waiting on some that were back ordered. They are going to install the access control component first. The BPCA office staff will be trained first starting in August. The Visitor management component will be installed second and security will be trained as it gets installed.

1. We have given Gorrie Regan our owner information, current RFID information and vehicle information. We are keeping a list in the office of new RFIDs, deleted RFIDs, expiration dates until the new system is running and we are able to change them ourselves.
 - ii. Misty reported to Zack that there were 11 gate hits during Billfish, out of the 11 gate hits only one citation was written to an owner. There was an altercation between kids of BPCA owners and event staff. There were a few misplaced golf carts that were found. Overall the tournament went very well.
 - b. Communications – Jen Shook nothing to report.
 - c. Stakeholders – Doug Arent
 - i. There was a Stakeholders meeting in May. We are waiting on the Marina and Bluegreen to get back to us after talking with their management.
 - ii. Catherine drafted a memo for the stakeholders that she will share with the group after it goes to John Townsend for review.
 - F. General Manager – Debra Haydn
 - a. The BPCA staff is working on a mailout with the new rules and regulations, the online voting and electronic notice, and revised golf cart waiver. There was a cover letter that brought attention to the new fines chart, golf cart registration and rentals registration.
 - b. Fines & Suspensions was held on June 29th. We presented three properties to the committee, that the BPCA Board had voted to fine, suspend use rights and start presuit mediation. The property owners of 4312 Bay Point Road and 163 Marlin Circle showed up to present their case. 4312 Bay Point Road was overturned, the two properties were upheld.
 - c. The new Post Office is estimated to be ready in August. No firm date was given. They had to register 10 units during the Billfish Tournament; they were able to register 16 of them. They were supposed to pick up the sign boards and the new Post Office signage and start sheetrock today but none of those things happened.

OLD BUSINESS:

No old business was discussed.

NEW BUSINESS:

No new business was discussed.

ADJOURNMENT:

MOTION: By Walt Rankin to adjourn the meeting at 6:34, second by Samantha Dring and unanimously approved.