

BAY HOUSE CONDOMINIUMS COUNCIL OF CO-OWNERS

BOARD MEETING MINUTES Navigation District Education Center July 17, 2021

President Carol Anderson requested a motion be made to bring the meeting to order at 1:00 p.m. Said motion was made by Howard, seconded by Lizz, vote was taken and passed unanimously. Roll was called and a quorum was present.

Directors Present: Lizz Salmon, Carol Anderson, Dorothy Rhoades, Howard Stridde, Gail McClanahan, Becky Farnsworth, Shaun Blackmon (Zoom), Lawson McDowell

Directors Absent: Terry Hect

Managers: Ed Naranjo (Pam Garrett absent)

Guests:

Minutes

The minutes for May were presented for review and approval. A motion was made by Howard to accept the minutes as written, seconded by Dorothy, vote was taken and passed unanimously.

Agenda

The agenda for May 22, 2021 was reviewed and no changes were made.

Treasurer's Report

Lawson presented the financials for May/June and FYE 2020-2021. As of June 30, 2021, the account balances were: Operating, \$235,396.78; Loss Assessment, \$729,253.06; Savings/Major Projects, \$227,254.27; Insurance Proceeds, \$672,532.68, giving us a total cash balance of \$1,864,436.79. He then went through the YTD. We ended the year \$8,100 under budget. Lawson went through the upgrades that are being done with the office to digitize everything, including banking, direct deposits, and Spectrum internet. Gail explained what Barbara Daniels, CPA would do for us as far as turning over some of the bookkeeping to her. Howard made a motion to purchase a new scanner not exceed \$800, Lizz seconded, vote was taken and passed unanimously. Howard made a motion to engage Barbara Daniels at a cost not to exceed \$500 per month, seconded by Lizz, vote was taken and passed unanimously. A motion was made to accept the Treasurer's Report by Lizz, seconded by Howard, vote was taken and passed unanimously.

Manager's Report

Ed reported there were many leaks after the rains, including roofs, windows and siding. He will be supervising the insulation and strapping project that RR either did not do and/or complete. They have poured the concrete for the front entrance sign and way finder sign. We have 21 dead tall palm trees that need to be removed and the bid to do so is \$7,800 which includes taking them down, grinding the stumps and hauling it all away. A motion was made to have the palm trees removed with the cost not to exceed \$9,000 by Howard, seconded by Lizz, a vote was taken and passed unanimously.

General Construction Update

Lawson went through the units that had problems, such as leaks, mold, sheetrock damage, stucco issues, etc. Attic strapping is supposed to begin next week. Carol reported on the negotiations with Roadrunner. There was a payment agreed upon by all parties, the lien release was recorded and then the check was handed over to Roadrunner. We are still holding a retainage for items that Roadrunner needs to complete. If they don't follow through, we will take it out of their contract and do it ourselves. We continue to have meetings with them.

Signage Update

Becky went through the history of getting this project started. As of now, we have paid for the limestone blocks for the entrance, fork lift, letters, and the concrete mix. We still need to pay for the smaller limestone blocks for the way finder, labor for the stone mason for both signs, letters (plaque) for the way finder and installation for both signs, lights for the signs. The total for this project as of today, without any surprises from the stone mason, is coming in at \$9,200 (under budget). Ed reported on what he discovered regarding the price and materials of the numbers for the piers. It was suggested to stencil on the numbers. Ed to order "no boat trailer parking" signs to put around the tennis court. Signs are to be ordered saying "Please use dock/pier assigned to your unit" to be placed on the fish cleaning stations. Lizz made a motion to authorize the purchase of the signs, seconded by Dorothy, vote was taken and passed unanimously.

Landscape Committee

Carol reported that we received planting plans from Native Dave for all but 5 buildings. Discussion was held regarding what flowerbeds will be replanted, the size of the flowerbeds, letting owners do their own as long as they follow the guidelines for the plants, removal of grass in front of the condos, etc. Carol stated we can't finalize irrigation plans until landscape design is finalized.

Deck Committee

Carol stated that they should be able to do invoicing in the next couple of weeks. It was discussed on how the owners will be able to make payments. A motion was made to collect the deck payment in three payments, seconded by Dorothy, vote was taken and passed unanimously. Payments will be due September 15, 2021, October 15, 2021 and November 15, 2021. Carol stated the budget

will remain the same. Shaun, Terry and Howard volunteered to be project managers. The other option is to hire a professional project manager which would cost \$800 a week plus the cost of the wind certifications. The cost of the wind certification for each deck will be included in each owner's assessment. After extensive discussion, a motion was made to hire Harvey McBee as project manager by Howard, seconded by Becky, discussion was held, a vote was taken and passed unanimously. Guy hopes to start no later than the end of September. Discussion was held regarding the lattice railing vs. other styles. It was decided to keep the lattice and not paint it for at least 6 months (as recommended), see how it looks and then revisit the subject. Carol stated we will need staging areas for roll offs and materials. Those areas will probably be located around the tennis court or boat parking area.

Rental Committee Update

Shaun stated that Troy Bolton is working with him on the committee. They are trying to locate an actual list of the approved fines. Discussion will be held at the next meeting on ideas on how to attempt to implement fines.

Governing Documents Update

Dorothy reported that she is still working on consolidating documents. She explained what she has done so far, including incorporating Chapter 82.

Old Business

Carol reported we have a request from an owner for a storage room door to be a 6 panel door instead of a flat door. At this time all storage doors are flat. After much discussion, a motion was made by Dorothy that we enforce the flat door, seconded by Lizz, vote was taken and passed unanimously.

There was a discussion about an owner using a table size open fire pit (propane) on their deck. By-Laws state that no open flames are allowed. It was decided to have Ed talk to them and let them know that they are in violation of the By-Laws.

Carol stated there are 4 concrete patio extensions that the Board has not approved and some have already started work. Ed stated that they are all within the guidelines. A motion was made to approve the 4 patios by Lizz, seconded by Dorothy, vote was taken and passed unanimously.

New Business

The annual meeting is September 25, 2021 and will be held at Drifter's Resort. There will be no catering or alcohol. It was decided to have one more meeting before that on August 28, 2021. Carol went on to state that there will be 3 open positions on the Board for 2021 - 2022. Becky stated that she is going to resign from the Board, which means there will be a 4th position open for a 2 year term instead of a 3 year term. Pam is to send out the notice to all owners requesting nominees. Discussion was held regarding the number of Board members.

There being no further business, a motion to adjourn was made by Becky, seconded by Dorothy, vote was taken and passed unanimously. An Executive Meeting was then called regarding

Respectfully submitted,

Pam Garrett
Secretary
