

BAY HOUSE CONDOMINIUMS COUNCIL OF CO-OWNERS

BOARD MEETING MINUTES Navigation District Education Center October 22, 2022

President Shaun Blackmon requested a motion be made to bring the meeting to order at 1:05 p.m. Said motion was made by Carol, seconded by Troy, vote was taken and passed unanimously. Roll was called and a quorum was present.

Directors Present: Shaun Blackmon, Carol Anderson, Troy Bolton, Gail McClanahan, Bonnie Gilson (Zoom), Nancy Key, Kristy Keach, Bob Wills (Zoom)

Directors Absent: Terry Hect (Troy has his proxy)

Managers: Ed Naranjo, Pam Garrett

Guest: Martin and Rita Broad (#2112) and numerous owners on Zoom

Minutes

The minutes for June 11, 2022 were presented for review and approval. A motion was made by Troy to accept the minutes as written, seconded by Carol, vote was taken and passed unanimously. The minutes for August 13, 2022 were presented for review and approval. A motion was made by Carol to accept the minutes as written, seconded by Troy, vote was taken and passed unanimously. The minutes for August 29, 2022 were presented for review and approval. A motion was made by Bonnie to accept the minutes as written, seconded by Carol, vote was taken and passed unanimously.

Agenda

The agenda for October 22, 2022 was reviewed and there were no new additions.

Orientation / Board Procedures

Kristy presented the Board with Robert's Rules of Order for procedures to conduct the meetings correctly. She went through some of the correct procedures such as making a motion, etc. Shaun explained to the new members of the Board as to how we run the meetings, including guests who want to speak.

Treasurer's Report

Troy is to draft a letter to the owners regarding the \$25.00 increase in maintenance fees beginning January 1, 2023. Troy reported that we are under budget as of 9/30/22. He stated that we need to change the signatures for the bank accounts. Discussion was held regarding the YTD portion of the financials. A motion was made by Bonnie to close the Hurricane Harvey account and move

that money into the Operating account, seconded by Troy, vote was taken and passed unanimously. Shaun stated that there is only one issue remaining from Hurricane Harvey. A motion was made to approve the financials by Carol, seconded by Bob, vote was taken and passed unanimously.

Landscape Committee

Bonnie reported on the completion of the landscape. There are still a few items which are basically corrections. A 90 day maintenance contract with Maldonado has been signed and began October 1, 2022. During November and December, the committee will solicit at least 3 bids for a long term maintenance contract beginning January 1, 2023. Bonnie went over the budget and the Landscaping Standards which were approved by the Board August 13, 2022. The committee will monitor conformance on an ongoing basis. Unapproved plants and objects that have been added by owners will be removed by the end of the year. We had owners that donated 17 palm trees to the landscape.

Bonnie reported that we have need for a retaining wall between the 1500 – 1600 buildings and the cemetery. Howard Stridde and Rick Glassett have been working on this project and obtained a bid from Riverside Pavers. Maldonado has also requested to bid on the project. Extensive discussion was held regarding the project. A question and answer period followed regarding the landscape report.

Rental Committee

Troy held discussion for potential two fine system violations; one for owner violation and one for renter violation. The rental committee will discuss all situations including number of people limit, fines, rules, etc. and present their proposal to the Board.

Owner Meeting Results

Shaun reported that Kristy, Nancy, and Bob were elected to the Board. The gate motion and early payoff on the bulkhead note failed.

Lawsuit Update

Shaun stated that Bay House was suing an owner for non-payment of maintenance fees and assessments. It went to trial, the judge found in our favor and that unit is paid in full.

Manager's Report

Discussion was held regarding the drip system in the owners' flower beds. Ed to coordinate with Bonnie to have Maldonado come out and check the drip lines that we're having issues with to make sure they are operating properly. Ed stated that he had received reports that many of the gates built by Pfitzner are sagging and had not be reinforced. Ed explained the two methods he tried on 8 gates. After discussion, it was decided to go with the 2x4s for the reinforcement. He also reported that he has received 1 of 3 bids for painting the deck lattice, handrails and gates. The skirting and 6x6 posts were not included. Discussion was held regarding this project. Ed reported that only 2 people have applied for the part time maintenance job. Once a committee is formed, they will review the applications and give their recommendation to the Board. Ed is to contact Crystal Clear Pools to find out if there is something we should do to the sand filters during the winter to help prevent black algae.

Old Business

Nancy Key, #1501, presented her request to install an electrical outlet in the front of their unit (at owners expense) to charge a golf cart. After much discussion, a motion was made to install an electrical outlet in the front of #1501 at owner's expense for electrical vehicle charging, seconded by Gail, vote was taken and passed with Nancy abstaining.

The owner has assured the Board that there will be no tripping hazard as the extension cord will fit in the expansion joint in the sidewalk and a mat will be placed over it if necessary and the extension cord will be rolled up when not in use.

Gail McClanahan, #1502, has asked for a landscape variance for her potted plant to sit on the rock in the front flowerbed, which is common area. Gail stated that the Landscape Committee denied her request and is now requesting the Board for approval. After much discussion, Kristy made a motion to table the decision on the landscape variances, seconded by Troy, vote was taken, and passed with 5 votes.

New Business

Landscape Standards: The standards were approved August 13, 2022. Shaun cited the first sentence of the standards. The Board does not have the right to give the committee that power. The Board has the power and the committee has the right to recommend according to our By-Laws. To file the standards as written, it would be against our By-Laws. Once this change is made, it will be filed.

Priorities of Upcoming Year

Committees:

Executive: President, Vice President, Treasurer

Finance: Troy, Bob, Nancy, Steve Henriksen

Rental: Troy, Bob, Gail

Architectural: Shaun, Kristy, Lizz (this includes decks, pools, grounds, parking lot)

Landscape: Bonnie, Lizz, Arlynn Hartfiel

Personnel: Nancy, Gail, Lizz

Insurance: Shaun (going to contact Ryan Renfro)

Social: Kristy, Gail

There being no further business, a motion to adjourn to Executive Session was made by Kristy, seconded by Troy, vote was taken and passed unanimously.

Respectfully submitted,

Pam Garrett
Secretary
