

Biscayne Pointe HOA
Board of Directors Meeting
October 12, 2022

Minutes of the Board of Directors Meeting of the Biscayne Pointe Homeowners Association, Navarre, FL, held in person and via Zoom conference at 6:30 pm on 12 Oct 2022.

I. CALL TO ORDER

President Chris Morton called the meeting to order at 6:30 pm.

II. ROLL CALL/ESTABLISH QUORUM

Roll call of directors showed all directors present; Brad Minot was on Zoom call from a deployed location.

III. VERIFICATION OF NOTIFICATION

Proper notification was confirmed via sign at neighborhood entrance and via multiple electronic means.

IV. APPROVAL OF MINUTES OF PREVIOUS MEETING

a. Chris briefed the status of July minutes. CAM (Community Association Manager; our specific representative from our management company EPM) at the time attended the meeting via Zoom. Apparently she did not record it. She did not produce meeting minutes prior to abruptly resigning from management company. We will continue trying to recover minutes.

b. August minutes were approved unanimously.

c. No BOD meeting was held in September; no minutes to approve.

V. FINANCIAL REVIEW – Mandy Gist (Treasurer)

a. Mandy briefed there was nothing significant to report with actual expenditures.

b. Mandy gave an update on a situation in which our lawn service (Emerald Coast Lawns) had not been paid for several months. This was due to some changes at EPM causing invoices to go unseen. This was resolved with a few phone calls, so ECL will continue to provide service and EPM will pay the invoice.

c. There was a question regarding whether ECL has any responsibility to trim around the retention ponds – they do not.

d. There was a question regarding availability of existing service contracts. These are available for view by any lot owner. Contact the BOD with question or for access.

VI. ARC UPDATE – Fred Reich (ARC Chair)

a. Fred briefed the following ARC actions:

1. 1881 Biscayne Blvd – Fence. Request (waiver from CCRs) denied
2. 1881 Biscayne Blvd – Fence. Request (smaller waiver) approved
3. 1881 Biscayne Blvd – Fence. Request (waiver from CCRs) denied
4. 9365 Stonehurst Ct – Pool. Request approved
5. 1895 Biscayne Blvd – Drainage work. Request approved
6. 9356 Vandivere – Fence. Request approved
7. 1937 Biscayne Blvd – Mechanical deck. Request approved
8. 9311 Vandivere – Waiver for parking during renovation. Request approved

b. Fred then addressed ARC membership. He began by nominating Sharie Morton back to the ARC. Discussion included what the actual manning requirement was for the ARC via the CCRs. The consensus of interpretation of the CCRs was the ARC should consist of the chairman (member of the BOD) and 4 more members for an odd number to avoid tie votes on applications. With current ARC manning including the chair and one more member, request went out for 3 volunteers. 4 total members volunteered. Sharie stepped back, while offering to remain involved in an administrative role and other supporting roles for the HOA, and the following volunteers were elected to the ARC by the BOD: Mike Klickovich, Guy DeMarco, Luis Nunez.

VII. DRAINAGE UPDATE – Chris Morton (President)

Chris briefed that little work has been done recently. The contractor hired to mow the pond berms is back in town, and has been inspecting the ponds to determine if they are in condition for him to complete his contract. They are not. He did note Pond 1 brush was growing so he trimmed it back. He will plan to finish the contract when the ponds have dried out sufficiently. He has only been paid for the work he has done.

VIII. OLD BUSINESS – None

IX. NEW BUSINESS

a. Declarations (CCRs) preservation/revitalization – Chris briefed a situation in which director Daniel Wakley expressed concern our CCRs had not been preserved in accordance with Florida statutes. This must be done every 30 years (our CCRs originally approved/filed in 1992). Consultation with HOA attorney confirmed the amendment passed in Nov 2019 and filed in Jan 2020 satisfied that legal requirement. The declarations will again need to be preserved NLT 2050.

b. Jodi Hill fence request – Owner Jodi Hill of 1881 Biscayne Blvd had requested this item be added to the agenda (via director Daniel Wakley). She presented her requested waiver to the CCRs for her fence offset from the side of her home (on a corner lot). There was discussion regarding the CCRs, their currency and relevance, the purpose of an HOA, previous waivers. During this discussion, director Daniel Wakley verbally resigned from the BOD and departed the meeting. Ultimately, the board agreed the newly elected ARC and any other interested parties would meet at the applicant's home and she would reapply for adjudication.

c. EPM management company replacement – Chris briefed that EPM has decided to terminate our contract with them. Originally scheduled to terminate 31 Oct 2022, they agreed to continue through the end of Dec to get us through our annual meeting and allow time to find a suitable replacement. Chris has contacted 8 companies including several as far away as Tallahassee. Three have not responded, one declined, two have responded, and two more responses are expected imminently. All available proposals will be forwarded to BOD for consideration.

d. Assessment increase – Chris proposed to increase the annual assessment in accordance with Bylaws by 10% (\$40). The annual assessment has not been increased in many years. We have significant expenditures likely to be paid in the future, and we need to build our reserves as well as keeping up with increased costs for energy, contracts, etc. The increase was moved, seconded, and approved unanimously by directors present (Daniel Wakley absent).

e. Annual meeting

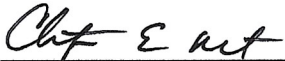
1. Schedule – Date agreed upon was Monday, 28 Nov 2022, 6:30 pm
2. Location – To be determined (Jodi Hill volunteered to research)
3. Agenda – To be determined
4. Budget – Chris briefed a series of questions regarding our current budget based on the reconciliation (final General Ledger, provided by EPM) for 2021. These questions will color the modifications of the existing budget to create the proposed budget for 2023.

5. Director election plan – Chris briefed a plan to try to fill director positions according to term completion dates. Due to turnover, we have lost track of which interim directors have been filling seats scheduled to terminate in particular years. We propose to establish each director position with a specific term completion, to move back toward the intended regular replacement of 3 new directors each year. This will hopefully avoid a situation where (for instance) 4-6 directors are elected in a particular year, then term out en masse after 3 years. He will brief the proposal at the annual meeting while new directors are being elected.

X. ADJOURNMENT

There being no further business, the meeting was adjourned by motion, second, unanimous vote at 9:00 pm.

These minutes were approved by the Board of Directors.



Christopher E. Morton
President