

Biscayne Pointe HOA
Board of Directors Meeting
March 13, 2023

Minutes of the Board of Directors Meeting of the Biscayne Pointe Homeowners Association, Navarre, FL, held via Zoom conference at 6:30 pm on 13 Mar 2023.

I. CALL TO ORDER

President Chris Morton called the meeting to order at 6:31 pm.

II. ROLL CALL/ESTABLISH QUORUM

Directors present: Chris Morton (president), Mandy Gist (treasurer), Luis Nunez, Jimmy Taylor, Brian Burt, Grant Niehus.

Directors absent: Brad Minot, Fred Reich, Brad Kronsbein
Quorum was established.

III. VERIFICATION OF NOTIFICATION

Proper notification was confirmed via sign at neighborhood entrance (72+ hrs prior) and via multiple electronic means.

IV. APPROVAL OF MINUTES OF PREVIOUS MEETING

February 2023 minutes were approved by unanimous voice vote (6-0).

V. FINANCIAL REVIEW – Mandy Gist (Treasurer)

a. Financial report was unremarkable. Chris noted numerous lot owners have yet to pay their annual assessment, hopefully a result of the changeover of management companies. Jimmy related a query received from a neighbor regarding the contact information for Panhandle Property Group (PPG). This information was distributed by USPS, email, and is posted on the HOA website.

b. Grant noted an error regarding the financial reports. He stated they were labeled as being reported on an “accrual” basis, but actually should be reported on a “cash” basis. Mandy will work with PPG to clarify/correct.

VI. DRAINAGE UPDATE – Chris Morton

a. The pump near the beach access parking was recently repaired. It took 2 repairs, as the first repair failed. This revealed that a blockage in the interior of the pipe was present. Chris authorized the cutting, clearing, and repair of the pipe, as well as replacement of the float switch. Following the rains of the weekend, the pump appeared to be working properly.

b. Chris briefed the status of the previously awarded contract for one-time retention pond cleanup. All pond berms have been mowed at least once except pond 4 (large pond on Vandivere). Payment of remaining funds is held pending that work.

c. HOA received two contract proposals from Ken Finnerty (same contractor as above):

(i) Contract for restoration of pond 5 (near end of Vandivere, Chelmesford Ct). Includes labor/equipment/materials for scraping silt from the bottom to restore percolation, using excess material to restore berms to proper height/grade, resodding the berm as required. The price of this contract is \$6140. This contract was awarded on a 6-0 voice vote. This item was not budgeted specifically, but will come out of either the excess operating cash or the drainage reserves (no special assessment required).

(ii) Contract for annual maintenance of all pond berms. This work is similar to the original one-time contract, but will involve mowing each pond 3 times per year, more as necessary. The price of this contract is \$4000. This contract was awarded on 6-0 voice vote. Chris noted this work had been budgeted in the 2023 budget in anticipation of soliciting and awarding a contract.

d. Both of these new contracts are available for any lot owner to review. Contact the BOD.

e. There was significant discussion regarding establishing a plan for performing similar repairs to the remaining ponds. Numerous members volunteered to be involved in this planning for either this or future years.

VII. ARC UPDATE – Luis Nunez

a. Luis noted several approvals for minor architectural changes.

b. Chris noted an increase in on-street parking, a violation of CCRs. He stated one home in particular has been problematic, and the owner and tenants have been informed of the violation (along with other similar violation notices in the neighborhood).

VIII. OLD BUSINESS

a. ARC Chairman – Luis Nunez was nominated, seconded, and elected ARC Chair by a 6-0 voice vote.

b. Fence Committee – Chris briefed that there was no significant progress. Sharie Morton had solicited information from Florida DOT regarding the plan for widening Hwy 98 and any impact it might have on the fence. It will have no effect. Current plan includes a 12-14 foot high sound barrier (similar to that on I-70 in Pensacola) but there is no funding for any part of the project in the Navarre area, and it is likely the sound barrier will be stripped from the project due to costs. There was also a diagram showing potential locations for retention ponds.

c. Welcome Committee – Mandy briefed an offer from another owner with ties to a local business who might be willing to contribute items for welcome baskets. Currently the HOA does not fund any welcome gifts. Previous baskets have included such gifts as homemade bread, wine, dips, condiments, chocolates etc., as well as an information letter to direct new residents to important information about the HOA.

d. Investment of HOA funds – There was discussion regarding the amount of risk the BOD was willing to accept in this endeavor. Consensus grew around the concept that we should only invest in insured vehicles (e.g. Certificates of Deposit). There was some disagreement on the portion of our reserves that should ultimately be invested, and the frequency of the investment (i.e. monthly, quarterly, semiannually). Ultimately, the BOD had a motion with valid second and unanimous roll-call vote to authorize the president (Chris) and treasurer (Mandy) to jointly accomplish any paperwork required to initiate these investments; however, no money will be invested pending further discussion on amounts.

e. Positional e-mail accounts – tabled for later discussion.

f. Violations process/policy letter – tabled for later discussion.

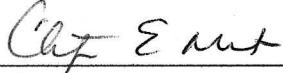
IX. NEW BUSINESS

a. Project Planner – Grant Niehus presented two similar documents he had produced as templates to help the BOD develop a framework of projects for planning investigation and/or completion in short term (present year), medium term (near future; 1-2 years out), and long term (distant future; beyond 2 years). Some of the projects may well be recurring (pond maintenance). He briefed his vision of how these could be used to identify our priorities, which we can label “needs” and “desires” to help us determine what may or may not be budgeted or funded. The BOD was encouraged to use one or more of these sheets to enter their thoughts on these projects and we will collaboratively build the framework described above. Any lot owner is encouraged to request one as a means of communicating a project they would like to see done as either a “need” or a “want.”

X. ADJOURNMENT

There being no further business, the meeting was adjourned by motion, second, unanimous vote at 8:21 pm.

These minutes were approved by the Board of Directors.



Christopher E. Morton, President