

**Biscayne Pointe HOA**  
**Board of Directors Meeting**  
April 10, 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 10 April 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), Bradley Minot (Secretary), Luis Nunez, Brian Burt, Fred Reich and Grant Niehus.

Directors absent: Brad Kronsbein and Jimmy Taylor.

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 (7-0) of Directors present.

**V. FINANCIAL REVIEW – Mandy Gist (Treasurer)**

a. Mandy and Grant discussed Accrual method of account vs. pre-paid (cash) basis from the last meeting. Mandy noted the Jon stated the Accrual method was the correct method of accounting, Mandy and Grant had a short discussion regarding the accounting method. Chris noted Grant could contact Jon to further discuss accounting methods if still concerned over showing errors.

b. Numerous lot owners, almost 50% (\$8,760) of the outstanding balance has been paid since the last meeting. Chris related more accounts were now going into the 30–60-day overdue category and is becoming concerned, but hopeful it will work itself out.

**VI. DRAINAGE UPDATE – Chris Morton (Chair)**

a. Chris briefed the status of the previously awarded contract for restoration of pond 5 (near end of Vandivere, Chelmesford Ct) and contract for annual maintenance of all pond berms. All paperwork has been signed and returned to the contractor, no money has been spent, because the work has not been completed.

b. Main entrance irrigation was discussed by Chris, regarding broken lines from the irrigation pump causing some flooding. Chris found one broken copper line and thinks the other area might have some broken sprinkler heads. Will discuss volunteer help to fix or hiring a contractor/talking to Emerald Coast Lawns to fix the issue.

**VII. ARC UPDATE – Luis Nunez (Chair)**

a. Luis noted one approval was pending for 1928 Biscayne Blvd regarding a pool, exterior paint and some other small architectural updates. Originally the proper paperwork was not submitted, but lot owner is aware and is re-submitting the correct paperwork.

b. Discussion/Update on violation letter sent due to complaints from the owners at 9310 Lucian Ct. to the renters and owner at 9314 Lucian Ct. about nuisance dog barking and digging away at the

fence. This action was stated to be causing boards to become lose and are worried of safety concerns. Additionally, it was stated that the dog is left outside, while the owners are not present. Chris opened the meeting to a discussion for moving to the fining phase

(i). Fred asked if any other neighbor has made a complaint, no other complaints made.

(ii). Grant and Chris discussed evidence and who was responsible for fining. Chris stated that the BOD would recommend fining and the management company would then send the notification. Then the fines and grievance committee could have a hearing to discuss the concerns of the member.

(iii). Photo evidence will be provided to the fine and grievance committee, but not to the board at the time of the meeting, during the hearing process.

(iv). Chris motioned that the board moves to the fining process, \$100 a day until problem is remedied. Fred seconded the motion and the board went to a voice vote, with all 7 members voting aye, in favor of moving to the fining phase; motion carried.

c. Undeveloped lot at 1932 Biscayne Blvd is still in need of clearing 5 foot utility easement, it has not been maintained on months and multiple notices have been sent. Chris recommended the work to be completed by Emerald Coast Lawns and the bill be sent to the lot owners, no objections made. Chris stated he was going to contact PPG to get the process started and once the work is completed a proper invoice will be sent to the lot owners.

#### VIII. OLD BUSINESS

a. Fence Committee – Chris briefed that he was in contact with the lot owners that have a large overgrown oak tree obstructing line of sight west of the neighborhood about trimming the overgrowth. The lot owners asked about a work party tom complete the work, but Chris stated that the HOA is not organizing a work party. Chris did mention to the lot owners that it might be a good use of the Facebook page to organize a time for volunteers to help.

b. Welcome Committee – Mandy briefed that she was unable to offer the time to get the committee of the ground due to her change in work schedule, thus did not have an update. Robert Barnett stated he would assist Mandy on the welcoming committee if Mandy remained as the chair.

c. Investment of HOA funds – There was discussion regarding the amount of the reserves, up to \$200K the BOD would authorize to invest in Certificates of Deposit. BOD previously voted to authorize the president (Chris) and treasurer (Mandy) to jointly accomplish any paperwork required to initiate these investments; however, no money has been invested to this point, Chris opened the meeting to discuss the BOD would authorize and the frequency.

(i). Grant motioned to invest \$200K from reserves into quarterly (\$50K) laddered CD's. Mandy seconded the motion. All 7 board members voted in favor; motion carried.

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

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


#### IX. NEW BUSINESS

a. Nothing on agenda.

#### X. ADJOURNMENT

There being no further business, the meeting was adjourned by motion, second, unanimous vote at 7:43 pm.

These minutes were approved by the Board of Directors.



Christopher E. Morton, President