

Biscayne Pointe HOA
Board of Directors Meeting
May 08, 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 08 May 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, Grant Niehus, Brad Kronsbein and Jimmy Taylor.
Directors absent: None.
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

April 2023 minutes were approved by unanimous voice vote (9-0) of Directors present.

V. FINANCIAL REVIEW – Mandy Gist (Treasurer)

a. Mandy stated that Lake Doctors are also increasing their service contract, similarly to Emerald Coast Lawns. No issues were raised, increase was approved.

b. Mandy discussed an interaction with the account holder of a delinquent account, over 365 days overdue. The member stated they are tracking a case of fraud. Chris stated the homeowner appeared to do everything in their power correctly, so the account would be credited for the homeowner, removing overdue amount from the books and get a further update at the next meeting as to where the check was deposited.

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. Maintenance has been completed on a few ponds that were dry enough (full contract is for clearing all ponds three times per year). To this point no money has been spent, because the work has not been completed in full, nor has the contractor asked to be paid. To this point, no repairs have been initiated.

b. Main entrance irrigation was discussed by Chris, but nothing significant was reported.

c. Chris discussed the pump / drainage issue at the bottom of Biscayne loop. Chris discussed a possible 10k-15k repair needed for the drainage fix at the Biscayne loop pump to the wetlands. Chris discussed the Board making a decision to fix the problem completely or keep repairing the current pump / system. The Board also discussed the previous repairs and if any liability or accountability was held from the previous contractor, the discussion ended with the assumption that none existed. A discussion was had about if a pump was even required if a culvert was graded instead, from previous drainage committee discussions, that solution would be a much larger cost than the pump. No decision was made to offer a contract, but the Board agreed to go ahead with a plan to receive bids for an actual fix to the problem and not another short-term repair, including grading for natural drainage.

VII. ARC UPDATE – Luis Nunez (Chair)

a. Luis noted approval for tree removal at 2015 Pine Ranch Dr, approval at 1966 Pine Ranch Dr for exterior additions / tree removal and 1881 Biscayne Blvd for fence stain / painting.

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. The lot owner will reach out about fixing the fence and the fines are being postponed until the next meeting if the problem is not rectified.

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 to complete the work, but Chris stated that the HOA is not organizing a work party. Chris previously mentioned to the lot owners that it might be a good use of the Facebook page to organize a time for volunteers to help, but no progress has been made as of the meeting. Chris mentioned, since it is a safety issue that PPG will be contacted to send official notice to the homeowner, including a letter for the tree overgrowing Vandivere Dr by the bus stop.

b. Welcome Committee – Welcome Committee update is considered closed business and removed from old business. Chris offered it could be added again in the future under new business.

c. Investment of HOA funds – Four CD's were invested in 50k increments at introductory rates of 4.39%, two short term and two long-term. Chris considers this update as closed business, but will update from CD's mature or money is needed to be withdrawn.

d. Positional e-mail accounts – Tabled for later discussion.

e. Violations process/policy letter – Tabled for later discussion.


IX. NEW BUSINESS

a. HOA project planner – Grant Niehus provided an update on the need for roads, drainage, fence, boardwalk (maintenance / repairs / capital improvements) be planned for on a long-term basis. These items need to be budgeted for and planned for ahead of time so the HOA is not playing catch-up on neighborhood repairs. Discussion continued with talks of an operations manual / checklist for new board members to follow, assuring a smooth-running BOD when members change out every year.

X. ADJOURNMENT

There being no further business, the meeting was adjourned by motion, second, unanimous vote at 8:02 pm.

These minutes were approved by the Board of Directors.



Chris Morton, President