

**BAYCREST AT PELICAN LANDING HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES HELD ON DECEMBER 28, 2022**

Directors Present: Directors Present: Lynda Moryl, Pat Emerson, Toni Paoello, Dave Robb, Amy Spiegel, Miki Knoche, and Jennifer Seefeld
Representing Gulf Breeze Management Services Inc.: Cathy Avenatti

The meeting was called to order at 10:04AM and quorum was established.

APPROVAL OF MINUTES

Lynda Moryl made the motion to approve the Board of Director meeting minutes as written from November 30, 2022. Minutes were approved as written.

COMMITTEE REPORTS

Financial Report
Period Ending: 11/30/22

Balance Sheet:

Operating General Funds: \$86.5K
Replacement Reserve Funds: \$83.3K
AR: \$.1K
Total Assets: \$169.9K

Accounts Payable: \$23.4K
Unearned Income: \$32.4K
Total Liabilities: \$55.8K

Total Replacement Reserves: \$83.3K
Total Capital Improvements Reserves: \$12.7K
Operating Fund Reserves: \$18.1K
Total Equity: \$114.1K

Total Liabilities and Equity: \$169.9K

Replacement Reserve Disbursement Summary:

Total 2022 YTD disbursements from Replacement Reserves (AC# 5190):
Irrigation Project: \$38.8K
Pool/Spa Mechanicals (Infinite Aqua): \$45.2K
Pool/Spa Resurface & Tiles (Colonial Pool & Spa): \$20.6K
Total: \$104.6K

Note: The final payment for the irrigation controller system was made in August 2022.
The final payment for Pool/Spa Mechanicals was made in October 2022.

For information only:

Irrigation Project: \$58.2K (2021)
Pool Mechanicals (Engineer study): \$4.5K (2021)

Income Statement:

Revenues: \$25.2K

(HOA dues, late charges, interest, and app fees.)

Total Expenses: \$34.2K

Income/(Loss): (\$8.9K)

YTD Income/(Loss): (\$43.3K)

Note: YTD income statement has \$37.7K of expenses for Hurricane Ian.

Lessee Security Deposit (AC# 3129) balance at 11/30/22 is \$7,500. An update of the account is pending from Gulf Breeze.

Two Corrections are needed to November's financial statements. Corrections were not able to be done prior to our December 28, 2022, board meeting because the Gulf Breeze accountant was on holiday.

1. These corrections will most likely be made in Baycrest's December financials:
 - a. The Income Statement YTD results do not roll forward. I discovered that October's YTD results plus November activity in Building Pest Control reflects that a \$54 entry was made in October's financials after I reported results. Waiting for an explanation regarding the \$54.
2. There was a \$125 expense for Carter Fence that has been charged to Misc. Maintenance Exp-AC#8290 and is a Hurricane Expense that should be in #8898. Adjusting entry needed to correct.

Advisory Groups

Social Committee

- We continue to need a Chairperson for the Social Committee in Baycrest.
- The duties of the Chairperson include:
 - Setting meeting times and sending reminders to committee members
 - Creating a meeting agenda that lasts no more than one hour
 - Setting calendar dates for community social events during season
 - Requesting the committee members to volunteer for tasks that need to be done for the social events

REMINDER: The first Thirsty Thursday of the New Year will be on January 5, 2023, at 5:00 p.m. This will be a BYOB and appetizer to share format. A flyer was sent to all owners in December. A follow up email reminder to be sent. This information will also be put into the monthly newsletter.

Pool

The pool renovation projects we contracted for are now complete. Since there has not been any complaints after the coping was replaced and sand was swept into the cracks between the coping and deck pavers, assuming everything is working properly and looking good. If not let me know.

We are still waiting for AquaCal Pool Heaters to receive a replacement control panel for the spa heater. When I get back to Bonita at the start of January, I will follow up with them to see if there is any hope of receiving the part soon.

As far as I know, we are still waiting for a part for the exercise room AC unit. The other two units in the restrooms should be working properly. Likewise, I will follow up with the contractor when I'm back in Bonita.

Landscaping/Irrigation

The Greenscapes monthly Horticultural Review was sent to board members. The next review is scheduled for January 30 per Jennifer's suggestion that we have the reviews toward the end of the month to coincide with the Baycrest Monthly newsletter.

Irrigation - 187 zones have been reset to comply with the more restrictive CDD Phase 2 Pump schedule that went into force the week of December 19. A fourth day of supplemental water was added for those homeowners who recently added new plants/shrubs.

Lease & Sales Review

No sales

One lease from 1/15-3/31 for 25284 Galashields Circle.

ACMSC

No report given.

Welcome Committee

No report given.

Website/Newsletter Committee

- We are starting the process of investigating companies to help create and host our new website. The process to choose and vet a company will take some time. We have narrowed the choice of companies down to a small number. We will provide information to the community in the next couple of months.
- We are happy with the response from the community on the value of the Baycrest newsletter. Again, our goal is to have the newsletter sent after our monthly board meeting. If you have any suggestions, please reach out to Jennifer Seefeld at Jennifer.seefeld@gmail.com.
- No Facebook page will be started at this time.
- We are in the process of looking at new designs for our entryway signs. This includes color, font style, etc. We are hopeful that we will have some options to share with our community in the next month. The new sign style and font will be voted on by the community. More details to come.

Pool Surround Committee

Pool looks beautiful. Pots will be moved once pavers are pressure washed.

Hardscape Committee

- AED on order. No ETA at this time.

PLCA Board Liaison Update

- Kayak Park and marina boat ramp opening soon with signs to use at your own risk.
- Toys for Tots added to PLCA charities.
- Ian assessment not known yet, but possibly \$500 or less per household.
- For those interested in document changes, please remember to send questions to the Board. Question and answer sessions next month.

OLD BUSINESS

Lease Deposits

Gulf Breeze to provide a detail of the Lessee Security Deposits Account balance -AC#3129 including Names, Dates, Amounts to Baycrest.

Speak with attorney to determine:

- Penalties, interest for not meeting the five-year rule of filing unclaimed property to the State of Florida. The aged deposits are dated from 2009-2017.
- Determine the due diligence required by State of Florida to locate outstanding lessees, outside of telephone calling.
- Remit deposits to lessees located through due diligence.
- Any remaining balance will be remitted to State of Florida as Unclaimed Property by the May 1, 2023 deadline.

Baycrest is protected by our bylaws to collect from owner and/or lessee for any damaged Baycrest common property. The attorney is in agreement with Baycrest stopping the collection of deposits.

“However, with regard to the question on can the Board elect to stop collecting the deposits, in my opinion, yes. Article X, Section 21(G) of the Declaration, gives the Association the authority to collect the deposits but not the obligation to do so. As such, the Board can elect to cease the practice and not hold tenant deposits going forward. In my opinion, and consistent with the Association’s experience, there is little upside and some administrative downside to holding the deposits.”

MOTION:

Pat Emerson made a motion that Baycrest stop collecting \$500 lease security deposits from lessees effective January 1, 2023, and that all Security Deposits be either returned to lessees or remitted to the State of Florida as Unclaimed Property by the reporting deadline of May 1, 2023. Dave Robb seconded the motion. All were in favor and the motion passed.

The lease that was just approved will be refunded their deposit.

NEW BUSINESS

Special Assessment

MOTION: Lynda Moryl made a motion to Special Assess all homeowners \$418.70 with a tentative due date of March 1st. Amy Spiegel seconded the motion. All were in favor and the motion passed.

A letter and agenda will be mailed to all owners on or before January 11th regarding the Special Assessment. The next meeting will be the Special Assessment meeting to approve the assessment and amount due.

OPEN DISCUSSION

Repainting of Mailboxes – Tabled until more information has been given.

Next Meeting

Special Assessment/Board of Directors Meeting – January 25, 2023, 10am, PLCA and GoToMeetings

2023 Annual Meeting – February 22, 2023, 3:30pm PLCA, Dinner Following

Future Board Meetings – Fourth Wednesday, 10am at the PLCA Community Center and GoTo Meetings.

Baycrest Board Meeting Minutes

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With no further business, the meeting was adjourned at 11:17AM with a motion by Miki Knoche and seconded by Jennifer Seefeld. Meeting was adjourned.

Respectfully submitted by

Cathy Avenatti, CAM,
Property Manager Baycrest Homeowners' Assoc., Inc.

APPROVED