

**BAYCREST AT PELICAN LANDING HOMEOWNERS  
ASSOCIATION, INC.  
BOARD MEETING MINUTES HELD ON JANUARY 17, 2013  
AT THE PELICAN LANDING COMMUNITY ASSOCIATION**

Directors Present: JC Linegar, Marilyn Hara, Don Coulson, Jim Harlan, Ralph Saltsgaver and Bill Whelan

Director Absent:

ACSMC Committee: Joe Hammerman and Janet Lieb

Representing Gulf Breeze Management Services LLC: Nancy Weidner

JC Linegar called the meeting to order at 7:00 P.M. and quorum was established. The notice was posted timely.

On motion by Bill Whelan, seconded by Marilyn Hara and carried unanimously to approve the December 12, 2012 board meeting minutes.

### **Committee Reports**

#### **Finance**

Don Coulson was \$40,000 under budget for the year. Lower legal costs on foreclosure properties, lower write-offs for bad debt, and lower Irrigation water and plant replacement costs contributed to this.

#### **Director Appointment**

On motion by Bill Whelan, seconded by Ralph Saltsgaver and carried unanimously by the Board, resident Leo Michels was named a director to complete the term of Keith Huffman, which expires at the Annual Meeting in 2014.

#### **Social Committee**

Margaret Fowler requested a later start time for the Annual Meeting, stating that the committee felt more residents would attend and stay for the social if the meeting were held at 4:00PM. The Board agreed to change the annual meeting time to 4:00 PM and the property manager will notify the residents..

#### **Pool Report**

John Oblak reported that the health department closed the pool last week, citing depressed pavers at 3 ½ feet, a chipped grill cover on the drain, a frayed lifesaving rope, and the absence of soap in bathroom dispensers. These were remedied by the next day and the pool was reinspected and reopened.

John noted that after the Thursday cocktail party, the sliding doors on the lanai were left open and the outside fans were running. He reminded everyone to close up properly after poolhouse use.

### **Lease & Sales**

The following were approved:

Lease for 25252 for March 1-March 31

Sale for 25422

### **ACSMC**

Joe Hammerman reported the following:

- The CDD installed the annuals at the entrance
- The four coach light styles approved by the DRC are on the bulletin board with request forms. These are the only lights approved for installation as of this date
- 25344 requested removal of an oak which is raising pavers and interfering with the growth of a nearby palm. The ACSMC was divided on whether to approve removal, and the Board will review the request to the DRC.

### **UOC report**

Swann Fredrickson's report will be posted on the website.

### **Property Manager Report**

The board was given the work order report.

The interior pest treatment will be done on Feb. 5 & 6. Residents requested a more specific schedule so that owners do not have to remain at home for a day or two waiting for their treatment..

Members of the board, the ACSMC and the property manager did a landscape walk on Jan. 9 with Bill Garrison of Moore Landscaping. At this time only the front properties were viewed; most were in good shape. The next walk will be include backyards. Moore's provided a wet check schedule which is now posted on the bulletin board.

### **Pending Issues**

#### **Landscape Proposals**

Three proposals have been presented to the Board besides a new contract from Moore's. JC Linegar appointed a committee of the following members to review these proposals

Marilyn Hara  
Ralph Saltgaver  
Joe Hammerman

Marilyn Hara read the committee's recommendations which are attached to these minutes. Out of the three new proposals, they recommended interviewing Greenscapes and Kyburz.

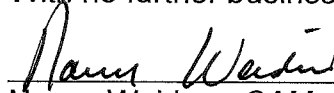
Some owners attending the meeting endorsed the recommendations while others wanted to keep Moore Landscaping. The community is very divided on this issue.

The Board ,which is also divided on this issue, will not change landscapers at this time. After the discussions, on motion by Bill Whelan, seconded by JC Linegar and carried by all but Marilyn Hara and Ralph Saltsgaver, the Board will give Moore specific landscaping directives and expectations, while continuing to investigate other options.

**Next Meeting**

The next meeting is the Annual Meeting on February 15, 2013 which has now been changed to a 4:00 P.M. starting time.

With no further business, the meeting was adjourned at 8:35 P.M.

  
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Nancy Weidner, CAM, Property Manager  
Baycrest Homeowners' Assoc., Inc.

**Review and Recommendations, Landscape Proposals**

Solicitation of competitive bids was prompted by complaints of poor performance by Moore:

- Improper or no major trimming as scheduled;
- Untreated irrigation leaks;
- Insufficient weeding or fertilizing;
- Inadequate mulching;
- Insufficient wet checks, leading to component problems and dead vegetation.

More than 60% of our operating budget is spent on landscape maintenance, irrigation repairs, tree trimming, weeding and spraying. Moore’s charges exceed those of the other bidders by 30% or more. One proposal was eliminated quickly based on negative reports of their invoicing practices. Specifications among the three remaining companies, Moore, Greenscapes and Kiburz, are comparable, but Moore’s are the most generic and have the weakest provisions for reporting on their work. Mowing, trimming and spraying are comparable among the bids, but **only Greenscapes offered an initial irrigation audit.**

Once Moore realized that we are examining competitive prices, a wet check schedule magically appeared. We still have not received an irrigation schedule that demonstrates compliance with the CDD restrictions. The last schedule was produced by Baycrest volunteers several years ago.

When I addressed this question—would it be possible to see which irrigation zones were activated at a given time-- to Greenscapes, I had a an affirmative telephone response the same day, on a Friday afternoon at 5:35 PM.

**Recommendation:**

Board member should personally interview Greenscapes and Kiburz and select one of those companies for Baycrest landscaping. The interview should address these issues:

- Size of the crew and potential project manager for our site;
- Monthly horticulture reports;
- Preferred communication channels with Property Manager and/or Baycrest designated rep;
- Irrigation audits and schedule;
- Estimated irrigation repairs, monthly or annually.

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**LANDSCAPE BIDS**

BIDS	COMPANY	PHONE	CONTACT	MONTHLY		YEARLY		NOTES
				PROPOSED COST	PROPOSED COST	PROPOSED COST	PROPOSED COST	
	Greenscapes	643-4471	Linda Rae Nelson	\$4,370.00		\$52,440.00		2 year contract of \$104,880
Landscape maintenance	Kyburz Landscapes	297-2078	Ben Kurtz	\$4,950.00		\$59,400.00		
Landscape maintenance	Mainscape	597-8136	Jessica Simpson	\$6,897.09		\$82,765.09		
Landscape maintenance	Moore Landscaping	992-0016	Tom Moore	\$7,076.40		\$84,916.80		with monthly discount
						\$1,904.00		for extra trimming
NOTE: all contracts have a 30 day cancellation policy. Mainscapes is not very clear on this 30 cancellation policy.								

LANDSCAPE BIDS

SPECIFICATIONS	MOORE	GREENSCAPE	KIBURZ
mowing	weekly or as needed to maintain 3-31/2	weekly May-Nov bi-weekly Nov-Apr	38 x/year, weekly Apr-Oct bi-weekly Nov-Mar
edging	2x/mo or as needed	hard every mowing, soft every other	every mowing
debris	every visit	remove/blow every site visit	chg of resident's
ORNAMENTALS shrubs		4 wk rotation Mar/Sept/Nov/Jan	
palms		specifics crown shaft buds 14 ft from ground	
trees		prune up to 7/cross branch raise canopy charge over 14 feet	
FERTILIZER	6yrs general- turf 4x plus 2 supps trees	turf 4 x yr plants trees 3x yr blow off after app to prevent browning no nitrogen Jun thru Sept	3 x yr turf 3 x yr palms Oct Mar Jun
SPRAY SERVICES	turf spray as needed to maintain less than 10% weeds turf 6x/yr granules for fireants beds weekly for under 5" manual pull over 5"	weed chemicals 8 wk cycle grubs separate billing	
IRRIGATION	wet checks mo'ly 1/4 property weekly* 27.50/hr	monthly maintenance initial audit bi-annual review afterwards 45/hr repairs up to 200 without approval	60/hr plus repair costs for add'l labor
Napier Sprinkler TBD	293-6646 Ian Whitmer	6 "poppups 10.25 1" valves 39.50 10" cover boxes 22.50 tees couplers 1-2 ea valves solenoids not pumpstations, main line filters not backflow prevention	nozzles 5 valves/solenoids 15 risers heads rotor 28
MANAGEMENT REPORTS	?	every 2 mos or as agreed irrigation monthly hroticulture monthly	weekly meeting? Designate report prop mgr
MULCH	4.36 2 cuft	4.15 cypress 3 cu ft w/install?	3.95 cypress 2 cu ft 4.50 color 2 cu ft w/install

**LANDSCAPE BIDS**

	MOORE	GREENSCAPES	KIBURZ
<b>CONTACTS/REFERENCES</b>			
		Mike Llewellyn, Prop Mgr	Bob Chapin
		Pelican Sound-all common areas	Bonita Bay, Greenbriar 72 homes, 5+ years
		Clement Ross, Prop Mgr	positive/respect
		Eagle Creek	
		property mgmnt is the key	Quail West individual h/o
		yrs with them	positive/responds quickly
		Mike Traina, Prop Mgr	Forest Lakes
		Lighthouse Bay, 654 units	Landscape Chair Feeney
		5+ years	352 units/positive
		Bill Baxter, Pres HOA	
		Pal Colony 5+ years	
		all very positive, all long-term	