

**BAYCREST AT PELICAN LANDING HOMEOWNERS
ASSOCIATION, INC.
BOARD MEETING MINUTES HELD ON FEBRUARY 18, 2015
AT THE PELICAN LANDING COMMUNITY ASSOCIATION**

Directors Present: Don Coulson, Marilyn Hara, JC Linegar, Swann Fredrickson, Toni Paoello, Creighton Phillips, and Ralph Searce

Directors Absent: None

ACSMC Committee: Creighton Phillips and Peaches Searce

Representing Gulf Breeze Management Services LLC: Aharon Weidner

JC Linegar called the meeting to order at 5:00 P.M. and quorum was established. The notice was posted timely.

On motion by Swann Fredrickson, seconded by Toni Paoello, and carried unanimously, the Board approved the January 21, 2015 board meeting minutes.

Property Manager Report

Aharon Weidner reported the following:

- 1) Landscaping
 - a) The landscaping committee and Greenscapes have been developing irrigation priorities. A preliminary priority list was shown to the Board. The landscaping committee may have a more up to date list following their recent meeting.
 - b) The number of complaints regarding landscaping maintenance has been reduced drastically over the last three or four weeks. The primary source of issues has been with irrigation followed by complaints about leaves. Greenscapes seems to be learning the community and addressing its needs better. Hopefully this trend continues.
- 2) CPA
 - a) Wiebel, Hennells, and Carufe provided an engagement letter to perform a review of the 2014 financials and prepare the 2014 tax return. Their cost for the review is \$3875 and \$250 for the tax return. A copy of their letter is in the meeting package.

Roof Cleaning

The Board discussed a proposal from McDonalds Home Care to treat the roofs with algaecide for \$7280. A resident questioned the chemical being used and if it could cause the roof membrane to deteriorate. Aharon Weidner confirmed with the contractor that Copper Sulfate was used and that the contractor reported that it was bio-friendly and safe for use on a roof.

On a motion by Marilyn Hara, seconded by Don Coulson, and carried unanimously the board approved the proposal from McDonalds Home Care to treat the roofs for \$7,280.

Year End Review

On a motion by Don Coulson, seconded by Marilyn Hara and carried unanimously, the board approved signing an engagement letter with Wiebel, Hennells, and Carufe to prepare a review of the 2014 financial statements for \$3,875 and \$250 for the tax return..

Sealcoating

The board discussed three proposals to seal coat the roads and perform asphalt repairs. D&G Seal Coating provided a more expensive quote to repair the asphalt however the proposal closely matched the specifications recommended by Reserve Advisors for the method and materials to be used. Aharon Weidner noted that he believed that D&G Sealcoating would provide root barrier for the areas needing repairs due to oak tree roots while the other two contractors expected the association to have another contractor install the root barrier. Mr. Weidner agreed to confirm that root barrier was being used in D&G Sealcoating's proposal and that the others were not or attempt to reconcile the price difference if it was due to another factor. Repair work is to begin as soon as possible.

On a motion by JC Linegar, seconded by Marilyn Hara, and carried unanimously the board approved the proposal from D&G Sealcoating to repair the asphalt and sealcoat the asphalt for a cost of \$8870.

Reserve Study

Jan Saggett recommended that the Board approve a proposal from Reserve Advisors to perform an update of the reserve study in three years for a discounted rate of \$2250.

On a motion by Don Coulson, seconded by Ralph Searce, and carried unanimously the Board approved the contract with Reserve Advisors to update the reserve study in three years for a cost of \$2250.

ACSMC

Marilyn Hara reported that Janet Lieb wished to step down from the committee. Mrs. Hara recommended that Kelley Kissiah be placed on the committee.

On a motion by Swann Fredrickson, seconded by Ralph Searce, and carried unanimously the Board seated Kelley Kissiah on the ACSMC committee.

Election of Officers

On a motion by Marilyn Hara, seconded by Swann Fredrickson, and carried by a vote with four in favor (Don Coulson, Swann Fredrickson, Marilyn Hara, and Creighton Phillips) the Board made Ralph Searce President. Ralph Searce did not vote.

On a motion by Marilyn Hara, seconded by Swann Fredrickson, and carried unanimously the Board made JC Linegar Vice President.

On a motion by Marilyn Hara, seconded by Ralph Searce, and carried unanimously the Board made Swann Fredrickson Secretary.

On a motion by JC Linegar, seconded by Marilyn Hara, and carried unanimously the Board made Don Coulson Treasurer.

Open Discussion

Master Valve Rain Sensor

The Board discussed adding a master valve rain sensor for the community because most individual rain sensors are not operable and the irrigation system is continuing to run even when it is raining. In addition to wasting water, this leads to sod and plant damage from overwatering during the rainy season.

On a motion by Swann Fredrickson, seconded by Don Coulson, and carried unanimously the board approved installing a master valve and rain sensor for the entire community at a cost of \$1,156.10.

Irrigation Audit

At the January Board meeting, the ASMSC (“landscape committee”) was asked to start prioritizing recommended work listed in the irrigation audit. Marilyn Hara reported the committee worked closely with Greenscapes to physically inspect properties to identify a number of irrigation zones with the worst deficiencies. The committee listed these properties in a “Audit Priorities #1” list provided to the Board and recommended that any audit work start with the irrigation zones on that list. The total cost of the priority work on the list was \$16,150.02.

Mrs. Hara added that the committee needed guidance from the finance committee and the Board to take further action.

In response to a question about available funds, Swann Fredrickson noted that approximately \$15,000 in additional funds had been added to the landscaping section of the 2015 budget (over 2014) for anticipated additional landscaping needs including irrigation repairs, plants, shrubs and sod and miscellaneous landscaping expenses.

It was also noted that the audit cost of \$2,000 is to be credited against any labor costs for work done pursuant to the audit recommendations.

Peaches Searce asked the Board to recognize that the proposed irrigation modifications were renovations and preventative maintenance rather than repairs to the system. She noted that ongoing repairs needed to keep the system operating would continue as usual in areas not being renovated. Mrs. Searce also noted that the committee wanted to implement a limited number of the recommended modifications and monitor the impact in the selected areas to determine if the association would receive enough benefits to consider doing further recommended work in the future.

Kelley Kissiah asked the Board to approve a budget so the committee could work within it to evaluate the impact of the renovations.

The Board asked the landscape committee to monitor the ongoing repairs being performed and compare them with proposed landscaping renovations to prevent duplication of work. Aharon Weidner noted that the audit was completed several months ago and subsequently, some work recommended in the audit such as installing risers or replacing heads had already been done as part of ongoing repair work and would not be duplicated as part of any work done pursuant to the audit recommendations.

On a motion by Swann Fredrickson, seconded by Creighton Phillips, and carried by a vote with four in favor, one against (Toni Paollelo) and 1 abstention (Ralph Searce), the Board approved the landscape committee spending \$7500 plus or minus 15% on irrigation renovations to be chosen by the ACMSC from the Audit Priorities List #1.

Ralph Searce asked that Aharon Weidner ensure that the landscape committee receive incoming irrigation proposals to be vetted in respect to the nature of the work and responsibility for the costs.

Roofs

Ralph Searce asked the Board to consider obtaining a legal opinion on how the association should address their issues with Baycrest roofs and the Association's ability to control the process of replacement.

On a motion by Swann Fredrickson, seconded by Toni Paoello, and carried unanimously the Board approved Ralph Searce seeking a meeting with Becker & Poliakoff to seek legal advice on the matter of roofs.

Open Discussion

Don Coulson noted that the Board should consider assembling a clubhouse renovation committee since there will be reserve funds available in future years.

Swann Fredrickson suggested sending owners a survey asking for input from the community on issues they felt were important to the community. Mrs. Fredrickson noted that she hoped the survey might encourage more volunteers to participate in community affairs.

Ralph Searce thanked JC Linegar for his years of service on the Board including as President and Mr. Linegar was applauded by the entire Board.

Next Meeting

The next meeting is scheduled for March 18, 2015 at 7:00 P.M. at the Community Center.

There will be a meeting scheduled for April 15, 2015 at 7:00 P.M. at the Community Center.

There will be meetings on the third Wednesday of June, August, October and November at 7:00 P.M. at the Community Center. In December, the meeting will be at 7 P.M. on the second Wednesday of the month.

With no further business, and on a motion by Ralph Searce, seconded by Swann Fredrickson, and carried unanimously the meeting was adjourned at 7:30 P.M.

Aharon S. Weidner, CAM, Property Manager
Baycrest Homeowners' Assoc., Inc.