

**BAYCREST AT PELICAN LANDING HOMEOWNERS ASSOCIATION, INC.
BOARD MEETING MINUTES HELD ON OCTOBER 27, 2021
VIA CONFERENCE CALL**

Directors Present: Kevin Hara, Miki Knoche, Toni Paoello, Pat Emerson, Dave Robb, and Anthony Palmerio
Not attending: Lynda Moryl
Representing Gulf Breeze Management Services Inc.: Cathy Avenatti

Kevin Hara called the meeting to order at 10:03AM and quorum was established.

APPROVAL OF MINUTES

On a motion by Toni Paoello and carried unanimously the Board approved the September 22, 2021, Board of Directors meeting minutes with one change the Pat Emerson requested. Anthony Palmerio seconded the motion. All were in favor and the motion passed.

PROPERTY MANAGER REPORT

Cathy Avenatti submitted a report in the Board meeting packet.

COMMITTEE REPORTS

Finance

Kevin Hara thanked Pat Emerson, Brad Thomas (GB Contractor) and Cathy Avenatti for their work on the budget. Pat Emerson went over each line item in detail and with explanations at the workshop in September. The Capital Improvement Fund – A question was asked about this line item and what it is used for. Pat Emerson explained that it is never designated for any particular item. It is something that is used to break even with the budget. If at the end of the year the budget does not break even a vote by the board will be taken to move some of the Capital Funds to pay. It is used as a Reserve.

2022 Budget Adoption

MOTION: Miki Knoche made a motion to pass the 2022 Budget that increases the Quarterly Assessment from \$775 (2021) to \$825 (2022). Pat Emerson seconded the motion. All were in favor the motion passed to Adopt the 2022 Budget.

Baycrest Financials - 9/30/21

Submitted By: Pat Emerson on 10/22/21

Balance Sheet:

Operating General Funds: \$110.1K
Replacement Reserve Funds: \$131.9K
AR: \$0
Total Assets: \$242.0K

Accounts Payable: \$1.9K
Unearned Income: \$36.2
Total Liabilities: \$38.1K

Total Replacement Reserves: \$131.9K
Total Capital Improvements Reserves: \$17.0K

Operating Fund Reserves: \$55.0K
Total Reserve Equity: \$203.9K

Total Liabilities and Equity: \$242.0K

Replacement Reserve Disbursement Summary:

Total YTD disbursements from Replacement Reserves (AC# 5190):
Irrigation Project: \$43.6K
Interest adjustment: \$.8K
Pool Mechanical Updates: \$4.5K
Total: \$48.9K

Income Statement:

Revenues: \$23.3K
(HOA dues, late charges, interest, and app fee)

Total Expenses: \$14.6K
Income/(Loss): \$8.6K
YTD Income/(Loss): \$12.8K

Social Committee Report for the 10/27/21 Baycrest Board Meeting

Next Event: Halloween Happy Hour, Sunday, October 31, 2021, at 5:00 p.m.

The Halloween Happy Hour will be a BYOB and bring an appetizer to share with neighbors. Flyer has been sent to the homeowners on 10/20/21 with a RSVP request to Dorie ASAP. Thanks to Laurie Rubio for helping us to send the flyer on such a short notice. Dorie will bring the nametags to this event.

Future Social Events:

Friday, January 14, 2022, at 4:00 p.m.: Chili Cook-off Contest

Flyer should be sent to residents 12/1/21 for their planning. Since it will be a contest, we discussed that all those attending will get to vote for their favorite chili. All chili types will be accepted. The "winner" of the contest will receive a gift card to a locally owned business (i.e., restaurant). Further details will be discussed at the next social committee meeting.

Wednesday, February 23, 2022: Annual board meeting and dinner

Ginny has offered to obtain additional information to begin planning for a lunch/dinner either before or after the board meeting. She will talk with Toni Paoello to confirm the current board meeting plan (location and time), so we can consider options for a lunch or dinner at our next meeting.

Update: With the meeting now being held at 3:30 p.m. at PLCC, we will plan to have a dinner after the meeting. More information to follow after the next social committee meeting scheduled for November 30, 2021, at 10:30 a.m. at the pool house.

Pool Committee

Dave Robb thanks John Oblak for keeping eyes on the pool over the summer.

Dave Robb and the pool committee will be meeting with CES on 10/28 to review the engineering plan for new equipment and the bidding process.

Lease & Sales Review Board

One sale – closing 11/1/2021

ACMSC

No Report Given

Welcome Committee

No Report Given.

PLCA Board Liaison Update

Report was given on the recent PLCA board meeting.

OLD BUSINESS

Sod Replacement / Irrigation Update

Single Controller Building Block Basics

After the two-wire cable was tunneled around the back of Baycrest, the cable was run principally through the side yards in order to reach the 180+ valves or water zones that are installed in Baycrest. (May - July)

Decoders were run to each of the valves in order to relay open/close signals to each zone. Once installed, the old Rain Bird boxes were removed, and the controller was used to run our irrigation system (late August/September)

Each pair of decoders are numbered but linked to a valve or water zone, not an address. In order to link zones to addresses, Greenscapes and the Baycrest Irrigation committee turned on each zone and identified the address, the watering location (front, side or back) and run length (15 minutes for sprinklers and 30 minutes for rotors). Note: There are a few valves located in center units that control the water for the end units and some rotors reach several back yards simultaneously. Most units have two water zones, some have one, a handful have 3 and the pool area has 6.

The run times for each address was entered on a spreadsheet but not shared with residents because we are in a startup phase. In fact, CDD is moving to Phase 2 effective October 25 (see attached CDD Phase 2 chart)) which knocks out some of watering days/times that were employed during Phase 3 (August - October 24).

We have had to adjust the programs accordingly (see attached run times for Baycrest within the new CDD grid.) This was built over the last couple of days and has several temporary elements.

There are two primary water patterns plus a supplemental one.

- Half of Baycrest was running on Mondays, Wednesdays and Saturdays starting at Zone 1 (25462 Galashields) and running down the outer circle of Baycrest on the east side. The new CDD pump schedule shut down Mondays, so these run times were all moved to Friday, an open day. This allows us to run 3 full days for this half of the schedule.
- The other half of Baycrest ran on Tuesdays, Thursdays, and Sundays. Most of our Sunday run was already blocked on the CDD Phase One grid, an oversight on our part, and it remains blocked in Phase Two. So, we split half of the Sunday run to open slots on Friday and the other half on Saturday.

- In order to help establish the newly planted sod, supplemental water was added three days a week.

Further changes may occur based on visual observations by a quartet of daily walkers (Messrs Hara, Nye, Park and Paoello). They will note any brown spots or dying sod and request additional supplemental water to address the problem.

Even with all those changes, we are adhering to the "no more than 3 zones at any one time" guideline (except for one run time which has 4). This guideline was adopted to minimize the effect of the chronic low water pressure in Baycrest, primarily at the south end.

THE PATH FORWARD

Once the new schedule was agreed upon, all the changes noted above were entered into the controller in minutes. It would have taken hours or days if we had had to enter these changes manually on individual boxes. These changes are all saved in one of the 20 program slots in the Controller. That gives us the flexibility to respond quickly to CDD Phase changes.

We have made a number of changes on the run, some remotely, others at the controller itself, based on alerts from the controller. This is another plus since the alarm often tells us what is causing the problem and which zone is affected

There are other benefits such as event completion logs for every scheduled run and a flow monitor which records gallons used daily and monthly to make sure we stay within the lowest cost first tier. The next tier is 2.5 times more expensive than the first.

Thus, the controller offers key benefits such as speed, flexibility, alerts, and water monitoring.

We are looking for better reporting functions in Centralus, the program used by Hunter. This includes an actual view of the daily schedule. At present we see the programs that will run sequentially or in tandem on any given day, but not actual schedule itself. John Park, one of the Baycrest irrigation committee members, pulled the SD card from the Hunter Controller to see what could be downloaded from the Controller directly into Centralus.

The prime run times start around 8 pm at night and terminate around 9 am the next morning to minimize evaporation from high temperatures and humidity. After the sod is established and we reach a steady state, we will send homeowners their run times upon request. Guidelines will be established to request: (a) turning their sprinklers on for inspection; (b) changes in run times, or (c) supplemental water ("yes" for a new garden bed but "no" for a single plant).

Monitoring guidelines also need to be established once we reach a steady state. At present, one of Greenscapes Managers is in contact or with us daily during start-up. That will not be the case on a normal basis, so we have to reach an agreement with Greenscapes on how often they will monitor the system and how soon they will make needed changes. Several of us on the Baycrest irrigation committee now monitor Centralus daily and will continue to do so; however, we do not have the knowledge to make program changes.

Thank you for Marilyn Hara, Jamie Grofik, Bob and Toni Paoello and John Park for the repairs to the areas in which the irrigation clocks were mounted to the homes. By their volunteering, it saved the association \$1900.

NEW BUSINESS

New Bike

John Oblak submitted three proposals for a new bike at the gym.

MOTION: Miki Knoche made a motion to purchase the Commercial Exercise Bike All Incumbent in the amount of \$857.42 along with 89.00 assembly and \$89.00 3-year protection from Amazon. Funds will be taken from the Reserve expenditure. Toni Paoello seconded the motion. All were in favor the motion passed.

The old bike will need to be removed and the new bike purchased by a homeowner with reimbursement.

Pool Chairs

Toni Paoello mentioned that there are a few lounge chairs that have stains that can't be removed. She suggested that the lounges be restored, restrapped, or replaced and will look into a proposal. Board Treasurer mentioned that there are no funds for this at this time.

Seal Coating

Comments were made on the unsightly condition of our streets and suggested a professional evaluation on whether to reseal or replace. Certainly, valid since it is Baycrest's responsibility to maintain our streets.

Background:

Present Budget Situation:

Near term major project expenditures (actual irrigation and expected pool) placed extreme pressure on Baycrest's reserves. The proposed 2022 Budget eliminated near term seal coating, placing it in 2030, six years after asphalt replacement in 2024. The rationale: A qualified pavement specialist stated that seal coating will only last 1-3 years, will not protect the roadways at this point and would be purely aesthetic and a waste of money.

Possible Alternatives:

The 2020/2021 Reserve Study shows an expected life of 3-5 years for sealcoating plus spot repaving. Anthony Palmerio got bids and expected life estimates from 3 qualified vendors who were asked to assess our current street condition. All three stated that our streets are structurally sound, and that seal coating would protect our streets and could be expected to last 3-5 years. Their bids are outlined below.

Bain Sealcoat - \$10,677

Apply 2 spray coats of Tarconite Brand rubberized non-skid coal tar emulsion and 3 pounds of Silica sand per gallon." "One year warranty"

Price requires completion in 2021.

Bonness - \$10,675.88

"Spray two full strength coats of PolyTar (a highly refined pavement coating hot blended and cross-linked with 7% plymers, mixed with 3 lbs of silica sand per gallon of sealant)". "Polytar should outlast othersealants two to one". "Due to the existing asphalt conditions, Bonness cannot guarantee that existing asphalt cracks will be fully covered/filled in during the sealcoating process." No warranty stated.

D&G Pavement Solutions - \$8,350 (Did the last Baycrest sealcoat in 2015).

Install (1) squeegee layer and (1) spray layer of Neyra premium sealcoat. Sealer mixes to contain 2% latex additive and 3-5 lbs. of silica sand per gallon. No warranty stated

These estimates and life expectancies raise the possibility that near term seal coat could provide a double bonus:

(1) aesthetics plus protection now and (2) push repaving to a later date to relieve pressure on near term reserves and give us another year to evaluate our street condition/need for re-paving.

Next Steps:

1. Board discussion on sealcoating now (2022-time frame) and push repaving to a later year. This would require pulling the seal coat reserve into 2022 and moving repaving back another year to 2025. The option is to keep the Reserves as is.
2. If the Board is interested in pursuing sealcoating, Paul Dickensheets will vet the bidders. He has an engineering background well suited in getting to the pertinent technical details to come up with the best bid.

Thank you, Anthony, for following through on the bids.

MOTION: Dave Robb made the motion to proceed with seal coating the roads in the near future with D&G Pavement Solutions in the amount of \$8350.00. D&G Pavement Solutions had the most solid proposal. Anthony Palmerio seconded the motion. There were 4 Yes (Dave Robb, Kevin Hara, Anthony Palmerio, Pat Emerson, and Toni Paoello) and one Nay (Miki Knoche). Motion Passed.

Paul Dickensheets and Anthony Palmerio will manage the project.

Roof Cleaning

MOTION: Kevin Hara made a motion to have the association fund the roof cleaning with algacide treatment in the 2023 budget. Miki Knoche seconded the motion. All were in favor and the motion passed. This will be added to the 2023 Budget.

Next Meeting

Board of Directors Meeting – Wednesday, December 22, 2021, at 10:00 am via Webex.

With no further business, Kevin thanked everyone for their participation and bid them a great rest of their day. The meeting was adjourned at 11:22AM.

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