

**BAYCREST AT PELICAN LANDING HOMEOWNERS  
ASSOCIATION, INC.  
BOARD MEETING MINUTES HELD ON OCTOBER 17, 2018  
AT THE PELICAN LANDING COMMUNITY ASSOCIATION**

Directors Present: Paul Dickensheets, Lynda Moryl, Rick Nye, Toni Paoello, Creighton Phillips, and Tim Shepherd

Directors Absent: John Knoche

ACSMC Committee: Kelly Kissiah

Representing Gulf Breeze Management Services Inc.: Aharon Weidner

Creighton Phillips called the meeting to order at 5:00 P.M. and quorum was established.

**RECORDING OF MEETINGS**

No one noted that they were recording the meeting.

**APPROVAL OF MINUTES**

*On a motion by Toni Paoello, seconded by Rick Nye, and carried unanimously the Board approved the July 18, 2018 board of directors meeting minutes as presented.*

**PROPERTY MANAGER REPORT**

Aharon Weidner reported that Baycrest had been relatively quiet lately however two significant issues had recently come up. The pressure differential switch on the irrigation filter had gone bad and needed to be replaced. Hoover had replaced the switch at a cost of \$889.10. Mr. Weidner noted that individuals running their systems outside of the times scheduled by Greenscapes may cause problems with the pressure differential which reduces water to the entire community and causes more wasted water.

There was also a leak found in the coils one of the pool heaters. The cost to repair the heater was almost the price of replacing the unit. A new heater provided by Pool Doctor will cost \$3510.16. The warranty on the proposed heat pump is 2-year parts and labor, 7 years on parts, and 10 years on the heat exchanger.

*On a motion by Linda Moryl, seconded by Tim Shepherd, and carried unanimously the Board approved purchasing a new heat pump at a cost of \$3510.16 to be paid out of reserves.*

Mr. Weidner reported that one long-past due issue to be resolved is the pool gate. He noted that there had been some delay in the project due to matching the powder coating with paint color used on the mailboxes however the RAL color code had been provided to Carter Fence in early June. At that time Carter Fence had indicated that the gate would be installed in late July or early August. In late July, when following up on an installation date, Carter Fence indicated that they had never been given the order or the paint colors. After forwarding previous emails where Carter Fence acknowledged receipt of said emails they back-tracked

and apologized for the inconvenience and provided an installation date of October 10. On October 10 Mr. Weidner received an email indicated that the RAL color 6040 didn't exist. The color originally provided to them was 6004. After sending them a copy of the email they indicated it would take two days to get the gate powder coated. On Monday, October 15 Carter Fence was again a no-show. After calling and emailing the contractor Carter Fence replied on October 16 with an installation date of October 19 however the date was in the installer field and the installer name was in the date field. Mr. Weidner then called Carter Fence to confirm the installation date of October 19 due to the miscommunication provided by Carter Fence.

Aharon Weidner reported that he had been working on obtaining proposals to re-roof the clubhouse. Two contractors on the list provided by Forge Engineering had declined to bid on the job. Advance Roofing and Sheet Metal had quoted a cost of \$45,980 for a singly-ply system with an upcharge of \$3168 to add a second ply of underlayment. Crowther Roofing and Sheet Metal had quoted \$32,900 for a single-ply system. Both contractors had been provided the specifications which Forge Engineering had provided. The Board discussed using a single-ply underlayment and using foam adhesive for the new roof.

*Rick Nye moved to accept the proposal from Crowther Roof contingent on obtaining a full insurance reimbursement minus the deductible of \$6078.10 and Crowther Roofing providing a revised proposal using foam adhesive. The motion was seconded by Toni Paolello and carried unanimously.*

### **Finance Committee**

Rick Nye reported that YTD there was \$312K in reserves, a new CD will be purchased for one year with 2.59% interest, capital improvements at \$7100. YTD P&L over primarily due to irrigation water.

### **2019 Budget**

Rick Nye presented a draft budget. He noted that the latest reserve study had a \$6000 increase in reserve funding for 2019. The proposed budget has a \$10,000 increase, \$6000 of which is for reserves, \$4000 is for irrigation water expense. Mr. Nye noted some individual line item changes. Legal has been raised by \$500 from \$1500 to \$2500. Irrigation Water has been increased from \$6000 to \$10,000. Roof cleaning has been eliminated from the budget. Tree trimming was increased from \$7500 to \$13,241 to account for hardwood trimming in 2019.

Linda Moryl noted that she intended to work with the ACMSC to develop a long-term landscaping plan.

The Board agreed by consensus to send the proposed budget as presented by Rick Nye with quarterly assessments of \$700.00 per home.

### **Social Committee**

Shelia Phillips provided a report on recent social activities. There will be a welcome back party on November 1. The theme will be "Sinners and Saints." The event will be a pot luck and deserts will be provided. There will also be a 50-50 raffle.

### **Pool Committee**

Toni Paoello reported that the walls in the pool are not being cleaned regularly enough. Aharon Weidner noted that he will contact Pool Doctor regarding the algae on the walls of the pool. The pool planters were replanted and repainted by Toni Paoello.

### **Clubhouse Renovations**

Creighton Phillips has received several more estimates regarding the clubhouse. He noted that he has been working with a project manager from Thompson Contracting which has been helpful at putting together some plans. Mr. Phillips plans to hold a pool committee meeting once he receives a proposal.

### **Lease and Sales Review Board**

John Oblak reported that four seasonal leases had been approved. One annual renewal had been approved. Four seasonal leases have not yet been received, the addresses were 25342, 25292, 25212, 25462. 25244 and 25274 had been sold however no paperwork had been submitted. Aharon Weidner agreed to follow up on the unapproved leases and sales.

### **ACMSC**

Kelly Kissiah reported that four homes were approved to have modifications for landscaping. One ARC application was approved. Overall, the landscaping looks good right now. Some plants were recently installed around the pool entrance and those plants look good. Trimming had recently been completed. A few plant beds need to be raked out and Greenscapes plans to work on that in the upcoming weeks. Seven sets of roofs had recently been submitted and approved. Three roofs are currently being replaced. The last scheduled roof replacement which has been approved is set to start in January. Mulch is scheduled to begin in early November.

### **Welcome Committee**

Kelly Kissiah noted that the welcome packets had recently been revised. One homeowner has yet to receive a new packet. Mrs. Kissiah asked that the Sales and Lease Review Board provide her with notification of sales so that she could deliver welcome packets.

### **PLCA Board Liaison**

Karlene Dispuzak reported on the previous two PLCA meetings. The lawsuit with WCI is on hold as a general agreement on all key issues has been reached. The trademark on Pelican Landing and Board expansion is still uncertain. Raptor Bay will be residential only with no timeshares. Landscaping on berm is completed and landscaping will be revamped at the Pelican Nest Circle next. The food trailer test at the Marina by the Hyatt over Labor Day was successful. John Jenkins from BSU presented on green algae noted that drinking water is safe as it comes from wells instead of surface water. Club Essential will be developing a web site.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Leash Law**

Toni Paoello reported that owners need to keep their dogs on a leash. Aharon Weidner agreed to add language regarding keeping dogs on a leash to a letter to be sent along with the budget meeting notice.

**Speed Limit**

Creighton Phillips noted that a number of residents need to obey the speed limit which is 25 MPH. Aharon Weidner agreed to add language regarding speed to a letter to be sent along with the budget meeting notice.

**Bereavement Gift**

Toni Paoello noted that no one had been handling bereavement gifts. She agreed to handle the process for the time being. The Board agreed by consensus that the Secretary shall handle bereavement gifts going forward.

**OPEN DISCUSSION**

**Next Meeting**

The next meeting will be November 28, 2018.  
Annual Meeting February 27, 2019.

With no further business, and on a motion by Linda Moryl, seconded by Toni Paoello, and carried unanimously the meeting was adjourned at 6:40 P.M.

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

**BAYCREST HOMEOWNERS  
ASSOCIATION, INC PROPOSED  
BUDGET FOR THE PERIOD  
JANUARY 1, 2019 THRU  
DECEMBER 31, 2019**

DATE PREPARED: OCTOBER 17, 2018

# of Units: 90

Description	2018 YTD BALANCE	FOUR MONTH ESTIMATE	12/31/18 PROJECTED BALANCE	APPROVED 2018 BUDGET	VARIANCE PROJECTION VS. BUDGET	2019 PROPOSED BUDGET	NOTES
<b>OPERATING &amp; RESERVE INCOME</b>							
6010 Owner Maintenance Income	\$ 162,000	\$ 77,400	\$ 239,400	\$ 243,000	\$ (3,600)	\$ 252,000	
6040 Late Charges	\$ 334	-	\$ 334	-	\$ 334	-	
6060 Bank Interest - Operating	\$ 188	-	\$ 188	-	\$ 188	-	
6123 Mailbox 2018	\$ 20,250	-	\$ 20,250	-	\$ 20,250	-	
6139 SA Hurricane Irma 2017	\$ 30,420	-	\$ 30,420	-	\$ 30,420	-	
6210 Application Fees	\$ 700	-	\$ 700	-	\$ 700	-	
6280 Prior Year Surplus	\$ 114	\$ 2,822	\$ 2,936	\$ 171	\$ 2,765	\$ 972	
6290 Miscellaneous Income	\$ 0	-	\$ 0	-	\$ 0	-	
6297 Hurricane Irma 17 Ins Claim	\$ 8,145	-	\$ 8,145	-	\$ 8,145	-	
<b>Total Operating &amp; Reserve Income</b>	<b>\$ 222,152</b>	<b>\$ 80,222</b>	<b>\$ 302,374</b>	<b>\$ 243,171</b>	<b>\$ 59,203</b>	<b>\$ 252,972</b>	

<b>TOTAL INCOME</b>	<b>\$ 222,152</b>	<b>\$ 80,222</b>	<b>\$ 302,374</b>	<b>\$ 243,171</b>	<b>\$ 59,203</b>	<b>\$ 252,972</b>	
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**OPERATING EXPENSE**

<b>ADMINISTRATIVE</b>							
7010 Legal	\$ 1,897	\$ 632.24	\$ 2,529	\$ 1,500	\$ 1,029	\$ 2,000	
7020 Filing Fees - State of Florida	\$ 61	-	\$ 61	\$ 61	\$ 0	\$ 61	
7030 Accounting Fees	\$ 275	\$ 4,125	\$ 4,400	\$ 4,500	\$ (100)	\$ 4,500	
7050 Management Fees	\$ 11,776	\$ 5,888	\$ 17,664	\$ 17,664	\$ -	\$ 17,664	
7060 Professional Fees	\$ -	-	\$ -	\$ 2,000	\$ (2,000)	\$ -	
7140 Office Expense	\$ 1,528	\$ 764	\$ 2,292	\$ 2,292	\$ -	\$ 2,292	
7170 Misc Administrative Expense	\$ 1,330	\$ 250	\$ 1,580	\$ 1,250	\$ 330	\$ 1,250	
<b>Total Administrative Expense</b>	<b>\$ 16,867</b>	<b>\$ 11,659</b>	<b>\$ 28,526</b>	<b>\$ 29,267</b>	<b>\$ (741)</b>	<b>\$ 27,767</b>	

<b>INSURANCE</b>							
7510 Insurance - General Liability	\$ 7,929	\$ -	\$ 7,929	\$ 8,200	\$ (271)	\$ 8,200	
<b>Total Insurance Expense</b>	<b>\$ 7,929</b>	<b>\$ -</b>	<b>\$ 7,929</b>	<b>\$ 8,200</b>	<b>\$ (271)</b>	<b>\$ 8,200</b>	

<b>UTILITIES</b>							
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2018 YTD BALANCE      12/31/18 PROJECTED BALANCE      APPROVED 2018 BUDGET      VARIANCE PROJECTION VS. BUDGET      2019 PROPOSED BUDGET      NOTES

Description	2018 YTD BALANCE	FOUR MONTH ESTIMATE	12/31/18 PROJECTED BALANCE	APPROVED 2018 BUDGET	VARIANCE PROJECTION VS. BUDGET	2019 PROPOSED BUDGET	NOTES
7620 Water - Irrigation	\$ 7,351	\$ 3,675.54	\$ 11,027	\$ 6,000	\$ 5,027	\$ 10,000	
7630 Sewer & Water	\$ 1,043	\$ 521.36	\$ 1,564	\$ 1,200	\$ 364	\$ 1,500	
7640 Electricity	\$ 5,538	\$ 2,768.96	\$ 8,307	\$ 8,500	\$ (193)	\$ 8,500	
7650 Telephone	\$ 446	\$ 222.87	\$ 669	\$ 750	\$ (81)	\$ 750	
<b>Total Utilities Expense</b>	<b>\$ 14,377</b>	<b>\$ 7,189</b>	<b>\$ 21,566</b>	<b>\$ 16,450</b>	<b>\$ 5,116</b>	<b>\$ 20,750</b>	

AMENITIES							
7810 Amenities Repair	\$ 1,504	\$ 500	\$ 2,004	\$ 2,000	\$ 4	\$ 2,000	
8010 Pool/Spa Maintenance Contract	\$ 3,472	\$ 1,808	\$ 5,280	\$ 5,280	\$ -	\$ 7,680	
8020 Pool/Spa Repairs	\$ 2,399	\$ 1,199.49	\$ 3,598	\$ 5,000	\$ (1,402)	\$ 5,000	
8030 Pool/Spa Permits	\$ 250	\$ -	\$ 250	\$ 250	\$ -	\$ 250	
8040 Pool Testing	\$ 1,488	\$ 672	\$ 2,160	\$ 2,160	\$ -	\$ -	Combined with 8010
8090 Misc Pool/Spa Expense	\$ 727	\$ -	\$ 727	\$ 750	\$ (23)	\$ 750	
<b>Total Amenities Center Expense</b>	<b>\$ 9,840</b>	<b>\$ 4,179</b>	<b>\$ 14,019</b>	<b>\$ 15,440</b>	<b>\$ (1,421)</b>	<b>\$ 15,680</b>	

MAINTENANCE							
8123 Mailbox 2018	\$ 20,525	\$ -	\$ 20,525	\$ -	\$ 20,525	\$ -	
8140 Pressure Washing	\$ -	\$ -	\$ -	\$ 7,500	\$ (7,500)	\$ -	Roof cleaning
8180 Fire Equipment	\$ -	\$ -	\$ -	\$ 1,500	\$ (1,500)	\$ 1,500	
8220 Janitorial Supplies	\$ 305	\$ 120	\$ 425	\$ 350	\$ 75	\$ 350	
8230 Janitorial Services	\$ 1,648	\$ 824	\$ 2,472	\$ 2,472	\$ -	\$ 2,472	
8290 Misc Maintenance Expense	\$ 2,047	\$ 500.00	\$ 2,547	\$ 2,500	\$ 47	\$ 2,500	
<b>Total Maintenance Expense</b>	<b>\$ 24,525</b>	<b>\$ 1,444</b>	<b>\$ 25,969</b>	<b>\$ 14,322</b>	<b>\$ 11,647</b>	<b>\$ 6,822</b>	

LANDSCAPING							
8310 Landscape Maintenance Contract	\$ 56,720	\$ 28,360	\$ 85,080	\$ 85,080	\$ -	\$ 85,080	
8320 Plants/Shrubs/Sod	\$ 1,669	\$ -	\$ 1,669	\$ 1,500	\$ 169	\$ 2,000	
8330 Mulch	\$ -	\$ 16,000	\$ 16,000	\$ 16,000	\$ -	\$ 16,000	
8350 Irrigation Repairs	\$ 7,036	\$ 2,345.42	\$ 9,382	\$ 10,000	\$ (618)	\$ 10,000	
8410 Tree Trimming	\$ -	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ 13,241	Hardwoods in 2019
8490 Misc Landscaping Expense	\$ -	\$ -	\$ -	\$ 1,000	\$ (1,000)	\$ 1,000	
<b>Total Landscaping Expense</b>	<b>\$ 65,425</b>	<b>\$ 54,205</b>	<b>\$ 119,631</b>	<b>\$ 121,080</b>	<b>\$ (1,449)</b>	<b>\$ 127,321</b>	

PEST CONTROL							
8520 Building Pest Control	\$ 3,520	\$ 1,412	\$ 4,932	\$ 4,932	\$ (0)	\$ 4,932	
<b>Total Pest Control Expense</b>	<b>\$ 3,520</b>	<b>\$ 1,412</b>	<b>\$ 4,932</b>	<b>\$ 4,932</b>	<b>\$ (0)</b>	<b>\$ 4,932</b>	

Description	2018 YTD BALANCE	FOUR MONTH ESTIMATE	12/31/18 PROJECTED BALANCE	APPROVED 2018 BUDGET	VARIANCE PROJECTION VS. BUDGET	2019 PROPOSED BUDGET	NOTES
<b>HURRICAN IRMA EXPENSE</b>							
8897 Hurricane Irma 2017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	
Total Hurricane Irma Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	
<b>TOTAL OPERATING EXPENSE</b>	\$ 142,483	\$ 80,089	\$ 222,572	\$ 209,691	\$ 12,881	\$ 211,472	
<b>NET OPERATING EXPENSE</b>	\$ 142,483	\$ 80,089	\$ 222,572	\$ 209,691	\$ 12,881	\$ 211,472	
<b>RESERVE CONTRIBUTIONS</b>							
9190 Reserves - General Fund	\$ 26,610	\$ 10,224	\$ 36,834	\$ 35,480	\$ 1,354	\$ 41,500	
Total Reserve Contribution	\$ 26,610	\$ 10,224	\$ 36,834	\$ 35,480	\$ 1,354	\$ 41,500	
<b>TOTAL OPERATING &amp; RESERVE</b>	\$ 169,093	\$ 90,313	\$ 259,406	\$ 245,171	\$ 14,235	\$ 252,972	
<b>NET OPERATING &amp; RESERVE</b>	\$ 169,093	\$ 90,313	\$ 259,406	\$ 245,171	\$ 14,235	\$ 252,972	
<b>NET SURPLUS (DEFICIT)</b>	\$ 53,058	\$ (10,091)	\$ 42,967	\$ (2,000)	\$ 44,967	\$ 0	
<b>RESERVE EQUITY</b>							
5190 Reserves - General Fund	\$ 308,237	\$ 3,830	\$ 312,067	XXXXXX	XXXXXX	\$ 41,500	
5490 Reserves - Earned Interest	\$ 549	\$ (548.57)	\$ -	XXXXXX	XXXXXX	\$ -	
5491 Reserves - Accrued Interest	\$ 3,281	\$ (3,281.20)	\$ -	XXXXXX	XXXXXX	\$ -	
Total Reserve Contribution	XXXXXX	\$ 0	XXXXXX	\$ -	\$ -	\$ 41,500	
Total Reserve Equity	\$ 312,067	XXXXXX	\$ 312,067	XXXXXX	XXXXXX	XXXXXX	
<b>SUMMARY -- BASED ON 90 UNITS</b>							
	2018	2019	2018 Annual Per Unit	2019 Annual Per Unit	2018 Quarterly Assessment	2019 Quarterly Assessment	
<b>NET OPERATING EXPENSE</b>	\$ 209,691	\$ 211,472	\$ 2,328	\$ 2,339	\$ 582	\$ 585	
<b>TOTAL RESERVE EXPENSE</b>	\$ 35,480	\$ 41,500	\$ 394	\$ 461	\$ 99	\$ 115	
<b>TOTAL</b>	\$ 245,171	\$ 252,972	\$ 2,722	\$ 2,800	\$ 681	\$ 700	

WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVE USES OF EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY FOR PAYMENT

Description	2018 YTD BALANCE	FOUR MONTH ESTIMATE	12/31/18 PROJECTED BALANCE	APPROVED 2018 BUDGET	VARIANCE PROJECTION VS. BUDGET	2019 PROPOSED BUDGET	NOTES
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OF UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS.