

**BAYCREST AT PELICAN LANDING HOMEOWNERS ASSOCIATION, INC.
BOARD MEETING MINUTES HELD ON DECEMBER 22, 2021
VIA WEBEX**

Directors Present: Kevin Hara, Miki Knoche, Lynda Moryl, Pat Emerson, Dave Robb, and Anthony Palmerio
Not attending: Toni Paoello
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

Miki Knoche made the motion to approve the October 27, 2021, Board of Directors meeting minutes. Dave Robb 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

Financial Report

Baycrest Financials - 11/30/21

Submitted By: Pat Emerson on 12/22/21

Balance Sheet:

Operating General Funds: \$119.1K

Replacement Reserve Funds: \$135.0K

AR: \$.8

Total Assets: \$254.9K

Accounts Payable: \$2.3K

Unearned Income: \$49.2K

Total Liabilities: \$51.5K

Total Replacement Reserves: \$135.0K

Total Capital Improvements Reserves: \$17.8K

Operating Fund Reserves: \$50.6K

Total Reserve Equity: \$203.4K

Total Liabilities and Equity: \$254.9K

Replacement Reserve Disbursement Summary:

Total YTD disbursements from Replacement Reserves (AC# 5190):

Irrigation Project: \$53.3K

Interest adjustment: \$.8K

Pool Mechanical Updates: \$4.5K

Total: \$58.6K

Income Statement:

Revenues: \$23.3K

(HOA dues, late charges, interest, and app fee)

Total Expenses: \$16.0K

Income/(Loss): \$7.3K

YTD Income/(Loss): \$8.5K

Capital Contribution

In November there was one contribution of \$775 (which is one quarter of the assessment). Capital Contribution is a fund that is used for capital improvements and not guaranteed. If there are no sales, then there are no contributions to this fund. This fund is used for unexpected projects that are not budgeted for the current year or in Reserves. The money can also be used to balance the operating income to \$0 in the event of end of year losses.

Social Committee Report for the 12/22/21 Baycrest Board Meeting

Baycrest Pool house Updates:

Bookcase: The purchase of bookcases was approved by the board as a 2021 expense. Pat purchased two white bookcases from Amazon for \$317.48 and will be reimbursed from the HOA. Delivery will be in December and assembly thereafter for them to be ready for the upcoming season.

Owl Raffle Flyer:

Joan Geerlings generously donated a carved owl that was made by Howard. Pat prepared a flyer that was sent out to the community announcing Pre-Sale of tickets. Ticket prices are \$5 for one and \$10 for three. Winner of the raffle will be determined at the Annual Baycrest Meeting on February 23. Proceeds to benefit social activities at Baycrest.

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

The Halloween Happy Hour was a great success. Fun was had by all!

Future Social Events:

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

Flyer done and was sent the first week of December. Everyone attending will get to vote for their favorite chili. All chili types will be accepted. The top three winners of the contest will receive a gift card and maybe a certificate of recognition of some sort.

First place: \$ 25

Second place: \$10

Third place: \$10

Wednesday, February 23, 2022: Annual board meeting and dinner. Kris is working on getting pricing for the dinner from Nino's and will inform Pat when she has information. PLCC was reserved by Miki, and she went over the set ups needed for the rooms with Maribeth. We need a table for nametags and raffle tickets, a sign-in table for Cathy Avenatti, and table and chair set up for approximately 70 people. The rooms and kitchen will be available to us at 2:30 for set ups and the meeting is scheduled for 3:30. The dinner will follow. The following are the open items for the dinner:

Menu/Pricing

Dessert purchase

Confirm one week prior to dinner for PLCC to provide tablecloths, napkins, and tableware, including plates and silverware

Table Decorations

Flyer to the community

Starting in January, the Social Committee agreed that we would have Baycrest Movie nights at the Prado. It would be the first or second Tuesday of the month. On Tuesday's, Prado offers VIP seats for \$8 and General are \$6. There would be no sign ups and neighbors would just meet there. Most felt that an earlier showtime would be best so people could do dinner afterwards. The remaining details will be discussed at the next social committee meeting.

March or April event: Rent the Pelican Landing boat. Barb T. is looking into the details with PLCC for this event, including available dates and parking. A recent newsletter stated that it cost \$400 to rent the boat. The cost per person would be based on the number of people attending. It would be a BYOB and appetizer to share.

Pool Committee

No report given.

Lease & Sales Review Board

No report given.

ACMSC

No report given.

Kevin is working with Greenscapes to simplify the workorder requests and a more detailed report will be given at the January meeting.

Welcome Committee

No report given.

PLCA Board Liaison Update

No report given.

OLD BUSINESS

Sod Replacement / Irrigation Update

No update given as sod replacement and irrigation was deferred to January 2022 due to seal coating. This will resume in 2022.

NEW BUSINESS

Pool Repair

A claim was filed with the insurance company and an adjuster has come out to look at the pool. Omega Forensics will be out after the holidays for another inspection. The adjuster did state that repairs should not start until the insurance claim is resolved.

Baycrest Board Summary for Pool Repair and Resurfacing Proposal

Submitted by: Baycrest Pool Committee

Date: December 20, 2021

Overall Summary: The pool surface damage was noted and discussed at the last board meeting on October 27, 2021. Since that time, further investigation for the damage was done by the Board and Pool Committee.

The estimated time to complete the repair is 30 days once the material is obtained. The current estimated time to start the project is January 2022. The Pool Committee realizes that the pool repair will occur during season; however, the recommendation is that Baycrest complete the pool repair as soon as possible. The reasoning is as follows:

- The blistering of the pool walls could become worse and break away into the pool causing the pool to be shut down.
- Discovery of whether there is further damage to the pool behind the pool walls is essential to identify and repair in a timely manner.
- The insurance company has been informed of the damage and will be involved during the repair and discovery process.

Summary of Quotes Received:

Infinite Aqua: \$16,755

Jackson Pools, Inc: \$26,100

Colonial Pool & Spa: \$10,995

All three quotes were reviewed in detail to ascertain that the same scope of work was being performed. Numerous questions were asked of the vendors to obtain clarification of the proposals submitted. It was determined that all the quotes were for the same scope of work.

Colonial Spa provided the most detailed estimate with favorable pricing. Further discussion and negotiation with Colonial Pool & Spa resulted in the following which will be added to the updated estimate:

- If more than 400 square feet of delaminating surface needs to be removed, they revised their price from \$4.00 per square foot to \$3.00. (They stated that 400 sq. ft. was their best estimate at this time.)
- The other vendors provided a five-year warranty on their material, and Colonial agreed to provide the same warranty on their product. The one-year warranty on labor/workmanship was the same with all the vendors.

Other:

When discussing the process of undercutting lights, returns, fittings, vacuum ports, and skimmer openings, Colonial stated that they undercut all the tile by 8 inches. There was another vendor who said they undercut by 12 inches, but this difference was not considered material and would not affect the quality of the pool repair and resurface.

Colonial agreed to replace the tile grout around the rim of the pool where it is cracking. Baycrest will need to supply the grout.

Colonial will maintain the pool for 30 days following the new fill water to bring all chemicals to their nominal values. The other vendors do not provide this service.

Colonial is the only company who does not subcontract the work. Colonial is both a renovation and maintenance pool contractor and have their own employees do the work. Since they also do pool maintenance, they will provide the 30-day chemical monitoring of the pool after completion of the work. They are the most experienced of the three contractors for doing pool wall renovation.

Spa Refinish:

Per Baycrest's request, Colonial provided a quote of \$5,575.28 to resurface the spa. They will follow the same process as the pool resurface project; however, there is no known wall damage to the spa. The Pool Committee is recommending that spa be refinished at the same time as the pool for the following reasons:

- Make sure there is no damage to the spa from the lightning occurrence.
- The spa will need to be resurfaced in the next couple of years. By doing it now, it will look better to have both the pool and spa finished with the same material and completed at the same time.

References:

Colonial provided an extensive list of references that were checked on by Dave Robb. He will provide a separate report of his findings.

Financial Considerations:

The Reserve Study forecasted the pool and spa to be resurfaced in 2025 for \$17,644. The total proposed cost for Colonial to do both the pool and spa in 2022 is \$16,570. The best-case scenario is that the insurance company will approve the pool resurface claim for \$10,995 less our \$2500 deductible. The worst-case scenario is that if the insurance company does not approve the claim, Baycrest will be required to pay for the repair from the reserve funds.

The 2022 Reserve financial forecast is as follows:

Beginning Balance:	\$130,690
Funding:	\$57,355
Irrigation Controller:	(\$38,788)
Pool Mechanicals:	(\$40,000)
Interest Earnings:	\$1,080
Ending Balance:	\$110,336

Best Case: \$2,500 for Pool Resurface plus \$5,575 for Spa Resurface for a total cost: \$8,075

Worse Case: \$10,995 for Pool Resurface plus \$5,575 for Spa Resurface for a total cost: \$16,570

In either case scenario, we have the reserve dollars to pay for this project.

Conclusion:

The Pool Committee requests that the board makes a motion to approve the Colonial Pool & Spa proposals to resurface and repair the Baycrest pool (\$10,995.00) and spa (\$5,575.28) walls as presented for a total cost of \$16,570. If the insurance claim is approved, Baycrest will pay the \$2,500 deductible for the pool plus the spa cost of \$5,575 for a total of \$8,075. The project is estimated to start in January 2022; however, it will not begin until the insurance claim is resolved. The estimated time to complete is 30 days.

MOTION: Miki Knoche made a motion to accept the pool committees recommendation and accept the proposals from Colonial Pool for both the pool and spa. Anthony Palmerio seconded the motion. All were in favor and the motion passed.

Kevin Hara thanked Dave Robb and Pat Emerson for all their work in pulling this information together.

OPEN DISCUSSION

Kevin Hara thanked Lynda Moryl for the new wreaths that were put on the monuments.

Kevin Hara also thanked the following homeowners with regards to the seal coating:

Many thanks to Cathy Avenatti and Bob Paoello, primary organizers of the communication process to keep all Baycrest residents and guests up to date on timing and logistics. Bob contacted the newspaper and mail services to minimize service disruptions and advised on-site residents and guests on when and where to move their cars the day before street closures.

Bob, Paul Dickensheets and I monitored activities during the 4 days of operation, only encountering a handful of minor disruptions. The three of us inspected the streets upon completion and found a nice, uniform two coat surface with virtually no overspray into gutters or onto driveways. There were a few areas with visible tire tracks, particularly in the turnaround areas. A second inspection will take place the first week of January. D&G will be contacted if any touch ups are required.

Next Meeting

Board of Directors Meeting – Wednesday, January 26, 2021, at 10:00 am via Webex.

With no further business, Kevin wished everyone a happy holiday and appreciates the boards and owners contributions this year. The meeting was adjourned at 10:42 AM with a motion by Kevin Hara and seconded by Miki and all were in favor.

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