

**BAYCREST AT PELICAN LANDING HOMEOWNERS ASSOCIATION, INC.
BOARD MEETING MINUTES HELD ON MARCH 17, 2021
VIA CONFERENCE CALL**

Directors Present: Kevin Hara, Miki Knoche, Lynda Moryl, Toni Paoello, Anthony Palmerio, Pat Emerson, and David Robb

Representing Gulf Breeze Management Services Inc.: Cathy Avenatti

Kevin Hara called the meeting to order at 9:59 AM and quorum was established.

APPROVAL OF MINUTES

On a motion by Miki Knoche and carried unanimously the Board approved the January 20, 2021 and February 17, 2021 Board of Directors meeting minutes. Anthony Palmerio seconded the motion. All were in favor and the motion passed.

PROPERTY MANAGER REPORT

Cathy Avenatti reported on recent activity at Baycrest that was also submitted in a written report.

COMMITTEE REPORTS

Finance

Summary for latest financials prepared as of 1/31/21

Balance Sheet

Operating General Funds: \$108.5K

Replacement Reserve Funds: \$155.3

AR and Prepaids: \$7.3K

Total Assets: \$271.1K

Accounts Payable: \$7.0K

Unearned Income: \$59.6K

(\$46.5K is Unearned income from receipts of quarterly dues and one month recognized as income)

Total Liabilities: 66.6K

Total Replacement Reserves: \$155.3K

Operating General Fund Reserves: \$49.2

Total Reserve Equity: \$204.5K

Total Liabilities and Equity: \$271.1K

Income Statement:

Revenues: \$23.3 (HOA dues plus \$20 interest)

Total Expenses: \$28.9

Loss: (5.6K)

Loss is primarily due to timing of expenses. Baycrest budgets a break-even annual budget.

Other:

CD at Fifth Third bank matures today. Total proceeds \$99,361.70. Motion approved to deposit the funds into a Valley Bank money market account earning .4%. (The current CD rate is .15%.)

Line of Credit: This option was explored with Valley Bank. Due to the costs to set up, it was decided not to pursue; however, the option of an emergency line of credit is available to Baycrest in the future, if needed.

Social Committee

Per Pat Emerson's email:

We have two new members on the Social Committee for a total of 13 members.

HH Social Event on Wednesday, February 24 at 5:00 p.m.

Dorie reported that we had 40 people attend with positive comments.

Upcoming Social Event: Pizza HH on Tuesday, March 23 at 5:00 p.m. in pool parking spaces

36 people are currently attending with 11 pizzas. Additional people are expected to attend.

Next Event: Ice Cream and Cookie Social on Sunday, April 18 at 3:00 p.m.

An email was sent out to Save the Date and will followed up with a flyer as an invite with RSVP.

Future Social Events:

Chili cook off contest. All social committee members thought that this was a good fall event to coincide with the weather.

Raffle of Wood Carving donated by Joan Geerlings

Joan and Robin both agreed that the raffle should be postponed until next year at the February annual board meeting in order for it to be a success. All agreed.

Baycrest Budget/Plans for the Pool House:

Baycrest has a \$6500 budget for miscellaneous repairs. The following is an update to the items that the committee would like to request for purchase:

1. Carpet: Sheila provided an estimate of +/- \$2000 for new carpet to match the carpet in the exercise room. Joan provided a separate estimate of \$2700-3000, so it was decided to go with Sheila's provider. **Pat to request approval for a not to exceed amount of \$2,500 for the pool house carpet.**
2. Blinds: Joan provided a quote for blinds for the large window and door in the enclosed pool house, as well as the open area. A sample fabric was shared, and all agreed on the selection. **Pat to request approval of \$2,546 for the three blinds.**
3. Tables and chairs: Sheila noted that it would be nice to have solid furniture and chairs in the pool house room for mahjong and bridge. The cost to purchase new furniture is significant, so she is pursuing the possibility of purchasing used furniture from Pelican Bay this spring/summer when they redo their common areas. It was noted that 3 tables and 12 chairs would be great; however, size is a determining factor. Sheila will obtain measurements of the possible tables/chairs to see if the furniture that may be available will work in our pool

house space. Update: Sheila does not know when or if this furniture will be available and no measurements have been obtained. **Purchase of new furniture in 2020 not pursued further.**

4. Bulletin/Calendar for wall: Miki purchased a dry erase calendar for pool house event updates. Total cost was \$63.89. **Pat to request approval for reimbursement of \$63.89 to Miki Knoche.**

5. Corner Cabinetry/Bookcase: Sheila mentioned that it would be nice to have a corner cabinetry where the current bookcase is located. It would be used for serving items at future social events and for storage. Our budget is limited this year and therefore the **cabinetry project is not being pursued**. A bookcase is still needed since the current one will be removed when the new carpet is installed. Minor wall repair will be needed when the bookcase is removed. All committee members agreed that we could purchase a general use bookcase to be placed under the television area. Places recommended for purchasing included IKEA, Home Depot, Costco, etc. to be within our budget limits. **Pat to request approval for purchase of a bookcase not to exceed \$500.**

6. Dimmable Lights for the pool house: Creighton requested dimmable lights for the pool house room at a cost of \$632.20. The current lighting is not dimmable. Sheila shared with the committee that the wrong lights were purchased and installed, and it is not possible to go back to the supplier/installer for correction. **Pat will submit the lighting request of \$632.20 to the board for approval.**

MOTION: Pat Emerson made a motion to approve all the above items (except #3). Lynda Moryl seconded the motion. All were in favor and the motion passed.

Pool Committee

Since our last board meeting the Pool Mechanical Systems Replacement Subcommittee has been meeting regularly and has identified a preferred pool equipment supplier, Commercial Energy Systems (CES) and a pool engineer, Scott R. Vaughn, PE, LLC. The engineer is required by ordinance to ensure health and building standards are satisfied and provide the actual design plan for the project. These two entities will help us create a detailed Request for Proposal (RFP) to submit to the board for approval and eventually to invite contractors to bid on the project.

The recent addition to our committee of Bay Crest residents: chemical engineers Paul Dickensheets and Gary Durney, along with our new Treasurer and CPA, Patricia Emerson, have added a professional level of expertise and substantial value to the project.

The pool project was included in the recent, board-approved Bay Crest Reserve Study and is slotted for construction in 2022, pending board approval.

The scope of the project is simple on its surface. We plan to:

- 1. Replace the antiquated diatomaceous earth filters with advanced, self-contained sand filter tanks using technologically superior activated glass filtering media instead of sand.**
 - Instead of taking between 25 and 45 minutes to backwash (clean the filters) draining the entire filter tank, and hosing down the elements, the new system will take only about two minutes and only require the technician to turn a lever to reverse the water flow.
 - It will sanitize the water to between 1 and 4 milicrons - drinking quality - as opposed to 8 or 9 milicrons with DE.
 - Due to the activated glass feature, it will prevent bio-fowling of the media.

2. **Replace the frustratingly inadequate chemical control system with an advanced system that will continuously monitor the chlorine and pH level and deliver precise chemical content to the pool on demand.**
 - It will electronically log all this data, downloadable through a USB connection. The current system reads nothing and only delivers a set amount of chemical to the pool 24/7, whether it needs it or not.
 - It will report any system failure via ethernet to the maintenance provider and to a secondary responsible party if the provider does not respond.
3. **Replace the main pool and spa pumps with Variable Frequency Pumps (now required).** These will reduce electricity cost by 50 to 60% because they start gradually and run only at a speed necessary to maintain the pool's required water flow rate (100 gallons per minute). As the filters approach backwash requirement level, the speed will increase to meet the flow requirement, extending the life of the pump by three to four times the life of a fixed speed pump.
4. **We plan to keep our pool heaters, the spa's retention reservoir, and the current chlorine and acid chemical feed systems (to be used as supplemental feed source if we convert to a saltwater chlorination system). We will remove all other existing equipment, backfill the hole, and pour a concrete pad to hold the new equipment.**
 - Because the new systems will make our maintenance provider's job easier, they will be able to spend less time backwashing (cleaning filters) and attempting, hit-or-miss, to achieve optimum chemical balance, allowing more time to keep the pool clean. We may be able to lower the cost of their services as well.
5. **We will also look at two other equipment options: 1. adding saltwater chlorination capability to the system (a saltwater pool), and 2. adding ozonators to prevent contamination from the oak leaves that fall into the water from the trees near the pool.**
 - Before we move forward any further, Kevin Hara and I are working with Pat Emerson to gather all of the information necessary to nail down the capital, operational, and maintenance costs of the new system to ensure that we comply with the parameters inherent in our revised Reserve Study and to produce a pro-forma pool budget for the future.

Lease and Sales Review Board

Toni Paoello reported that there was one closing (25357).

ACMSC

No report was given

Welcome Committee

No report was given.

PLCA Board Liaison

Update on PLCA was given.

OLD BUSINESS

Sod Issues

Letters were mailed by Greenscapes last week to all residents who they felt needed to replace crabgrass or insect affected patches with new sod once the new, two wire single controller is up and running (Target date:

Early June). Unfortunately, the first draft was sent out before we had a chance to review it. A revised letter will be sent out with two changes:

- The actual cost is \$1.05 per sq. ft, not \$1.28.
- Many of the proposals are for shared lawns that run across continuous properties. It correctly says that the Board requested homeowners to share the costs and each of the involved homeowners will receive a letter. The cost cited in the letter is for the TOTAL cost with the expectation that the involved homeowners discuss and agree on how to share costs and proceed with payment.

Irrigation Update

- Met with Jack and the Bore contractor last Thursday, March 11. He confirmed that boring would start in about 5 weeks (mid – April).
- Single controller installation will take 8 to 10 weeks with start-up in early to mid-June followed by new sod.
- Review of benefits expected was verified with one exception: We will not have sensors at each water zone to measure daily moisture retention.
- All other expected benefits will be delivered:
 - Water management via a single programmable controller.
 - Overall changes (i.e., 3-day to 2-day CDD mandated changeover) will be done in minutes.
 - Water routines can be changed to accommodate new plants/sod (more frequent watering for fewer minutes at a time).
 - Flow meter will monitor incoming GPM and total water flow.
 - Rain sensor will shut off water when warranted.
 - Decoder will provide alerts if faults occur at any of 207 zones.
 - Regular monitor will allow for troubleshooting such as water flow on odd vs. even days, total water consumption and costs, etc.
 - Remote controllers will allow technicians to turn on, test and change individual water zones if need be.
 - Test routines can be run -i.e., water retention in known wet and dry areas to determine if overall program changes are warranted.
 - We will be supplied with a portable moisture dial so irrigation committee can test moisture levels on walk throughs.
 - Many enhancements possible at an additional cost but we should first learn from the initial start-up.

NEW BUSINESS

Swimming Pool Bulletin Board Postings/Communication

Thank you, Toni Paoello, for updating the Pool bulletin board and Laurie Rubio for the website update.

Pool Temperature

Pool temperature administration runs through Cathy Avenatti who will then provide clear direction to the Pool Doctor and other pool vendors.

Current practice to be confirmed or modified by Board vote:

Pool temperature can be set to 88 degrees during the December 1 - April 1 period if cooler temperatures warrant raising the water temperature. The temperature setting should be 82- 84 degrees the balance of the year.

Residents/guests are not allowed to change the pool temperature setting. All requests/changes should be directed to Cathy Avenatti who will handle the question/issue in accordance with Board sanctioned guidelines.

MOTION: Anthony Palmerio made a motion to raise the pool temperature to 88 degrees from December 1 to April 1. The temperature setting should be 82-84 degrees the balance of the year. Miki seconded the motion. There was a tie 3 in Favor and 3 Opposed. Kevin broke the tie with a vote of in Favor. The motion passed.

Board Meeting Time Change

MOTION: Toni Paoello made a motion to change the board meeting time from 10am to 4pm. Lynda seconded the motion. All were in favor and the motion passed.

Open Discussion

Kevin Hara welcomed Kathleen and John Karpovich to the Landscape Committee.

Next Meeting

Board Meeting April 21, 2021 at 4:00 pm via Webex

With no further business, and on a motion by, seconded Dave Robb, and carried unanimously the meeting was adjourned at 11:08AM.

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