

# BAYBRIDGE HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting  
Wednesday, July 13, 2016

## MINUTES

### **BOARD MEMBERS PRESENT**

Tom Belger  
Dick Baker  
JoLynn Barnicoat  
Gale Larkin

### **Homeowners Present**

Audrey McCarthey  
Debbie Belger  
Larry & Gayle Monserrate  
Cheryl Kelley- Etheridge Property Mgmt.

### **Call to Order:**

Tom Belger, called the meeting to order at 5:30 p.m.

### **Approval of Minutes:**

JoLynn made a motion to approve the minutes of the June 8th meeting. Dick seconded, and the motion passed unanimously.

### **Financials- JUNE 2016:**

Cheryl Kelley of Etheridge Property Management presented the financials for June 2016. Dick made a motion to accept the financials, Gale seconded, all in favor unanimously.

### **OLD BUSINESS:**

#### **Maintenance Tracking Form:**

Cheryl Kelley, EPM presented the maintenance tracking form for the walk-thru on 7/11. Gutters downspouts need to be consistent along boardwalk, Cheryl to get with Marty on this.

#### **Capital Projects Review:**

As discussed last month, 2 garage drive entries (#66-68) in which vehicles are scratching bottom, due to improper slope. #66 Driveway/garage entry slope/asphalt adjustment has been completed. It was decided to wait on #68, as this drive entry has an opposite slope issue, to be addressed in fall when Seal Coating is performed.

Replacement of Column caps; pricing from another company also came in higher, as other proposal did, @\$185.00 each, previous budgeted estimate, \$115.00 x 54 caps. Board recognizes the fact that price came back higher, Marty to get the prototype on site, make sure it will fit properly & finalize costs.

#122 Inspection for closing; inspector requesting replacement of rusted meter box, this is association responsibility. John Brown Electrician estimate is \$1125 for 1 box/ all 4 units in that building need replacement, will do all 4 @ \$925.00 each, total of \$3700.00 (Building #40-46 meters, do not need replacement)  
Dick made a motion to accept proposal to replace 4 meters for Building #120-126, Jo Lynn seconded, all in favor unanimously.

#### **Semi Annual Inspections:**

Semi-Annual Inspections were completed in June, all units were assessed. Inspections went well, only minor issues found.

## **NEW BUSINESS:**

### **Tennis Court Fence Proposals:**

Remove and replace fence post and chain link, Install wind screen.

Tow (2) Estimates presented, American Tennis Courts \$7711.00 & A-1 Hurricane Fence \$6322.00

Dick made a motion to accept the A-1 Hurricane Fence proposal, Gale seconded, all in favor unanimously.

### **Parking at Tennis Court/buildings 40-46, 120-126:**

Residents that have garage & live near tennis court area are encouraged to park inside garage. 1 bedroom/loft units have assigned parking spots; guests' parking is very limited, especially this time of year. There was discussion about ways to alleviate the parking issue in this area.

### **N. Gate Pedestrian Key pad:**

We have received numerous requests from owners about installing an interior key pad on back/N. gate.

Many walkers and bikers would like to have a key pad/code for exiting gate from inside the property.

Mike Johnson with Johnson Communications has been on site to evaluate the gates.

Johnson Communications estimate to install; Key pad, receiver with antenna on the inside of entry gate for \$590.00, additionally \$269.00 exit gate could have a key pad/outside of gate at entry. Key pad inside gate has been installed.

In an effort to help alleviate the parking issue on weekends, board decided it would be good idea to add a key pad on outside for re-entry, for those parking temporarily outside of gated area and for pedestrian re-entry. Therefore, both sides of back gate will have key pad.

### **Bridge construction Update:**

Tom stated that, the City of Gulf Breeze has come to an agreement with DOT for the purchase of land at Quayside Park; this should set the project in motion to proceed as planned. Construction design has been released & Contractor has been chosen.

### **Old Business:**

**Landscaping:** Debbie stated that, she has been in constant contact with Wallace Company, in the re-direction of a new crew assigned for Baybridge Landscaping. Wallace has set up a specific crew with new crew leader, Cody.

Debbie explained the procedure for weed control and process Wallace has to follow; EPA guidelines have to be followed carefully. There was discussion of several areas that need to be addressed/projects for Fall.

Debbie is meeting with landscaping committee & is monitoring Wallace job performance closely.

Sprinkler lines project on Curb/North Side drive: Tom stated that Doug Merritt, Sprinkler Contactor has discovered 3 major lines that had been cut by roots, those lines have been repaired & water supply to that area is now sufficient; therefore new well pump for that area will not be needed.

### **Other Business:**

Due to the recent Board vacancy, (board currently has 5 directors) Audrey McCarthy, owner of unit # 102 volunteered to be on the Board of Directors. Jo Lynn made a motion to accept Audrey on the board, Gale seconded, all in favor unanimously.

Tom thanked Audrey and all of the board members for their volunteer service to the Association.

### **Resident Social @ Pool Gazebo, Saturday, September 10<sup>th</sup>**

Pot Luck social is being planned at the Pool Gazebo, please mark your calendars for Saturday, 9/10/16.

Time and details to be announced.

Next Board meeting will be August 10<sup>th</sup>.

There was no further business and the meeting adjourned at 7:17 pm.

Respectfully submitted,  
Cheryl Kelley  
Association Manager