

# BAYBRIDGE HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting  
Wednesday, October 14, 2015

## MINUTES

### BOARD MEMBERS PRESENT

Tom Belger  
Gale Larkin  
Michele Harrison  
Dick Baker  
Frank Rainey  
Cheryl Kelley-Etheridge Property Mgmt.

### HOMEOWNERS PRESENT

Debbie Belger  
Sue Crain  
Sandra George  
Betty Rainey  
Larry & Gayle Monserrate  
Gary Wright  
Sandra Wilkins

### **Call to Order:**

Tom Belger called the meeting to order at 5:33 p.m.

**Approval of Minutes:** Dick made a motion to approve the minutes of the September 9, 2015 meeting. Frank seconded, and the motion passed unanimously.

### **Financials:**

Cheryl presented the financials for September 2015, detailing the Income, Revenues 32,795. and Expenses \$17,894. Cheryl also detailed a breakdown of Maintenance and Special Maintenance expenses. Dick made a motion to approve the financials, Michele seconded, motion passed unanimously.

### **OLD BUSINESS:**

#### **Review Maintenance Tracking Chart:**

Cheryl reviewed maintenance items in progress. Due to the slow water leak in the pool, Leak detection company will be called to perform service to identify where the leak is.

82-84 pathway from driveway to boardwalk, sod and landscaping flagstones planned for that area.

Maintenance October/November as per contract Exhibit A; Caulk Seal Chimneys/Garage Decks apply sealant & inspection of roofs.

#### **Landscaping Update:**

Debbie stated the Landscaping crew performed **Phase I** as planned;

Trimmed knock-out roses, sago fronds, vines/weeds growing in the beds, along the boardwalk behind #82, boardwalk flower beds. Moved & replanted uphons to curb at #68, bed maintenance - weeding, trimming, and transplanting.

**Phase II** tennis court fence; Landscaping committee met and discussed the area by the tennis courts. Idea discussed was to remove the Indian Hawthorne and have pavers put in that area. This would make it easier for access to vehicles parked along that area. Mike Eddins w/ Grassroots has measured that area, will get an estimate for pavers. Committee all agreed, this would be a good approach for that area.

**Phase III;** will be a winter project.

Fall Pine straw will be delivered and installed by end of October.

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

Storm with heavy North winds and rains on 9/28, caused some units to experience chimney leaks as well as a few window leaks.

Window leaks have been evaluated, Windows Plus has been contacted by owners with window issues, Marty has made repairs and/or is working on those with caulking or trim leak issues.

Chimney Flashing: flashing around chimney replaced, #60, #64-66, #102, #104

#82 scheduled for next week

#116, 112, 36, & 52 are being evaluated, planning in 2016 budget

**Special Meeting, Set Date, #Board Members for 2016:**

Special Meeting Called for proposed By-law change; Change the maximum number of Board members from Eleven (11), to Seven (7) has been proposed for Baybridge board for 2016.

At the meeting on September 9<sup>th</sup>, Motion was made by Dick Baker to amend the By-laws to change the maximum of 11 to 7. Frank seconded, all board members approved the request for a Special Meeting unanimously.

The special meeting will be on November 10<sup>th</sup>. The Special meeting will be held before the regular November Board meeting. Notice of special meeting and proxies will be mailed to owners.

**NEW BUSINESS:**

**Tennis Court Repair:**

American Tennis Court has submitted a proposal to repair the damaged sunken areas next to net post and the south base line, estimate for repair \$960.00. After some discussion, Dick made a motion to accept proposal for repairs, Frank seconded, motion passed unanimously.

**Tree Arborists recommendations in preparation of asphalt & curb repairs-**

Cheryl met with David, with 'A Cut Above Tree Care', ISA Certified Arborist.

David recommendations are:

David stressed the importance of not cutting the tree roots & made several recommendations to property Management Company.

Due to the size of the trees and their location, it is likely that curbing and asphalt will have to be an ongoing periodic maintenance expense.

**Updated Estimate for Curb Repairs/Asphalt:**

Updated estimates for the Curb Repairs and Asphalt Seal Coating have been requested. NW Florida River Rock, Inc. 2014 estimate for curb repairs/replacements have increased \$800.00. to 19,200.00. Seal Coating of Parking lot/drives is 9,240.00 for total of 28,440.00. Budget for these 2015 planned improvements was \$23,400.

**Reserve Funding: (Dick Baker)-**

Some owners and realtors have commented as to difficulties obtaining mortgage financing with Baybridge units. Dick mentioned he had studied this and that there would NOT be eligibility for those loans which would require meeting Fannie Mae underwriting standards. The primary reason is that those standards have an arbitrary requirement that 10% of the association's annual dues go into reserves; that is the requirement whether there is \$0 in reserves or \$1 million in reserves nor anything involved with the actual costs for items of maintenance or replacement. Our current year's budget includes 6.6% going into reserves; if we were to have to have budget for 10% every owner's dues would be about \$23.32 per month greater. This will be considered and discussed in conjunction with the 2016 budget.

Dick stated that owners can obtain financing at Baybridge, and there have been mortgages with several lenders and unit sales in the past year.

**Budget Planning 2016:**

Cheryl will contact Contractors for Exterior Painting Estimates.

Dick Baker stated that he is in the planning stages for the 2016 Budget.

2016 Capital Improvement projects which are among considerations are: New Beach steps, Tennis Court Fence, Column Repairs, Chimney Flashing repairs, pool gazebo, and balance of Curb

**Annual Meeting will be Saturday, January 16, 2016, Gulf Breeze Library @ 9:30 a.m.**

There was no further business and the meeting adjourned at 7:40 p.m.

Respectfully submitted,

Cheryl Kelley  
Association Manager