

Biscayne Pointe/Pine Ranch HOA General Membership Board Meeting Minutes
29 November 2018

The meeting was called to order at 1830

Board Members:

- * Mr. Bobby Jarsky (President)
- * Mr. Sean Medsker (Secretary)
- * Mr. Mike Klickovich (Board Member/ARC Chair)
- * Mr. Brian Jenner (Board Member/ARC Co-Cahir)
- * Mr. Tyler Tracy (Treasurer)
- Mr. Dave Brown (Board Member)
- * Bret Davis (Board Member)
- * Neil Strom (Board Member)
- * Kimberlie Turk represented Etheridge Property Management

* Denotes person was in attendance

Opening Comments

Bobby Jarsky opened the meeting with a motion to commence with the meeting and to approve the 2017 General Meeting Minutes. Bobby introduced himself and covered the agenda for the night's meeting. All Home Owners Association (HOA) board members introduced themselves.

Establishing a Quorum

Bobby Jarsky noted that at the start of the meeting there was not enough members present (to include proxy letters) to establish a quorum. *In accordance with the Biscayne HOA By Laws, 30% of the total voting interests must be present to constitute a quorum to allow for voting on matters of governing documents, assessments, etc.* Bobby noted that the number may increase as more members may show to the meeting late. Unfortunately, this did not occur and at no point were there enough members to have a quorum. 43 lots were represented (including proxy authorizations). 48 were needed to have a quorum.

Significant Accomplishments

Bobby Jarsky provided an overview of significant accomplishments for 2018. These included:

- Front entrance improvements
- Established landscaping contract that will also provide upkeep of front entry palm trees
- Road safety – installed new stop signs, traffic mirror, and moved stop line
- Drainage projects

ARC Comments

Brian Jenner represented the HOA Architectural Review Committee (ARC) and provided a summary of actions taken during 2018. This included:

- Historical overview of ARC request
- The process of identifying HOA Covenants violations and how Ethridge has assumed the role of performing inspections
 - Specific process involved in the three-notice process
 - Possible actions that could be taken against residents if three infractions are noted for the same offense

Financial Report

Bobby Jarsky provided attendees a 2018 financial report. The 2018 budget was \$62,950. Total assets as of 31 Oct 18 are:

- Operating Cash – \$20,000
- Road Fund – \$120,000
- Drainage Fund – \$250

Ethridge Property Management

Bobby Jarsky introduced the representative from Ethridge Property Management who was present, Kimberlie Turk. *Ethridge was hired in by vote at the 2017 general membership meeting. The total cost of Ethridge's services is \$650 per month.* Kimberlie briefly discussed the role that Ethridge in our HOA and explained that Julie Cincoski would be taking over as the Ethridge Property Management representative on 5 Dec 18 as the prior representative, Marilyn Thompson, had relocated household out of the local area. She also explained the uniqueness and experience needed to handle HOAs, implying that Julie possessed these traits/experience. Julie's contact info is:

Julie Cincoski
(850) 484-2611
jcincoski@epmfl.net

Drainage Committee

Brian Jenner represented the HOA Drainage Committee and discussed projects that have taken place in 2018. Project were:

- Cleared out culvert in retention pond adjacent to 2006 Biscayne Blvd
- Re-established drainage swale on the west side of Biscayne Blvd from 1975 Biscayne to the corner of Biscayne Blvd and Lilge
- Established a swale between 1913 Biscayne Blvd and placed gravel to prevent beach parking area from flooding.

Brian Jenner discussed the drainage study that was performed in 2015 and how this identified drainage concerns. While some efforts have been made to improve identified concerns, large

amounts of rain may still have negative consequences as drainage is not optimum. Furthermore, he explained that more projects could be accomplished, but warned that associated costs could be significant.

New Annual Budget

Bobby Jarsky discussed the proposed 2019 overall HOA budget and explained that the board wanted to increase annual dues from \$396.00 to \$400.00 per year. This equates to a 1% increase. It was explained that according to HOA directives, the board can increase the dues without a quorum vote as long as it is not in excess of a 10% increase. The matter was voted on with the attending members and earned an overwhelming vote for the increase. The breakdown of the newly approved budget is located on addendum 1.

New Board Members

Bobby Jarsky discussed the need for new board members. Two members had previously been identified: Brett Davis and Neil Strom. They were officially elected in at the meeting. As well, Deborah Whitley volunteered to be on the board. She was also elected in.

Proposed Amendment to Covenants (Restriction on Short Leases)

Bobby Jarsky discussed a proposal to amend the existing covenants. The proposal was to change wording to not allow short term leases (example, short term vacation homes). While there was not a quorum to properly vote on the topic, there was significant discussion on the issue. The board explained the positive effects of having this rental stipulation. One homeowner who was present strongly debated the proposed amendment. The resident made it clear that her home was being used in this capacity and she argued her case to be able to maintain her ability to continue to rent out the home for short periods. This item was tabled. It was decided that if the topic is brought up again and it is decided to be a topic for voting (thereby changing the verbiage to not allow short term rentals), the exact verbiage would be sent out to allow members to analyze incase they are to vote via proxy.

Theft in Neighborhood

The topic of break-ins (theft) within the neighborhood was brought up as some residents identified people checking cars in the middle of the night to see if they were locked. As well, at least one resident has had valuables stolen form his vehicle. Residents were reminded to not leave valuables in their vehicle and to lock-up their vehicles. As well, leave external home lights on to help deter criminal activities.

Christmas Decorations (Front Entry)

Bobby Jarsky asked if there was anyone who wanted to help install the Christmas decorations in the front entryway of the neighborhood. No one volunteered. *This was accomplished with a decent turn-out. Facebook advertisement seemed to help get he word out.*

Open Forum

Beach Access – Residents at the meeting expressed concern regarding the open access to the beach area and pointed out that they have seen people at the beach area that they felt were not residents of the neighborhood. It was noted that a sign was in place explaining that the access is for neighborhood residents that their guests only. As well, residents were urged to notify police if it was warranted.

Unleashed Dogs – One resident expressed concern over unleashed dogs in the neighborhood and explained that her don had been attacked by unleashed dogs. There was also concern over unleashed dogs at the beach area. It was discussed that there is legality involved in this realm. *In accordance with Santa Rosa County's ordinance, a dog not under the control of its owner or person responsible is considered an animal nuisance, in violation of the Ordinance of Santa Rosa County, and may be lawfully seized, retrained, impounded, and disposed of.*

Speeding – Some residents brought up the concern that cars go excessively fast through the neighborhood. It was noted that the speed limit had been raised in the past from 15 mph to 25 mph because this is the legal standard and making it 25 mph would allow for police action if this speed limit is broken.

Board of Director Meetings – Attending residents were reminded that HOA board meetings are held monthly and residents are welcomed to attend. Notice of the meetings are posted at the neighborhood entryway and posted on the Facebook page website. Currently, these meetings are being held at 2040 Pine Ranch Dr. at 1830.

Meeting was adjourned at 2030.

Addendum 1

Biscayne Pointe Homeowners Association
of Santa Rosa County
Proposed 2019 Budget

	2019
INCOME:	
LOT ASSESSMENTS (159 LOTS @ \$400.00)	\$63,600.00
	<hr/>
TOTAL	\$63,600.00
 EXPENSES:	
HOLLY NAVARRE WATER SERVICE	\$100.00
GULF POWER / LIGHTS & PUMP	\$5,000.00
WEB COST	\$300.00
LANDSCAPING & LAWN CARE	\$7,800.00
LEGAL FEES	\$1,500.00
LIABILITY INSURANCE	\$1,600.00
MANAGEMENT & ACCOUNTING	\$7,800.00
POSTAGE & PRINTING	\$600.00
OFFICE EXPENSES	\$400.00
POND MAINTENANCE	\$3,500.00
COMMON AREA MAINTENANCE	\$7,500.00
ROAD REPAIR & SIGNAGE	\$2,500.00
DRAINAGE FUND	\$5,000.00
ROAD FUND ACCOUNT	<u>\$20,000.00</u>
 TOTAL:	 <u>\$63,600.00</u>