

# BAYBRIDGE HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting  
Wednesday, May 13, 2015

## MINUTES

### **BOARD MEMBERS PRESENT**

Tom Belger  
Dick Baker  
Gale Larkin  
Michele Harrison  
Frank Rainey

### **HOMEOWNERS PRESENT**

Larry & Gayle Monserrate  
Betty Rainey

Cheryl Kelley-Etheridge Property Mgmt.

### **Call to Order:**

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

### **Approval of Minutes:**

Dick Baker made a motion to approve the minutes of the April 8, 2015 meeting. Frank seconded, and the motion passed unanimously. Dick made a motion to approve the amended minutes of the March 11, 2015 meeting. Gale seconded, and the motion passed unanimously.

### **Financials**

Cheryl Kelley presented the financials for April 30, 2015. Revenues \$28,888. Expenses \$107,067. Cheryl noted the insurance was paid in the amount of \$84,501 out of the expenses in April. (Policies paid-D&O, Crime, Wind, Umbrella, & Flood for pool and guard house, balance of Flood is due in June). Aged Receivables as of April 30, 2015 are in very good shape. Currently only two owners are in arrears, both have been sent notice of liens. Also noted several owners have credit balances. Dick Baker stated that it has been affirmed that there is no further action to be taken by the board in regards to collection of #126. The balance left will be written off as bad debt. Dick approved financials for April, Michele seconded, motion passed unanimously.

### **OLD BUSINESS:**

The Maintenance Tracking Chart was reviewed by Cheryl Kelley. The semiannual inspections will be done on May 28, 29 and June 1<sup>st</sup>.

There were 2 wash outs behind 38 and 50, Grassroots has made repair, C & E crews have completed most of the upper window caulking. Currently Pensacola Hardware is out of the supply of the caulking, it has been ordered, as soon as caulk comes in the lower windows and any upper windows not completed will be completed. Chimney caps have all been sealed and painted. The lamp post project will begin in June after the Semi-annual inspections.

A new barbeque grate has been ordered for the Gazebo BBQ.

The asphalt patch repairs have been made this week.

Larry Monserrate stated that his windows leak occasionally with high winds and blowing rain. Cheryl is to let Marty know he needs to check the Manserrate's windows.

The lamps post project was approved last fall there was clarification made that the frosted glass is to be used for the post and the lower watt bulbs placed in the lamp posts when the project is done.

**Landscaping:**

Debbie Belger gave the landscaping report. Debbie stated that we have had good progress with the new landscaper. Everything is looking good. The sprinkler system has been repaired by Doug Merritt. The drip system has been updated as approved for 2015 budget. System now has full pressure and new sprinkler heads have been added. Debbie also stated that this week, on Thursday she is going to spray all of the shrubs. The board thanked her for hard work she has done as head of the landscaping committee. The owners have been very happy with the new landscaping company.

**Insurance Renewal for 4/30:**

Cheryl informed the board that the insurance renewal is complete. The balance of the Buildings flood policies are due in June, all other insurance has been paid, as noted above.

**NEW BUSINESS:**

**Drainage Baybridge/DOT-** Dick Baker stated that it was mentioned at the City of Gulf Breeze Council meeting, checking of fire hydrants. Cheryl has checked with the City of Gulf Breeze Fire Department regarding the fire hydrants. City of Gulf Breeze Fire Department is well aware of where the shut offs are by the parkway and by the Taco Bell for Baybridge Condos. Cheryl will contact the DOT, as well as the Manager of the Baybridge office park to discuss the drainage. The drain on Gulf Breeze Parkway in the north turn lane into Baybridge is a concern due to the large incline in the turn lane. Dick will forward that information to Cheryl.

**Retention Pond:**

The retention pond by the tennis court at #46. Two estimates have been requested; from Grass Roots and Wayne Sellers Landscaping, asked to look at that area and give recommendation to obtain improved perking of the retention pond, effort drain better.

**Semi- Annual Unit Inspections:**

Semi- Annual inspections will be performed May 28<sup>th</sup>, 29<sup>th</sup> and June 1<sup>st</sup>. Owners and renters will be notified as to daily schedule for the inspections.

**Other Business:**

There was discussion about the beach steps and the beach cleanup and talking to Marty about regular beach cleanup. It is always an issue every year with tides going in and out. Cheryl is to discuss with Marty and make sure the beach is cleaned up regularly.

There was no further business and the meeting adjourned at 7:20pm.

Respectfully submitted,

Cheryl Kelley  
Association Manager