

# BAYBRIDGE CONDOMINIUM ASSOCIATION

Board of Directors Meeting – September 14, 2016

## Minutes

---

### **CALLED TO ORDER:**

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

### **BOARD MEMBERS ATTENDING:**

Tom Belger  
Dick Baker  
Frank Rainey  
Gale Larkin  
Audrey McCarthy

### **ALSO ATTENDING:**

Cheryl Kelley – Association Manager  
Debbie Belger  
Doug Caddell  
Jack & Laura Milstead  
Ellen Rodman  
John Howard  
Bill McLaughlin  
Larry Monserrate

### **APPROVAL OF MINUTES:**

Dick made a motion to approve the minutes for the August 10<sup>th</sup>, Board of Directors meeting. Frank seconded. All were in favor.

### **FINANCIALS:**

Cheryl presented the August financials. Tom asked about the breakdown of maintenance projects for 2016, Cheryl has requested general ledger for year to date, will review and break down projects.

Dick made motion to approve the financials, Frank seconded, all in favor unanimously.

### **Old Business:**

#### **Landscaping:**

Debbie stated she and Cheryl walked grounds with Ken and Jimbo from Wallace Company last week. They discussed overall property landscaping and specific tasks crews are not regularly attending to.

Frank stated, the Contract needs to be followed, beds are not being weeded, edging & trimming are not done on regular basis. All did agreed Wallace performed better job this week, but Debbie should not have to manage them constantly, in order to obtain job on the contract. Crews will service every other week beginning October 17. New Pine straw/ fall annuals are planned for mid-October.

#### **Review of Tracking Chart:**

Cheryl presented Tracking chart, sheet. Sidewalk repair for #94 to be complete by next week, damaged was due to water line repair. Maintenance; Boards on boardwalk & Gutters will be cleaned out next week.

#### **Capital Project Review:**

Debbie asked for Capital Projects to be presented in same format as tracking chart, on excel sheet.

Column Caps for Buildings 8 & 9 have been custom ordered; all other column caps have been replaced.

Drainage for area in Building #11 parking up to #32 garage, flooding issue in this area during long and/or sudden heavy rains. C& E and NW Florida Riverwalk will submit bid for project.

Discussion of best way to obtain better drainage, Tom explained connecting of new drain, tie in with existing pipe to carry water to drain out to boardwalk.

Asphalt Sealing project; waiting on cooler weather, will be started towards end of October/early November.

## **Tennis Court**

### **Fence update:**

Fencing is complete, two posts need adjustments and the windscreen not installed properly/ wrong size was ordered. Cheryl is contacting Hurricane Fence.

### **River-rock/stepping stones proposals:**

Requested bids from C& E & Wallace Company for area in front of tennis court. Shrubbery has been removed. Wallace did not come back with a bid, C& E bid of \$1850.00 Barrier placed under area, Removal of weeds, River rock and stepping stones/ w border installed In addition, install flat pavers, at gate entry. Frank made motion to approve bid, Audrey seconded, all in favor unanimously.

**Bid for Walkway- between buildings 4 & 5**, Removal of grass River rock and stepping stones/ w border install treated boards, \$650.00 Gale motion to approve, Dick seconded, all in favor unanimously.

## **New Business:**

Audit 2015 is complete & copies are available for owners, contact EPM office.

## **Other Business:**

Dick Baker stated, Roof Litigation settled. Board would obtain an outside contractor to diagnose repairs on roofs. Tom, Dick, Marty and Cheryl will have a meeting later this week. Tom stated that the board is not qualified to make those decisions. Doug stated, decision needs to be based on the flat roofs and what the funds were awarded for. Dick Baker stated, all aspects will be looked into, analysis made for roofs, at least 3 bids will be obtained for roofs needing replacement.

## **Upcoming Board meeting dates:**

October 12<sup>th</sup>

## **ADJOURNMENT:**

The meeting adjourned at 6:45 p.m.