

# **Baytowne Wharf Neighborhood Association**

## **Board Meeting Minutes 5-29-2024**

**Board Members Present**-Mike Elmore, David Ralph, Dawn Smith, Yossi Biton, and Kitty Whitney.

**Others present**-Alan Meyers (BWNA), Adam Polimeni (SDI Real-estate), Kevin Collins (Valet)

- The meeting was called to order at 9:00 a.m. Mike Elmore, Dawn Smith, David Ralph, Yossi Biton and Kitty Whitney were present. Quorum established.
- Meeting Notice was posted May 27, 2024 at 9:00 a.m., which meets the 48hr requirement for Board meetings.
- Dawn Smith made a motion to accept the meeting minutes from January 20, 2024. Dave seconded the motion. Yossi, Mike, and Kitty abstained as they were not present.
- Dawn Smith made a motion to accept the meeting minutes from February 12, 2024. Dave seconded the motion. Yossi, Mike, and Kitty abstained as they were not present.

Subject: March Financials

- Alan presented the financials for March 2024. A copy is available in the Association office. Dave made a motion to accept the March 2024 financials. Dawn second the motion. Mike Elmore, Yossi Biton, David Ralph, and Dawn Smith voted in favor of the motion while Kitty abstained.

Subject: Camera Replacement Bid

- Alan explained that the infrared sensor in the PTZ camera located in the plaza had gone bad and it would take approximately \$1500 to replace. Instead of repairing the older camera, Alan recommended replacing it with three fixed cameras at a cost of \$4,850. More often than not, the PTZ is not pointed in the right direction during an occurrence and replacing with three fixed cameras would allow for better coverage. Kitty made a motion to accept the bid for \$4,850 to replace the PTZ with three static cameras to be expensed out of account 69070. Mike seconded the motion with all members in favor.

Subject: Sceptre Immobilization Proposal

- Alan informed the Board that towing vehicles in the garage was not an easy task due to travel time for the tow truck and the tight confines the tow operators had to work within. The security company that BWNA contracts with has currently implemented a Tire Tag immobilization system at one of their properties in Miramar Beach. Alan has verified with the Sheriff's office that it is legal. Sceptre would charge \$210 to the violator and the association would receive a \$75 fee. Kitty made a motion to accept the proposal, conditional on legal approval. Yossi seconded the motion with all members being in favor.

Subject: Concrete Repair Bid

- Alan presented the Board with some bids to repair the broken areas of concrete on the west side of Landshark as well as the area west of the Observation Point South entrance. He currently only has one bid as it's been very difficult to get qualified people out to bid on the concrete jobs. He has seen other work completed by the contractor and it has always been good. Dawn made a motion to authorize Alan to spend up to \$22,655 out of reserves to make the repairs to the concrete in the two areas. Dave seconded the motion with all members in favor.

Subject: Donation Distribution Gumbo and Winefest

- Alan gave a breakdown of last year's Gumbo contributions to both the Fisher House of the Emerald Coast as well as the Sandestin Foundation for Kids. The budgeted amount for contributions was \$5k total. Alan suggested \$2k for Sandestin

Foundation for Kids and \$7,500 for Fisher House of the Emerald Coast. Dawn made a motion to contribute \$2k to the Sandestin Foundation for kids and \$7,500 for Fisher House on the Emerald Coast. Kitty seconded the motion with all members in favor.

Alan presented a breakdown of the expenses and revenue from the Sandestin Wine Festival. Alan mentioned that there was significantly less expenses due to the furniture distributor for VIP backing out last minute and would like to revisit the possibility of purchasing some furniture later this year when patio furniture goes on sale. Alan mentioned that we had budgeted \$65,000 in total for our charities but recommended \$25,000 to Sandestin Foundation for Kids and \$50,000 for Fisher House of the Emerald Coast, for a total of \$75,000. Dawn made a motion to contribute \$25k to Sandestin Foundation for Kids and \$50k to Fisher House of the Emerald Coast. Dave seconded the motion with all members in favor.

Subject: Monarch Parking Easement Agreement

- Alan presented the Board with the updated Monarch Parking Easement Agreement. Mike Elmore asked how many spots total are in the lot and Alan replied approximately 209, when lined. The agreement had a 3% escalation in years two and three. Mike Elmore asked who the contributors/stakeholders would be. Alan replied that Yossi has agreed to contribute 50% for the first year and we may revisit asking for contribution assistance from the SOA for subsequent years. Dave made a motion to accept the Monarch Parking Agreement as presented. Yossi seconded the motion with all members being in favor.

Subject: Virtuous Admin Request

- Alan said that Virtuous was currently providing an admin person two days a week that Alan has trained over the last year. Virtuous has requested \$10,920 to keep this person on two days a week. Kitty made a motion to approve \$10,920 for the year to keep the current admin with the association two days a week. Dawn seconded the motion with all members in favor.

Subject: Miscellaneous

- David Ralph had Kevin from the valet service come in and explain some of the tasks that he's been providing with regards to being an ambassador for the Village as well as parking enforcement. Alan asked the Board to consider utilizing Kevin on a few days other than Saturday and Sunday and co-opting with the Gateway Association to gain coverage during the week. Kevin would be paid as a 1099 subcontractor.
- Kitty made a motion to adjourn the meeting at 10:23am. Dawn seconded the motion with all members in favor. Meeting adjourned.