

POA BOARD MINUTES
September 5, 2006

The POA Board Meeting was held at the Bay Tree Community Building on September 5, 2006. The following members were in attendance: Roger Wright, Bob Brediger, Charles Massey, and John Hemingway. John Shaw was unable to attend. Others present were Tish Herrmann, Clerk, and Roy Dew, Property Manager. POA members and guests in attendance were Brian Wolf, George Starke, Terry Packard, Dennis Ford, and Scott Penegar from Southern Time Equipment Company, Inc.

President Wright called the meeting to order and extended a welcome to all present. Charles Massey gave the invocation.

The agenda was passed out and is attached as Exhibit 1.

In John Shaw's absence, John Hemingway read the minutes from the August 1, 2006, Board Meeting. The minutes were corrected to include the correct spelling of Mike Dilello's name and a change to the next to last sentence on page two to include "upon the Board's recommendation". A motion was made to this effect by Mr. Massey and seconded by Mr. Brediger, the minutes were unanimously approved as amended.

Mr. Massey gave the August, 2006, financial report. Income for the month was \$10,147. Expenses were \$16,267. Cash on hand at the end of the month was \$72,580. Investments totaled \$147,005. After a motion made by Mr. Brediger, and seconded by Mr. Hemingway, the treasurer's report was unanimously approved. The report is attached as Exhibit 2.

The Property Manager's report was given by Mr. Dew and accepted by the Board. A copy of the report is attached as Exhibit 3.

The Clerk's report was given by Ms. Herrmann. There were three lots sold in August. Ms. Herrmann reported that there were 79 responses to a recent survey and that 59 responses were received in regards to the "Pig Pickin". In response to a question by Mr. Wright as to the success of the "Pig Pickin", all present felt the event was very successful. Mr. Dew reported that 275 plates were served.

OLD BUSINESS:

Mr. Dew introduced Scott Penegar from Southern Time Equipment Company, Inc. Mr. Penegar gave an overview of his company's proposal for the new entrance gate system. He was very thorough with his explanation of the equipment involved and how the system would work. During his presentation, he responded to many questions from those

present, all of which were answered satisfactorily. Following the presentation and question and answer session, the Board requested that Mr. Penegar submit another quote to include a battery back-up system for the gates, as well as wooden gates instead of aluminum. Mr. Penegar then left.

Mr. Wright received a consensus from the Board that Aluminum gates would be used and that a Smart Pass would be made available to each lot owner. Following further discussion on software and the potential for writing new programs, a motion was made by Mr. Brediger and seconded by Mr. Massey that the Board go with Southern Time Equipment Company, Inc., based on their August 23, 2006, proposal (a copy of which is included as Exhibit 4) to include the additional information requested, and with the understanding that nothing would be finalized until the new gate house is under construction. This motion was unanimously approved.

Members of the Security Team were present for the Southern Time presentation and participated in the question and answer session. There was no formal report.

Mike Dilello was not present to present his findings regarding the workout equipment. This will be carried forward to the next meeting.

Regarding the boat lift capacity issue, upon a motion from Mr. Massey, seconded by Mr. Wright; it was unanimously approved to contract with McFadyen/Briant to conduct an analysis as to the capacity of the boat lift for a sum of \$1,425.00. A copy of the agreement is attached as Exhibit 5.

A meeting with John Britton, Attorney, to discuss various issues related to the POA will be held on September 29, 2006. Mr. Wright requested that he would like as many Board members as possible to attend this meeting.

The storage space for boats, trailers, etc., was tabled until the October Board meeting to allow time to gather additional information.

NEW BUSINESS:

Various issues were discussed including lot consolidations, violations, and letters from residents concerning barking dogs. After discussion, the Board agreed that these issues not be dealt with until the Board had its meeting with Mr. Britton in Fayetteville, N.C. Mr. Wright will advise the individuals involved of this decision.

OTHER BUSINESS:

Upon motion made by Mr. Brediger, seconded by Mr. Hemingway it was unanimously approved that the POA pay Mr. Steve Lasane \$200.00 for extra work he provided to coordinate the Deputy's work at the gate this year.

Upon motion made by Mr. Wright, seconded by Mr. Brediger, it was unanimously approved to pay the Property Manager \$.45 per mile for travel on approved POA business.

There being no other business, the meeting was adjourned.

Respectfully submitted,

John Shaw, Secretary

Exhibit 1

Bay Tree lakes
POA Board Meeting
Club House
September 5, 2006

Call to Order

1. Invocation
2. Welcome
3. Annual Pig Pickin---comments
4. Property Manager's Report
5. Clerk's Report
6. Reading of the August 1, 2006 Board Minutes
7. Reading of the Treasurer's Report

Old Business

1. Entrance Gate Team report/presentation
2. Security Team update
3. Mike Dilello
 - 3.1 Equipment survey results/recommendations
4. Boat lift capacity update
5. Sept. 29---covenant review with John Britton-Atty.---Fayetteville, NC.
6. Storage Space update

New Business

1. Lot consolidation
 - a. Violations
 - i.Action plan
2. Adjourn

Exhibit 2

Financial Report

	Jan	Feb	Mar	Apr	May	June	July	Aug	Total
Income									
cards	\$165	\$75	\$505	\$285	\$275	\$90	\$560	\$220	\$2,175
club rental			\$350			\$200	\$1,000		\$1,550
dues	\$27,590	\$14,738	\$2,625	\$15,360	\$3,391	\$971	\$10,718	\$5,012	\$80,405
Roads							\$8,040	\$3,000	\$11,040
misc.	<u>\$245</u>	<u>\$165</u>	<u>\$14,420</u>	<u>\$50</u>		<u>\$280</u>	<u>\$140</u>	<u>\$1,915</u>	\$17,215
Operating Income	\$28,000	\$14,978	\$17,900	\$15,695	\$3,666	\$1,541	\$20,458	\$10,147	\$112,385
Total Income			\$17,900	\$15,695	\$3,666	\$1,541	\$20,458	\$10,147	\$69,407
									\$0
Expenses									\$0
Buildings	\$596	\$496	\$464	\$446	\$793	\$631	\$299	\$1,062	\$4,787
Grounds		\$150	\$210	\$335	\$1,070	\$703	\$700	\$1,185	\$4,353
Insurance					\$750				\$750
Maintenance			\$4,784	\$2,222	\$3,670	\$5,603	\$2,375	\$3,328	\$21,982
Member events							\$1,000		\$1,000
Misc		\$3,683	\$100	\$52	\$52			\$6,500	\$10,387
Refund				\$15		\$10	\$360		\$385
Office	\$35	\$506	\$354	\$288	\$189	\$471	\$160	\$360	\$2,363
Taxes		\$421	\$596	\$270					\$1,287
Utilities	\$669	\$620	\$646	\$594	\$636	\$697	\$847	\$972	\$5,681
VFD Support									\$0
Wages & Salaries	<u>\$847</u>	<u>\$564</u>	<u>\$500</u>	<u>\$500</u>	<u>\$920</u>	<u>\$4,464</u>	<u>\$1,795</u>	<u>\$2,860</u>	\$12,450
Operating Expenses	\$2,146	\$6,439	\$7,655	\$4,722	\$8,080	\$12,579	\$7,536	\$16,267	\$65,424
Special projects	<u>\$4,645</u>	<u>\$206</u>	<u>\$332</u>	<u>\$1,545</u>				\$1,177	\$7,905
Total Expenses	\$6,791	\$6,645	\$7,986	\$6,267	\$8,080	\$12,579	\$7,536	\$17,444	\$73,328
Operating Profit/Loss	\$25,854	\$8,539	\$10,246	\$10,973	(\$4,414)	(\$11,039)	\$12,922	(\$6,120)	\$46,961
Total Profit/Loss	\$21,209	\$8,333	\$9,914	\$9,428	(\$4,414)	(\$11,039)	\$12,922	(\$7,297)	\$39,056
Operating Cash	\$54,484	\$62,817	\$72,731	\$82,159	\$77,745	\$6,378	\$19,300	\$12,003	
Reserve Cash	\$1,061	\$1,053	\$1,044	\$1,045	\$1,045	\$1,045	\$1,046		
Money Market Acct.						\$60,151	\$60,364	\$60,577	
Investment	\$143,029	\$143,193	\$143,024	\$145,677	\$142,877	\$142,880	\$145,349	\$147,005	
Total	\$198,574	\$207,062	\$216,799	\$228,881	\$221,667	\$210,454	\$226,059	\$219,585	

Exhibit 3

Property Managers report for August 2006

Recreation Room:

- Replaced complete front door assembly
- Installed door closer on new door
- Card Reader Tech (Alarmco) replaced printer, and transformers to reader
- Programed new cards into system

Clubhouse:

- Relocated ice machine to the inside, because of the level of noise the machine makes the power plug can be disconnected during a clubhouse rental event and plugged in after the event. This will not cause any problem with the machine
- Replaced front steps

Playground and Beach:

- Removed bent bicycle rack
- Water leak repaired
- Installed fence section
- Installed rack for horse shoes and painted post red
- Raked playground and beach

Entrance Gate

- John Hemingway and myself have been working with vendors to supply us with a new gate systems

Recommendation:

- Pay Steve Lasane \$200.00 for the extra work he did to **coordinate the deputy's to work at the gate.**

Exhibit 4

Southern Time Equipment Co., Inc

8421 Old Statesville Rd, Suite 16 Charlotte, NC 28233

(704) 921-7477 Fax (704) 921-4272 (800) 849-5654

Cell # (704) 309-8719

scott@southerntime.com

CHARLOTTE WILSON WINSTON-SALEM COLUMBIA CHARLESTON

Parking and Vehicle Access Control Equipment

August 23, 2006

Mr. Roy Dew
Bay Tree Lakes
36 Hawk Dr.
Harrells, NC 28444
910.588.4080 910.588.4914 Fax
jhemingwav@intrstar.net

Re: Bay Tree Lakes
Gated Entry Equipment Upgrade
****REVISED**

Dear Roy,

Please find listed below the Gated Entry Equipment we discussed earlier this week. I am including all required components plus an option. The option will cover an alternate to the Automatic Vehicle Identification (AVI) Reader. The base quote will contain pricing on "Transcore" AVI Reader. This reader is the most dependable with the best read range (20'-30') on the market, but it's not the least expensive. AWID is our alternate. It has an acceptable read range of (8'-10'). I know you are getting additional pricing and just wanted to cover my options.

We are also including the "A-B-C" directional loop series we discussed to help alleviate the contractors activating the exit loop and access the property.

Our price includes Upgrading your Telephone Entry System to a Door King Model 1835 with 5.2 Access Software. This system does not require a dedicated PC but it will require a dialup type phone modem. We have also included on-site Software training in our quote. The Door King Remote Access Software will allow you to enter and delete homeowner information. It also will buffer 5000 transaction for your review. The 1835 also has the capability to control particular AVI tags thru a time zone or daily authorization. For instance you might want to allow your local grounds keeper access Monday thru Friday only but not after 5:00 PM. This is all programmed thru your Telephone Entry Unit and Software.

If you have any further questions please feel free to call.

Equipment Listing:

3 53-18125 Federal APD G-90 Traffic Control Gates with Omega Controller U/L listed.

3 53-18445 Aluminum arm 12' with foam protective edge.

3 Gate Configuration Modules.

5 L-5 Vehicle Detect Loops. (2-Reset on Entry, 3 "A-B-C" directional on exit. This option will require a vehicle to vend loop "A" before loop "B" in order to activate exit gate. Loop "C" is for reset/close. This is accomplished thru our "Omega" Controller located in the Barrier Gate.

1 Paragon 84" High Goose Neck Pedestal for AVI Reader Placement.

1 10-2101-100 Transcore Encompass (eGo) AVI Reader Antenna.

600 Transcore eGo Windshield tags.

1 58-1620-006 35' Cable Lead.

1 52-1620-001 AVI Swivel Bracket

1 1835-080 Door King Telephone Entry device with LCD display and 5.2 programming software.

1 1835-154 1000 Capacity memory chip for above.

1 On-site PC Software training.

1 Lot Equipment Installation Labor. (All required conduit, concrete and 115V power by others)

Subtotal Price: \$28,921.53

Applicable Tax: \$1,413.36

Total Price \$28,921.53

Option: If AWID Automatic Vehicle Identification reader and tags will satisfy deduct \$3,341.02 from above Total Price.

**Revision: If a Proximity Card Reader complete with 600 Standard Print Cards is required add \$2,304.50 to the above total price. Card Reader to be programmed thru the Door King Access Control Software.

Terms: Net 30

Delivery: 4-5 Weeks ARO

Warranty: One year on-site parts and labor.

Ron we at Southern Time Equipment are looking forward to working with you on this project.

Thanks,

Scott Penegar NC Area Sales

McFADYEN/O'BRIANT

Exhibit 5

CONSULTING ENGINEERS

3808 Park Avenue - P.O. Box 4184 - Wilmington, NC 28406
910.791.4000 fax 910.791.5266
www.mcfadyenobriant.com

June 28, 2006

Janet Packer
Baytree Lakes POA
640 Baytree Drive
Harrells, NC 28444

Re: Boat Lift Analysis
Baytree Lakes

Dear Janet:

Thank you for the opportunity to offer our proposal to provide professional engineering design services for the referenced analysis. Our scope of services is based on the information you provided for the analysis of the existing boat lift at Baytree Lakes.

It is our understanding that the boat lift is a steel structure used to lift and transfer boats from the lake into the adjacent channel. An analysis is to be performed to determine the safe lifting capacity of the structure.

Our scope of work will include a site visit to take measurements of the existing lift frame and equipment; analysis of the frame to determine the lift capacity; a written report of the results of the analysis.

The lump sum fee to accomplish this work is \$1,425.00.

If this stated arrangement is acceptable to you we would appreciate your execution provided below and your return of one copy for our file. Once we receive an executed we will schedule a site visit to get the measurements required to begin the analysis

We look forward to working with you on this project. Please feel free to call us if you if we can provide additional information.

Sincerely,

McFADYEN/O'BRIANT CONSULTING ENGINEERS, INC.

Robert W. O'Briant, Jr., PE

Accepted _____
Baytree Lakes POA

Title

Date