

Crystal Bay Travel Park, Inc.
2002 Ketch Circle
Palm Harbor, FL 34683
Board of Directors Meeting Minutes 04-03-2023
Zoom, Teleconference and Clubhouse
<https://us02web.zoom.us/j/89236878242?pwd=Q3dGbHV4NVJlMkdMTkVycGJqRGNSQT09>
Dial by your location: (301) 715-8592
Meeting ID: 892 3687 8242
Passcode: Board

1. Meeting called to order at 9:30 by President Jerry Dunlap.
2. Pledge of Allegiance
3. Roll Call- Copeland, Dunlap, Gentry, Killen, Mortensen, Rego and Stock all present.
4. Secretary's Report- Killen moved and Dunlap seconded that we approve the February and March, 2023 minutes. Motion passed unanimously.
5. Treasurer's Report- Copeland reported that we have \$11,578 in the Operating Account, \$74,027 in Reserves and the loan balance is \$27,262.

6. Committee Reports:

Clubhouse- Four new ceiling fans have been purchased. Ian Killen's son, a licensed electrician, will be installing them.

Compliance- Donna Bailey had nothing new to report.

Library- The park's offer to reimburse the committee for purchasing good, used books is still open.

Dock- Bud Suter had nothing new to report.

Pool committee – Becky DeSpirit spoke on behalf of Karla Vogel. She thanked all the wonderful pool volunteers for uncovering and covering the pool daily this year. We are aiming to keep the pool at 85 degrees during the cooler months. We will move the pool cover soon into the clubhouse for the summer.

Entertainment and Special Events- Beverly Copeland reported that the committee has \$3,317.34 now. They will be paying for the 4 new ceiling fans- a little over \$400. The committee is looking for a leader.

Sunshine- Sari Perlstein has sent out several cards. Please let her know of any new shareholders and also of any serious illnesses or deaths.

7. Open Action Items

Date Opened	Item	Responsible party	Comments	Date Closed
1/9/23	Pool Chairs & Table	Dunlap	Looking to order 2 more 20"	

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			chaise lounges with arms and possible table	
1/9/23	Evaluate seawall A-28-A22	Dunlap	Reuben Clarson Consulting has been hired to do evaluation soon for \$1200. Also, need to check area between A22-A21 as it has sink holes.	
1/9/23	Tree replacement lot B-3	Becky DeSpirit	Palm Harbor Nursery will deliver and install a 15 gallon Robellini palm for \$325.	
1/9/23	Gate on fence to hydrant	Becky DeSpirit	County has been slow to respond	
1/10/23	Inspect sinking on back of lots along trail	Gentry/Dunlap	Dunlap to email all residents affected and do inspections all at once.	
1/9/23	FD visit to discuss issues	Becky DeSpirit	Fire Department will suggest 3 possible dates	Successful seminar was held February 27.
2/6/23	Hot water in men's BR sink	Becky DeSpirit	DeSpirit to call Friends Plumbing to have it inspected.	
2/6/23	Drain on Ketch Circle	Copeland	Still rattles. Will get with Monty again.	

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2/6/23	Palm Tree Trimming	DeSpirit	Cease hurricane cut?	We are already doing a modified cut.
2/6/23	February Pancake Breakfast	Dunlap	Intent is last Saturday of this month	We have had successful February and March pancake breakfasts.
2/6/23	Rules 5-year review	Copeland/Dunlap	Meeting 2/28/23. Discuss proposed changes on April 3, 2023, meeting. See attached.	Many revisions done.
2/6/23	Annual inspection of utility poles and ground wires	Maintenance Director	Due Spring of 2024	
3/1/23	Website Maintenance	Dunlap	Dunlap has password to website and will update it.	
3/1/23	Insurance	Copeland	Current carrier wants us to put slats in pool fence. Currently have no wind coverage. Waiting on proposals.	

8. Rules and Regulations Updates- every 5 years-proposed changes are in blue.

Record of Changes -Copeland moved and Stock seconded to start a new Record of Changes because the current changes have all been incorporated into the Rules and Regulations. Motion passed unanimously.

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Table of Contents- Per Senate Bill 630, we are redefining a “unit” as a Recreational Vehicle (RV), which includes park trailers, 5th wheels, motor homes, motor coaches and travel trailers. Gentry moved and Dunlap seconded that we accept the changes in the Table of Contents. Motion passed unanimously.

Preface-Copeland moved and Dunlap seconded that we insert “or appointed individuals or entities” after shareholders in the first paragraph. Motion passed unanimously.

Rules and Regulations-

I. “55 and Over” Park- Dunlap moved and Mortensen seconded that we accept the change from “Unit” to “RV.” Motion passed unanimously.

II. Shares of Stock- Dunlap moved and Mortensen seconded that we accept the changes as proposed. Motion passed unanimously.

III. Assessments- Dunlap moved and Copeland seconded that we accept the changes as proposed. Motion passed unanimously.

IV. Building Codes- Killen moved and Copeland seconded that we approve the wording on Paragraph A.1.a-e, with the insertion in paragraph d after “park trailer” to say, “formerly called park model homes”. Motion passed unanimously.

Killen moved and Mortensen seconded that we include “Please Note: Truck campers, van campers, tents and vans are not permitted in the park as a dwelling or residence” between Paragraphs A and B. Motion passed unanimously.

Paragraph B- Killen moved and Stock seconded that we accept the new wording. Motion passed unanimously.

Paragraph C- Killen moved and Mortensen seconded that we accept the new wording. Motion passed unanimously.

Paragraph D.1.- Killen moved and Gentry seconded that we accept the proposed wording with the change of “Rear setback-5 feet to inside edge of seawall” and “Front setback-5 feet from inside edge of sidewalk.” Gentry, Killen, Rego and Stock voted in favor. Dunlap, Copeland, and Mortensen voted against. Motion passed 4-3.

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Paragraph D.2.- Dunlap moved and Stock seconded that we accept the proposed wording. Motion passed unanimously.

Paragraph D.3.- Killen moved and Mortensen seconded that we accept the new proposed wording. Motion passed unanimously.

Paragraph D.4.- Stock moved and Killen seconded that we accept the proposed new wording. Motion passed unanimously.

Paragraph D.5.- Killen moved and Gentry seconded that we accept the new wording. Killen was the only one who dissented. Motion passed 6-1.

Paragraph D.6.- Mortensen moved and Stock seconded that we accept the new wording. Motion passed unanimously.

Paragraph D.7.-Copeland moved and Killen seconded that we accept the new rule as proposed with the addition of the word "permeable" before "synthetic grass." Motion passed unanimously.

Paragraph D.8.- Killen moved and Stock seconded that we accept the new rule. Motion passed unanimously.

Paragraphs D.9.D.11, and D.12-Killen moved and Copeland seconded that we accept the proposed changes. Motion passed unanimously.

Paragraph E- Mortensen moved and Killen seconded that we accept the new wording. Motion passed unanimously.

Paragraphs F-G- Killen moved and Gentry seconded that we accept the new wording. Motion passed unanimously.

Paragraph H, I and J- Dunlap moved and Killen seconded that we approve the new wording. Motion passed unanimously.

Paragraph K-Dunlap moved and Killen seconded that we accept the new rule. Motion passed unanimously.

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Paragraph L- Killen moved and Gentry seconded that we accept the new rule. Motion passed unanimously.

V. Davits and/or Lifts-

Paragraph A.1.- Killen moved and Gentry seconded that we accept the new rule. Copeland, Gentry, Mortensen, Killen and Stock voted in favor. Dunlap and Rego voted against. Motion passed 5-2.

Paragraphs B and C- Stock moved and Dunlap seconded that we accept the proposed changes. Motion passed unanimously.

VI. Park's Responsibilities for Lots

Paragraph A- Copeland moved and Dunlap seconded that we approve the proposed wording. Motion passed unanimously.

Paragraph B- Killen moved and Mortensen seconded that we approve the proposed wording. Motion passed unanimously.

VII. Storage

Killen moved and Dunlap seconded that we approve the proposed wording. Motion passed unanimously.

VIII. Clotheslines

Killen moved and Dunlap seconded that we accept the new wording. Copeland, Killen, Stock and Mortensen approved. Dunlap, Rego and Gentry were opposed. Motion passes 4-3.

IX. Storage of Utility Trailers, Boat Trailers, Boats, etc.

Killen moved and Dunlap seconded that we approve the new proposal. All were in favor except Gentry, who abstained.

X. Noise Level-Dunlap moved and Killen seconded that we accept the change. Motion passed unanimously.

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XI. Lot Address- Killen moved and Mortensen seconded that we accept the proposed wording. Motion passed unanimously.

XII. Contact Information- no changes.

XIII. Rental Rules for RV/Lot Address- Stock moved and Mortensen seconded that we accept the changes proposed. Motion passed unanimously.

XIV. Common Facilities- Killen moved and Dunlap seconded that we accept the proposed changes and we add a last sentence to paragraph F that reads (Exception: Park Administrator may store lunch and snacks in the clubhouse refrigerator and shareholders who have lose their refrigeration may temporarily store refrigerated items in the clubhouse refrigerator upon approval.). Motion passed unanimously.

XV. Clubhouse Reservation- Killen moved and Dunlap seconded that we accept the changes. Motion passed unanimously.

XVI. Signs- Killen moved and Mortensen seconded that we accept the changes. All but Killen voted in favor. (Did I get that right, Jerry?)

XVII. Commercial and/or Professional Activities- Mortensen moved and Copeland seconded that we accept the changes. Motion passes unanimously.

XVIII. Pets- Killen moved and Dunlap seconded that we accept the changes. Motion passed unanimously.

XIX. Use of Roadways- Dunlap moved and Killen seconded that we accept the proposed changes, but omitting adding speed bumps every ten feet and reducing the speed limit to 5mph. Motion passed unanimously.

XX. Street Parking- Dunlap moved and Killen seconded that the first sentence of Paragraph C now read "Temporary parking is allowed along the east fence line along Mast Lane, not to exceed 4 hours" and the former paragraph C becomes paragraph D. Motion passed unanimously.

XXI. Lot Parking- Dunlap moved and Killen seconded that we accept the proposed changes. Motion passed unanimously.

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XXII. Use of Gravel, Stones, Shells or Other Aggregate on Lots- Dunlap moved and Mortensen seconded that we accept the proposed changes. Motion passed unanimously.

XXIII. Garbage and Trash- Dunlap moved and Copeland seconded that we accept the proposed changes. Motion passed unanimously.

XXIV. Boat Launching Ramp-Dunlap moved and Killen seconded that we add the proposed change. Motion unanimously defeated so only the original sentence remains: "The boat launching ramp is for the use of Shareholders and their overnight guests only."

XXV. Clubhouse-Mortensen moved and Dunlap seconded that we change the **title of the rule to XXV. Clubhouse** and wording to "Clubhouse doors will be locked at all times." Motion passed unanimously.

XXVI. Dumping- Dunlap moved and Killen seconded that we accept the proposed changes. Motion passed unanimously.

XXVII. Dock Space- Dunlap moved and Killen seconded that we accept the proposed changes but striking out the sentence in paragraph G: "Renters wishing to use a space on the dock will pay a fee." **Stock, Dunlap, Copeland, Killen, Mortensen, and Gentry voted in favor. Rego abstained.**

XXVIII. Pool Area- Dunlap moved and Mortensen seconded that we accept the proposed changes. Motion passed unanimously.

XXIX. Rules and Regulations- Dunlap moved and Mortensen seconded that we accept the proposed changes. Motion passed unanimously.

XXX. Compliance Issues- Dunlap moved and Mortensen seconded that we accept the proposed changes and add the word "by" before the word "filling" in paragraph A. Motion passed unanimously.

XXXI. Seasonal Closedown of RVs- Dunlap moved and Mortensen seconded that we accept the proposed changes. All voted in favor except Rego, who dissented.

XXXIV. Concluding Statements - Dunlap moved and Mortensen seconded that we accept the proposed changes to Articles XXXII, XXXIII, and XXXIV. Motion passed unanimously.

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Appendix A to Rule IV-Setback Requirements-Dunlap moved and Mortensen seconded that we accept the proposed changes but change the setback to Front: Five (5) feet from the inside edge of sidewalk/lot line. Drawing to be redone. **Motion passed unanimously.**

Appendices A, B, C, D, D1, E, F and G- Dunlap moved and Mortensen seconded that we accept the proposed changes to Appendices A-G, plus add to the header on all pages "Rules and Regulations." **Motion passed unanimously.**

9. Adjournment- Killen moved to adjourn and Stock seconded. Passed unanimously. Meeting adjourned at 1:36 pm.

Submitted 04-07-2023.

Jean Stock
Secretary, Crystal Bay Travel Park, Inc.

Approved _____ Date _____

Jerry Dunlap, President