

## **Baytowne West April 2021 Board Meeting Minutes**

### **WELCOME**

Meeting called to order @ 6:30 PM by President Tom Hamilton  
Tuesday April 27, 2021  
BTW community pool

### **ESTABLISHMENT OF QUORUM**

Tom Hamilton, President  
Dave Swoboda, Vice President  
Mike Arnold, Treasurer  
Skip VanKleek, Director  
Vivian Swoboda, Temporary Secretary

### **MONTHLY BUSINESS REPORTS**

Tom Hamilton

- February minutes : motion to accept by Skip, seconded by Dave, vote to accept: all in favor.
- There was no March meeting.

### **TREASURY REPORT**

Mike Arnold

-Proof of Insurance:

- 2 homeowners are 30 days out of compliance.
- over 98% compliant.
- 8 homeowners are under 30 days (4 within last 10 days).

-Financials:

- Operating account balance, as of April 27, 2021, is \$29,331.78.
- Reserve account balance, as of April 27, 2021 is \$181,454.38.
- Unpaid HOA fees total \$601.
  - \$360 over 60 days.
  - \$241 within 30 days.
- February total revenue is \$17,776.66 (\$150 x 118 homes).
- March total revenue is \$22,281.76 ( includes \$5000 grant for fence).

-Expenses:

- February \$24,925.09
  - extraordinary expenses for February included.
  - \$5000 for irrigation.
  - \$3000 for removal of tree hit by lightning (reserves expense due to randomness of situation).
  - monthly net expenses = \$16925 +\$851.
- March \$28,929.22.
  - includes \$14,387.94 to reserves (3 months @\$4796.00).
  - actual operating net is +\$2740.48 (disregarding grant and reserves).
- Year to date budget:
  - income is running as budgeted.

### **ACC COMMITTEE REPORT**

Glenn Fish

- 13 approved application requests.
- Glenn ( who handles all new requests) asked Cheryl Beyet ( walkabout committee chairperson) to be a second signer on applications.

—Dave Swoboda recommended updating the BTW HOA by laws...Mike Arnold offered to look over them.

### **WALK ABOUT COMMITTEE REPORT**

Cheryl Beyet

- recommended 3 courses of action for walk about committee:
- 1) explain why notice was given ( i.e. cite HOA ruling).
- 2) give HOA board a copy of the notice.
- 3) add course of action for how homeowner can fix the issue (within 30 days).

FOR ALL HOMEOWNERS:

- keep back yards as neat as the front yards.
- mold on the windowsills needs to be cleaned on a regular basis.
- gutters need to be cleared of leaves and other debris on a regular basis.

### **GROUNDS REPORT**

Dave Swoboda

— Swingle Lawn Service gave notice in mid March that they are moving their operations north and will no longer be servicing the Palm/Safety Harbor areas. Swingle Lawn Service provided lawn as well as bug and fertilization services. The HOA board interviewed and solicited bids from 4 different companies for replacement lawn care and found out ( as expected) that Swingle's charges were drastically under market. Due to the fact that Swingle left BTW one quarter into our budgeted year, separate contracts needed to be negotiated for lawn maintenance and fertilization.

—The BTW new lawn care service is Precise Lawn Care. NOTE: They will be cutting grass on Mondays.

—The BTW fertilization company is Bugmaster.

—The first fertilization will be May 21. Then on the third Friday of ever other month...July, September, and November. These dates will be posted on the website as a reminder.

### **POOL REPORT**

Dave Swoboda

—Many thanks to Debbie and Tom Hamilton, Jan and George DuPont, Cheryl Beyet and Jackie Brown for the beautification of the pool entrance.

—Thank you to Sue Brunette and Austin Marion for providing both their time and materials to paint the floors of both the Women's and Men's pool bathrooms.

### **NEW BUSINESS**

Tom Hamilton

—Spring cleaning and pre hurricane season tree trimming will probably be done by the May HOA meeting. The HOA board will get bids from companies to dead wood the trees as well as general tree maintenance.

\*If homeowner wishes to have their OWN trees trimmed at the same time, let the HOA board know and they will get a bid so the work can be done at HOMEOWNER'S expense while the company is here at BTW.

Dave Swoboda and Glenn Fish

—Painting exteriors of the buildings. 2021 is the scheduled year for this to be done- will check our reserves for next year's budget.

\* If homeowner wishes to have the back of their OWN lanai painted at the same time, let the HOA board know and they will get a bid so the work can be done at HOMEOWNER'S expense while the company is here at BTW.

### **COMMUNITY TOPICS**

- Question came up about building a kayak/bike rack. Owners will store kayaks or bikes at their OWN risk. The rack building plans will be sent to Mike Arnold for board review and discussion.
- Secretary position on the HOA board NEEDS to be filled.

### **ADJOURNMENT**

Tom Hamilton

- Motion to adjourn meeting by President Tom Hamilton, seconded by Skip VanKleek
- Meeting adjourned at 7:25 PM.