

Baytowne West December 2021 Annual Board Meeting Minutes

WELCOME

Meeting called to order @ 7:03 PM by President Tom Hamilton.
Wednesday December 8, 2021.
Safety Harbor VFW Club.
A quorum of 39 was reached (we actually had 50).

INTRODUCTION OF CURRENT BOARD MEMBERS

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

MONTHLY BUSINESS REPORTS

Dave Swoboda

- October minutes approval
- Skip moved to approve the minutes, Mike seconded, all in favor and approved.

TREASURY REPORT

Mike Arnold

- Financials:
 - Operating account balance as of December 8, 2021, is \$27,381.73
 - Reserve account balance as of December 8, 2021, is \$221,631.35
 - There are expenses that will include irrigation as well as sidewalk grinding.
 - By end of the year, our budget will be met.
- Proof of Insurance:
- We are 90% compliant with only a handful of homeowners at 30 days or more. One homeowner does not think the BTW insurance proof applies to her. We will be fining her as allowed under our rules and by-laws.

GROUNDS REPORT

Dave Swoboda

- Irrigation update : We are at 95% working. In 2022, All Phaze will come to BTW every other month for an overall check up to attempt to stay on top of our 40 year old irrigation infrastructure.
- Speed bumps update. The rubber speed bump to be placed at the corner of Wickford and Wickford Street E is ordered and will be installed by the end of the year by BTW HOA board volunteers.
- Sidewalk update: Superior Sidewalk is addressing the most severe trip hazards. They will be working in our BTW community December 8th, 9th and the week of December 13th.
- Beautification update: Fresh mulch will be placed on the new bushes east of the entrance by next week.
- Precise Lawn Care will replace the dead bushes at the corner of Marshall Street and Phillipe Parkway.

ACC COMMITTEE

Glenn Fish

- Glenn stated that in 2021 there were 28 alteration applications approved including 7 roofs, 1 patio, 5 windows, 3 landscaping, 2 storm doors, 3 screen enclosures, 3 water conditioners, 1 pavers, 1 painting screen porch to white from brown and 1 vinyl window porch. He reminded us that there are 2 pages for the applications and both need to be submitted for any ACC approval.

WALK ABOUT COMMITTEE

Cheryl Beyett

Cheryl asked about when the letter for making sure the bushes are away from the buildings for pressure washing and painting would be sent out from the board. The letter went out in the packet that was sent for the annual meeting. There was a schedule for the painting of the buildings that was attached to that letter. When the time gets closer, homeowners will be informed when they need to have their unit cleared of vegetation and decorations.

PAINTING UPDATE

Glenn Fish

- Munyan Painting is scheduled to begin painting our buildings mid January or so. The color will be gray with white trim. Two buildings will be painted per week. The building painting schedule was included in the annual meeting packet.
- If the homeowner changed the original black wrought iron address numbers to a more decorative or other kind of address plaque, those need to be removed. The original black wrought iron numbers will be repainted and reattached.
- All holiday lights and decorations need to be removed from the buildings before painting.
- If individual homeowner DOES want their lanai painted, all furniture and other belongings need to be put away prior to painting. If the homeowner DOES NOT want their lanai painted, a notice by the homeowner needs to be put on their outside door.
- There are 73 areas of stucco that will be repaired starting next week or so. The stucco needs to cure before the actual painting begins. There also needs to be 18" of clearance from the building for the painters to have access. There may be a fee assessed for removal of vegetation that is not trimmed back or removed in time.
- Front doors will be painted white. If there is any glass in the door, door will NOT be painted.
- Glenn will check with Munyan Painting about the painting of the soffit screens.
- Reminder to look at the painting schedule of each building (which was included in annual packet). The schedule will also be posted on the bulletin board by the pool.

ELECTION OF DIRECTORS

Glenn Fish

- Glenn announced that the votes for BTW HOA directors came in at 39 for Mike Arnold, 31 for Susan Werner. There were not any NO votes. There were 44 votes for no audit.

COMMUNITY COMMENTS

- There was a resident who asked about responsibility of the screening of rental tenants. After some discussion, a fellow homeowner (who is a realtor), pointed out that the BTW HOA board can only legally interact with the owner of the unit and not the renter. Ultimately, it is the responsibility of the owner for their tenant. Our rules and regulations specify that the BTW HOA board should receive a copy of the lease with application fee prior to a renter moving in. Currently, that has not been the case.
- There were several compliments about the current BTW HOA board thanking them for all they have done for our community.

ORGANIZATIONAL MEETING

Dave Swoboda

- Approval of contracts for 2022.
- Affordable Work Orders has renewed contract and will clean the pool area every other Thursday. There was no increase in their 2022 rate.
- Bugmaster has a signed contract and will come 6x/year with no increase for their 2022 rate as well as follow up visits on the off months to check for areas that need treatment.
- Precise Lawn Care had an increase (previously discussed) for 2022 rate.
- All Phaze has given a verbal agreement to do every other month system check for 2022.
- All contracts have an out clause with 30 days written notice by either party.
- Mike approved. Skip seconded. All in favor and approved.
- Approval of 2022 budget to include an increase in HOA fees of \$5 to \$155.00 starting January 2022. Mike moved to approve, Skip seconded. All in favor and approved.
- Welcome to Susan Werner. She will be included in the BTW HOA board texts and emails.

2022 BTW HOA BOARD POSITIONS:

- President - Tom Hamilton
- Vice President - Dave Swoboda
- Treasurer - Mike Arnold
- Secretary - Susan Werner
- Director - Skip Vankleek

ADJOURNMENT

Tom Hamilton

- Motion to adjourn meeting by Mike Arnold. Skip seconded.
- Meeting adjourned at 7:57 PM.