

Baytowne West Tuesday October 25, 2022 Board Meeting Minutes

WELCOME

Meeting called to order @ 6:30 PM by President Tom Hamilton.
Tuesday October 25, 2022.
BTW community pool.

ESTABLISHMENT OF QUORUM

Tom Hamilton, President
Dave Swoboda, Vice President
Mike Arnold, Treasurer
Skip VanKleek, Director
Susan Werner, Secretary

MONTHLY BUSINESS REPORT

Tom Hamilton

- August meeting minutes (no meeting in September) : motion to approve by Mike, seconded by Susan, vote to accept: all in favor and approved.

TREASURY REPORT

Mike Arnold

FINANCIALS

- Operating account balance, as of October 25, 2022, is \$21,986.89.
- Reserve account balance, as of October 25, 2022 is \$190,497.54.
- BTW is on budget for the 2022 calendar year.
- Community Financials continues to generate complete monthly statements. If anyone is interested in reviewing these at any time, they are available. Just email the Board of your interest.

PROOF OF INSURANCE

- Two homeowners still refuse to comply and have accumulated fines of \$1000. Jan DuPont asked if there was a cap on the fines. Per statute, this is the limit but the Board isn't sure if that's per year.
- Two other homeowners are in arrears and final notices will be going out this month.
- We are 97% compliant. Community Financials has provided the tools to keep an electronic record of each homeowner's policy making it easy to keep track of when they expire.

POOL REPORT

Dave Swoboda

- Triangle Pools contract for 2023 is going up from \$475 to \$585. Reasons cited for the increase were chemical increases ranging from 25% to 116%, fuel up 123% and labor up 36% to name a few. An additional charge to the new contract is a rental fee for the chemical controller and feeders for the pool. These are required for their service as they keep the water balanced 24/7 and provide optimal water chemistry for the bathers.
- Mike motioned to approve the new pool contract, seconded by Susan...all in favor, accepted and approved.
- BTW needs to add a sign that has the depth of the spa listed by law. Dave will take care of it.

GROUNDS REPORT

Dave Swoboda/Tom Hamilton

IRRIGATION

- Due to the lack of timely responses to service requests and not delivering on agreed upon terms for the bi-monthly system checks, BTW has decided to sever ties with All Phaze Irrigation. Initially, their service was satisfactory but they are currently down to 2 employees- the owner and one technician- and that is not adequate to service a property of our size and age.
- Outdoor Concepts is our new irrigation company. They will be running monthly system checks as opposed to bi-monthly. Their pricing is comparable to the previous vendor and has numerous crews. We will give them a shot. The contract has a one month termination clause.
- Ray Welch asked if there will be more money in next year's budget for the irrigation system seeing it's age and ongoing issues. Dave responded that he felt the irrigation budget was adequate, the problem was finding companies with people to do the work.

HURRICANE CLEAN UP

- Hurricane cleanup - thank you to the many homeowners who helped clean up storm debris in their yards after the hurricane. The lawn company spent their usual Monday time cleaning half the community and came back another day to finish. The charge for the additional hours and 3 dump fees was \$550.00. Motion to approve by Mike, seconded by Tom, all in favor, accepted and approved.
- A tree in the common area along the pond behind 40 Brighton was damaged during the storm. A quote to remove the tree and patch repair of \$650.00 was received from Mendoza Landscaping. Motion to approve by Tom, seconded by Skip, all in favor, accepted and approved.
- Thank you to Debbie Hamilton and Cheryl Beyett for the clean up work they did around the entrance to the pool. They volunteer their time to help the common areas look good which is greatly appreciated by many in the community.

ARCHITECTURAL CONTROL COMMITTEE REPORT

Glenn Fish

- No new applications

OLD BUSINESS

Dave Swoboda

- Parking areas re-striping and numbering project. The low bid of \$4317.63 received is still good. It is the same company that did it back in 2017. The cost will be covered by Reserves. The email blast system will be used to notify when it will take place.
- Motion to approve by Tom, seconded by Mike, all in favor, accepted and approved.

NEW BUSINESS

Tom Hamilton

- Tom announced there would be NO meeting in November because the BTW annual meeting will be Wednesday December 7, 2022 at the Safety Harbor VFW club.
- Tom told those attending that this was the end of his 3 year term. He thanked everybody and members of the HOA Board for their support. He announced he would be running for another term and hopes he will get their vote.
- There is an opening for the BTW HOA Board. Anyone interested in running for the Board should submit their name and a short bio by November 5, 2022. Please drop in the HOA black box at the pool or email it to the HOA email.
- The stop sign at Marshall and Wickford is faded and needs to be replaced. Skip will do homework on replacing it and report back.

- A homeowner asked that the Board respond to John Strauss' 'HOA NEWS' he delivered to select homeowners throughout the community. At the February Board meeting, Jan DuPont asked why the palm trees haven't been trimmed for numerous years and that the dead fronds hanging down or falling posed a liability to the Association should someone get hurt. The Board said they would take it under consideration. At the April Board meeting, it was announced that an arborist would be contacted to come out to review the trees and prepare a list of trees needing trimming, elevating and/or the removal of major deadwood for pre hurricane season clean up. Because the dead palm fronds were brought to the attention of the Board previously, it was asked that those be added to the list for safety purposes. The list was used for bids and it was reported that Blue Ox was chosen to perform the tree trimming as well as the trimming of approximately 35 palm trees throughout the community identified by the arborist. The accepted bid for the tree work was \$6400.00. The bid for palm pruning was for 35 palms at \$45.00 each for a total of \$1575.00. This work was budgeted for and was paid for from the operating budget.
- 2023 Budget: Spreadsheets were prepared using four monthly assessment scenarios:
- \$155.00(current fee), \$160.00, \$165.00 and \$170.00 (a 10% increase, maximum allowed in bylaws). Plugging in the increases for services mandated to be paid for by the Association, a monthly fee of **\$165.00** was needed to balance next year's budget. Given inflation is currently running at over 8%, \$165.00 represents a YoY increase of 6.5%. To achieve this, we need to slightly reduce our Reserves contributions. Motion to approve the 2023 monthly HOA increase was made by Skip, seconded by Tom, all in favor, accepted and approved.
- A copy of the 2023 Budget and Reserves contributions will be included in the Annual Meeting packet.

COMMUNITY COMMENTS

- June Taylor is happy about the new email blast system we now have in play. Other homeowners like it as well.
- Ray Welch questioned why John Strauss was told that the Board didn't have the Federal tax returns for years prior to 2021 when Mr. Strauss recently requested them. The Board responded to Mr. Strauss' request that those returns were not able to be located in files left behind. Ray asked why this Board failed to make sure they had all the tax forms before severing ties with the previous CPA firm. Mike and Dave said they went down to Lowry Weldon (CPA firm) to retrieve the boxes of documents they stored for BTW. The 3 boxes contained our records as if they had been tossed in haphazardly. Sorting through these 3 boxes, the Board was unable to find any previous Federal tax returns - a one page document - and have since filed the form requesting copies from the IRS. The Board told Mr. Strauss that they will be made available upon receipt.

ADJOURNMENT

- Tom Hamilton
- Motion to adjourn meeting by President Tom Hamilton, seconded by Skip Vankleek.
- Meeting adjourned at 7:45 PM.