

Baytowne West Annual Meeting Minutes

WELCOME

Meeting called to order at 7:05 PM by President Tom Hamilton

Wednesday, December 6, 2023

Safety Harbor VFW Club

Introduction of current Board members:

- Tom Hamilton, President
- David Swoboda, Vice President
- Susan Werner, Secretary
- Skip Van Kleeck, Director

Tom welcomed all in attendance to the 40th Annual Meeting of the Baytowne West Homeowner's Association.

He announced that Dave Swoboda had informed the Board that he was not intending to run for another 3 year term. The Board appointed Dave to assume the one year left on Mike Arnold's term. Dave accepted and resigned his current Board position which expires at the end of 2023.

PROOF OF NOTICE OF MEETING

Dave Swoboda

Form was presented that Annual Meeting packets were delivered to the Post Office on November 7th, 2023.

MONTHLY BUSINESS REPORT

Susan Werner

November minutes entered into the record. Motion to approve by Skip, seconded by Dave. Vote to accept: all in favor and approved.

TREASURY REPORT

Dave Swoboda

- Operating account balance as of 11/30/2023 is \$25,591.00
- Reserve account balance as of 11/30/2023 is \$237,398.00
- The latest available financials from the end of October showed we are running at budget.
- HOA monthly maintenance fees for 2024 are increasing by \$10.00 to

\$175.00. Coupon books or letters showing next year's monthly dues should be coming from BB&T later this month. Watch for them in the mail.

- A few explanations for what contributed to the increase in next year's budget and the increase in the monthly fee were:
 - 1) Electricity costs: we budgeted \$15,000.00 for 2023; year end total is projected to be approximately \$15,500.00, mostly due to a mid-year rate increase. Duke Energy has petitioned the State for an increase in 2024 to recover costs due to Hurricane Ian. These are expected to be granted. We budgeted for a 13% increase over our 2023 budget.
 - 2) Insurance: the Association was hit with a 31% increase for property insurance in 2023 (our broker had difficulty finding companies willing to write commercial property insurance in this market). We budgeted for a 5% increase in 2024.
 - 3) Cable: budgeted at \$38.00/unit for 2023; currently at \$39.75/unit due to "other charges, fees and taxes" which are charged above the contracted per unit cost. We budgeted \$42/unit for 2024, the last year of our current contract.
 - 4) Lawn Service increased 5% due to labor costs. The 2024 budgeted spend is still less than the other 3 bids we got when we solicited bids three years ago.
 - 5) Reserves contributions: we had reduced them last year to keep the maintenance fee increase at \$10.00. The 2024 budgeted contribution takes us back to the 2022 level plus 3%, the run rate increase used to fund community projects in the future.

PROOF OF INSURANCE

Dave Swoboda

- Two homeowners are out of compliance for policies which expired in October. They have been sent three reminders, the last through the USPS. Five homeowners owe us proof of insurance for policies that expired in November. First notices have gone out. We are currently at 94% complaint.
- Reminding homeowners they need to provide proof of insurance as a requirement for living in a deed restricted community is not, nor should be, something the Board needs to do. It has been a "friendly" reminder to this point to do so. Bylaws allow for fining for not doing so in a timely matter and may be something we will need to do going forward. Please

add Baytowne West as an “also Interest” on your homeowner’s policy.

IRRIGATION

Tom Hamilton/Dave Swoboda

- The Board has decided to solicit bids to rewire the B controller side of the property’s irrigation system. The B side contains an ever-increasing amount of battery timers due to the loss of wiring over 40+ years. Rewiring will result in a more efficient and serviceable system. The Board has received one estimate thus far. Based on this initial estimate, the Board has determined that this project can be paid for out of Reserves rather than by assessment. The Board will keep the community informed on this project.

APPROVAL OF ELECTION INSPECTORS FOR 2024

- Glenn and Chris Fish were acknowledged for the work they’ve done over the past years as Election Inspectors and were asked if they are interested in continuing to do so. They said they would. Motion by Dave to approve them as next year’s Election Inspectors, seconded by Skip, vote to accept, all in favor and approved.

ELECTION RESULTS

-Glenn Fish

- 31 proxy votes; 26 present. Quorum met.
- 54 votes for Skip Van Kleeck; 48 votes for Ashley Westfall; 23 votes for Patsy Roy.
- Skip and Ashley will begin 3 year terms in January of 2024.
- 56 voted to waive an audit; 1 vote in favor of an audit. The Association will provide Compiled Financials as required for an association of our size per State Statute.

NEW BUSINESS

- Updating of Association Bylaws.

It was noted in the annual letter that the Association is still operating under Bylaws written 40 years ago by the Builders when turning the community over to the Association. Many of these have become outdated and should be updated per our legal counsel. The Board asked for volunteers to take on this project and four homeowners said they

would be willing to do so. The Board will work with these volunteers in the new year.

- Cable television contract.

The Board said this was added to the annual letter just to remind homeowners that cable isn't "free" but is covered by their monthly maintenance fees. We will be entering the final year of our current contract in 2024. One homeowner said he gets his cable by only paying \$23.00 using the Spectrum app. It was explained that the app works because, when putting in his password, the system recognizes his address and therefore the cost on his bill for Spectrum TV Select is "0.00".

Another homeowner questioned how many homeowners actually use cable. When asked for a show of hands of those in attendance who use the cable, more people raised their hands than those who didn't. A homeowner asked if we could provide and charge for cable to those that use it and not those who don't. It was explained that the bulk cable contract is an "all for one" contract. The choice to use the cable or not is up to the individual homeowner (or tenant).

Dave said the Association not providing cable would require a change of our Bylaws which would require a 75% approval of homeowners. A homeowner said that the required percentage has been changed to 67% [which is true]. Dave said he would continue to negotiate with Spectrum to get the best deal for the Association.

COMMUNITY COMMENT

- A homeowner asked how many rentals there are in the community.

Dave responded that we currently have 39 out of 118 units, or approximately 33%, as rentals.

- A homeowner asked if the Association is still happy with our pool service. The Board responded that they are. The water is clearer than it's been for at least the last 10 years), the same person has serviced our pool and spa since we signed with this company, and they respond quickly to any issues we have.

ADJOURNMENT

Tom motioned for adjournment at 8:10. Seconded by Skip and approved.

