

BAYTOWNE WEST HOMEOWNERS ASSOCIATION

1355 WICKFORD STREET
SAFETY HARBOR, FL 34695

(727) 799-5040

hoa@baytownewest.com

www.baytownewest.com

2025 OCTOBER BOARD MEETING - October 28, 2025

Held at Pool at 6:30 PM

Tom Hamilton, President

Skip VanKleek, Vice President

Dave Swoboda, Treasurer

Susan Werner, Secretary

1) CALL TO ORDER - Tom Hamilton

> Tom called the meeting to order at 6:30 PM.

2) MONTHLY BUSINESS REPORTS

> July Meeting Minutes - Susan

- Skip motioned to accept, Dave seconded , all in favor and approved.

> Financials - Dave

- As of October 28, the Operating Account balance is **\$35160.00** and the Reserves balance is **\$354,420.00**. Interest earned on Reserves year-to-date is **\$6,512.00**.

- At the end of October, we are running slightly below budget. While we've saved by having no monthly irrigation contract cost because the system was off due to the rainy summer and the rewiring projects, we spent some of those funds to trim the oleanders along the central sidewalk as well as some additional tree trimming throughout the community.

- We are over budget for legal expenses due to the ongoing legal action against a homeowner who hasn't provided proof of insurance on their unit. Also, we have legal fees associated with an owner who had their lawyer contact our lawyer requesting information in response to a violation notice. This situation remains unresolved.

> Insurance - Skip

- As of October 26th, we have the aforementioned homeowner who has failed to provide proof of insurance and one other that has now been sent a third and

final notice. This will be referred to the Fining Committee. We have five homeowners whose insurance just expired. They have been sent reminder notices. A look back in the records shows these same five homeowners needed to be sent reminders last year as well. Counting all, we are 95% compliant.

> Irrigation - Tom/Dave

- Phase 2 of the B side rewiring is completed. We still have one zone on that side we have not located the valve for. All other zones are now controlled at the pump house.
- Later this week MSI will be rewiring some of the A side to eliminate the remaining battery timers on the property. When that work is completed, the entire system will be controlled from the pump house as originally designed.
- When completed, we'll sign a monthly contract for monitoring the system. We have received one estimate from a company and are waiting on a proposal from the company who did the rewiring work.

> Architectural Control Committee - Glenn

- In the last two months we have received five applications for alterations. One for windows, one for a front door, one for a drainage issue and two for roofs. All have been approved with the exception of the drainage issue.

3. NEW BUSINESS

> Annual Meeting - Tom

- The annual meeting is scheduled for December 3 at 7 PM at the VFW Hall, 965 Harbor Lake Court, Safety Harbor, FL, 34695. The Annual meeting packets should arrive in the mail mid November. The Board asks all those who can't attend to send your proxies back as soon as possible.
- Tom Hamilton's term expires at the end of this year. After six plus years serving as Board president, Tom has decided to step down from that role. He has graciously decided to run for another term but will serve in a Director role.
- The Board still has a vacant seat. Anyone interested in serving on the Board should send an email to hoa@baytownewest.com or drop a note in the HOA Drop Box by the pool bulletin board, NOT the USPS mailbox along with a short bio. Please do so anytime prior to a day before the annual meeting so your name can be added to the ballot.

> 2026 Budget - Dave

- Dave went through the budget for the Board explaining where costs for next year increased over those from 2025. The majority of vendors provided 2026 proposals with increases in the 3½ to 4% range. Conservative estimates for property insurance and local transmission fees and taxes for cable were used based on prior year's increases. Holding Reserve contributions to less than year-over-year inflation, Dave recommended a **\$5.00** increase for the 2026 monthly maintenance fee, so **\$180.00/month**. We had no increase in 2025 and the increase for next year represents an increase of less than 3%. Dave motioned to approve the \$5.00 increase, Skip seconded. All in favor and approved.

4. OLD BUSINESS

> Homeowner Responsibilities - Dave

- As owners in a deed restricted community, homeowners have certain responsibilities as set forth in the Association Bylaws, Rules & Regulations. A reminder of a few of those are:
- providing proof of adequate homeowners insurance within two weeks of their prior policy expiring;
 - keeping the Association updated as to who is living in your unit;
 - keeping pets on a leash (this is a Pinellas County ordinance);
 - driving the posted speed limit of 15 MPH throughout the community and that stop signs are NOT optional;
 - resident issues should be emailed to the HOA email, not texts to individual Board members or in person;
 - the pool complex closes at dusk; to avoid conflict, when the sensor turns on the pool lights, that is considered dusk for pool gate locking purposes.

5. CALL FOR COMMUNITY COMMENT

- A homeowner asked what the Association property insurance covers. The pool complex including the pump room equipment, the irrigation pump house and equipment. She asked about the exterior walls of the home buildings. It was explained that each owner owns and is responsible for all outside walls of their unit from firewall to firewall, including up and through their roof. That is the reason it is important that

- each owner maintain adequate homeowners insurance. The Association is only responsible for painting the exteriors of the buildings.
- A homeowner asked if there was money in the budget for fixing cracked sidewalks. It was explained that those monies would come from the Reserves. It is in the plans to walk around and determine which sections of sidewalks need replacing and soliciting bids to do so. Earliest time to have any work done would be after the leaves are done falling.
 - A homeowner brought up that she was approached by a man who was inquiring about the unit next door to hers. He had a list of Pinellas County homes in arrears for property taxes. A discussion was had as to if this was the Board's responsibility to inform people they need to pay their property taxes because people are looking to buy homes by paying back taxes; it is NOT. The responsibility to keep current on property taxes is the responsibility of the homeowner. She asked that this info would at least be put in the minutes.

6. ADJOURNMENT

- Tom called for adjournment at 7:23 PM. Skip motioned, Dave seconded, all in favor and approved.

-

