

# BAY POINTE VILLAS CONDOMINIUM ASSOCIATION, INC.

## QUARTERLY OWNERS MEETING MINUTES

June 13, 2022

The second quarterly meeting of association members for 2022 was held Monday, June 13, 2022 via Zoom. There were 12 people in attendance; 11 association members and 1 AmeriTech employee. The association members were Jeff and Karen Murrill, Margaret Ballou, Kay Lea and H.P. Scott, Floyd Jackson, Gregg Cuzzucoli, Larry Fineout, Charlotte Hicks, Ginger O'Neill, Jack Bisson, and Karen Gillum. The AmeriTech representative was Gloria Reed.

Board President, Margaret Ballou called the meeting to order at 6:35 PM.

- Jeff Murrill was introduced as the association members/residents representative. The board president reviewed the goal of quarterly members meetings.

*The purpose of quarterly meetings is association member communication on common issues. These meetings provide information for members and support for the HOA board of directors to use in making the association business decisions at board meetings. The goal is for members to be speakers at the quarterly meetings and observers at board meetings.*
- Margaret then provided the HOA Board of Directors Report
  - Stair painting and repair issues were discussed. Overall the board is dealing with safety issues first before cosmetic work is performed. The stairs were evaluated by multiple contractors to provide estimates and although they found some minor repair is needed, no safety issues were identified. Since the stairs are not critical at this time they will be put on the long term list.
  - The board is in the hiring process for a certified engineer to evaluate the water leak in Unit 21's garage and issue a report on its cause and recommend remediation action. The board narrowed the list to 4 engineering firms and is interviewing them. The mediation agreement requires this as the next step following the mediated repair that failed to fix the problem.
  - Summary of Roof Replacements. Two roofs remain to be replaced (Units 7/8 and 13/14). It is unlikely that these roofs will be replaced this year. Funds are collecting in the reserve account. The reserve fund must cover contain enough to address future unanticipated repairs and replace a roof before the board will use them. Also due to price increases, the Vendors are not able to honor previous estimates so the quotes will be updated as it gets closer to the replacement time.
- Moving forward, the quarterly association members meeting will include an overview of the financials of the association. AmeriTech generally provides the financial information by the middle of each month. Therefore, the date for the quarterly meetings will be adjusted to ensure that the latest financial information is available for the members meetings. AmeriTech will be providing a financial workshop as a separate meeting for the board and association members to develop a better understanding of these reports.
- Dumpster Replacement discussion. Our trash dumpster was recently replaced with a 6 cubic yard unit with a plastic door to residents' access to it easier. The board was able to work with the sanitation company and we now have a savings of approximately \$110 per month from what we paid earlier in the year.

- Gutter Cleaning and Evaluation. All gutters on the property were cleaned and evaluated on May 9th, 2022. They were cleaned by a company out of Tampa at a cost of approximately \$1200. Some issues were identified with some of the gutters not being able to handle the water flow in a heavy rain. One cause was inadequate drip edge (smaller) installed when roofs were replaced.
  - Tree leaves will continue to collect in the gutters and will need periodic cleaning. Residents should notify the board or property manager when gutters are not working properly so they can be evaluated.
- The new landscaping company (Xtrim) began work May 1st. They were coming once a week (usually on Monday or Tuesday) at a cost of \$750 per month. With gas prices increasing and the grass growth slowed over the summer weeks Xtrim and the board agreed they will mow on a bi-weekly schedule. They reduced their fee to \$550 per month.
- The board along with some resident volunteers planted a variety of plants and flowers in the common areas. Mulch was also installed. Feedback has been positive and additional volunteer “planting or clean-up days” will be forthcoming.
- Trees, Tree Roots, and ground erosion issues around the condo complex and around the large trees in the complex. The area in and around Marina Way has large roots exposed and a lot of erosion has occurred over the years. The board is looking for ways to address these issues and have met with several contractors to discuss the situation. Each of these contractors has a variety of different ideas. If any resident has a suggestion or recommendation the board would like to hear about it. They are looking for a cost effective approach.
- Irrigation System. Our irrigation and sprinkler system is now over 20 years old and needs some maintenance and repair. We are working to identify where all the sprinkler heads are located and which ones need adjustment, cleaning, or replacement. In addition some of these may be turned off or removed. This will be an ongoing process and resident feedback is needed to identify any known irrigation issues. Water collection near the driveways of units 1 through 4 was addressed by reducing the watering time cycle. Currently each zone is on for 15 minutes twice a week. Contact the board (Karen Gillum, 260-515-5468 or gillum1@gmail.com) to get irrigation issues on the master list.
- Plumbing and water leaks. Over the past several months we have had 3 water leaks (both internal and external) which affected six units. Key issues are the outside hose spigots and main water shutoff valves. The hose spigots which use PVC (plastic) pipe can easily break and cause water leaks. For the main water shutoff valves we recommend that each resident know where their main valve is located and make sure it is accessible in case of an emergency. The majority of these are buried or covered by dirt or an access box. The board is working to get estimates by plumbers to replace both the hose spigots (where needed) and the main water valves. Some second floor residents will research installing a shut off inside their units.
- Electrical Vehicle Charging – Garages are limited to single phase 120 Volt outlets. Electrical vehicle chargers typically require a 240 V outlet. Charging a hybrid car from 120 Volts takes about 10 hours for a full charge. Each resident should note that they are responsible for the cost of electricity used in their garage.

- Key audit, resident census and vehicle license audit. Kay Lea was able to get the keys that AmeriTech had for each unit. She will visit each unit to confirm that the keys work. The goal is to have these keys located onsite where they can be quickly accessed in case of an emergency. Kay Lea will also audit of who lives in each unit. The purpose of the audit is to allow for emergency contact and access for resident safety and security. Information collected will also be used to create a directory of residents for resident use. Information collected will be published with Bay Pointe Villas resident's and owner's permission only and for Bay Pointe Villas owners, residents and property manager's use only.
- Open forum and new topic discussions
  - A question was raised if we are still in a flood zone based on the new flood maps that the county released. It appears that yes we are still in the same flood zone as we were previously. Also how does this effect the evacuation for us if we need to evacuate?
  - The work that was being performed by the county in the green space near Commodore Drive was discussed. The county had to replace a lot of the large piping that was underground. They also had to address a methane leak.
  - A discussion was held about what is the best way for the residents and the board to share information. This would include things like moving related items, recommended Vendors, etc. Maybe something can be put on the notices board near the dumpster. This would be good since some of the residents don't have or use email. We also could look into using the NextDoor app. Yacht Club Estates, Tera Cay, and Imperial Point all use this for neighborhood info. However, these areas encompasses a lot of people so maybe we can setup a specific section in this app just for Bay Pointe Villas.
- Adjournment at 7:33 PM.

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Jeff Murrill  
Quarterly Meeting Chairman

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Kay Lea Scott  
Board of Directors Secretary