

HOA - Meeting Minutes - March 15th, 2023 - Board

Date/Time: Wednesday, March 15th, 2023 at 6:00 PM ET

Location: Publix Staff Breakroom - 8701 W Hillsborough Ave, Tampa, FL 33615

In Attendance:

- **Board Members:** James Gamble, Rafio Khan, Dana Mininson, Dan Davis
- **Homeowners:** 13
- **Property Manager:** David Drake, Ameri-Tech Community Management

Meeting Convened: 6:05 PM

Agenda with Minutes

- Reading of minutes of the previous meeting.
 - A motion was made to waive the reading of the previous meeting's minutes. The motion was seconded and passed.
 - HOA Training Report
 - Dan Davis, James Gamble, Mike Barbose, and Rafio Khan have taken the required training.
 - Dana Mininson is scheduled for the April 8th class.
 - Property Manager Report (David Drake - Ameri-Tech)
 - January/February finances.
 - There are 21 units with outstanding HOA dues.
 - Stucco
 - David will obtain multiple quotes for the stucco maintenance project. David will present the quotes to the Board next week and they will be added to our agenda at the next membership meeting.
 - Landscaping options for front yards.
 - Notes: James showed the audience and Board members pictures of the plants and shrubs that are recommended for Florida weather and are cheap in price point. The board asked David Drake to have the lawn care company quote the cost of replacing individual plants/shrubs and prices to replace the entire front porch landscape, including labor. We will present the costs at the next board or membership meeting.
 - Plants
 - Crotons - <https://www.costafarms.com/plants/croton>
 - Ti Plants - <https://www.costafarms.com/plants/ti-plant>
 - Schefflera arboricola - <https://www.costafarms.com/plants/schefflera>
 - Shrubs
 - Boxwoods - <https://www.homedepot.com/b/Outdoors-Garden-Center-Outdoor-Plants-Bushes/Boxwood/N-5yc1vZc8r6Z1z1bqld>
 - Pricing Options
 - Lawn/Landscaping Company - David advised that our current lawn care company should be able to provide quotes on a per unit and per building basis. Additionally, if the lawn care company installs the plants, they will warranty them for a set term.
 - Local Grower - We have this option, but would still need to find someone willing to install and care for the plants, if not the current lawn care company.
 - Front and Rear Gates
 - After some discussion, the board will draft a list of pros and cons for the following scenarios. Factors such as maintenance costs, traffic jams, etc will be factored into the list. At the next membership meeting, the list will be presented and a decision made on what the community will do going forward.
 - Removing the gate completely once a security guard is staffed at the first gate.
 - Repairing the gate, disabling the current code, and issuing a new master code.
 - Repairing the gate, disabling the current code, and issuing new codes for each homeowner/renter, and updating the gate directory.
 - Community Yard Sale
 - Dana and Rafio will manage the yard sale planning process. The event will take place in May on a Saturday at the tennis court. The date will be confirmed as soon as possible and presented to the HOA and owners at large via Facebook, a flyer at the mailbox, and the Bayport HOA newsletter (<https://villagesofbayporthoa.com/>).
 - Frontier Internet Access
 - The Board asked David Drake to gather a quote from Frontier to install Internet access at the pool area. The current camera is not functional and was running via Spectrum. Once Internet access is established, the Board plans on researching quotes for upgrading the pool cameras as well as the feasibility of adding additional cameras, one at each gate, and another at the mailboxes.
 - Comment and discussion by parcel owners.
 - New business.
 - James announced the official documents transcription project is moving along and we're nearly done with the process. Next will be a review of said documents so that suggestions for edits can be made.
 - Adjournment.
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Meeting Adjourned: 6:43 PM

Minutes Composed By: James Gamble