The Bay Area Apartment Association Magazine

# BAYLINE

October 2017





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Bayline Magazine is published monthly in the interests of all segments of the apartment industry. Opinions expressed are those of the authors and do not reflect the opinion of the Bay Area Apartment Association unless specifically stated as such. We invite the contribution of articles or information that would be of interest to the multifamily housing industry.

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Dues, contributions or gifts to the Bay Area Apartment Association are not deductible as charitable contributions. For federal tax purposes, however, such dues, contributions or gifts may be deductible under other sections of the Internal Revenue Code. Please consult your tax advisor.



# A CAMT Repair Issue That Surfaced Recently

By Robert Griffiths, BAAA Government Affairs Director

One of BAAA members recently had a problem in Pinellas County. He had purchased and had an A/C company install an entire split system.

After the installation was complete, one of the maintenance techs accidently put a hole in the coil while repairing the drywall around the A/C unit inside.

The resident who lived there was upset and called to report that unauthorized personnel were fixing the A/C unit. The Sheriff's office sent a representative to the property. The property

*JNTH SERVICE • ASK ABOL* 

manager was trying to explain what had happened and was asked where was the license for the maintenance tech that was repairing the unit.

The manager explained they had a registered CAMT on the property with a Certificate, however, the Sheriff's representative threatened to arrest the property manager. Legal Counsel for the property has been consulted. We will update our members on the outcome of the situation.

The Pinellas County Licensing

Board has had issues recently that concluded with the decision that until further notice, the Pinellas Sheriff's Department will investigate complaints from a licensing problem that are reported.

Please use caution when working under the provisions of Florida Statute 489.103 that went into effect on July 1, 2016 which allows a CAMT with a Certificate to perform only the repairs that are detailed in the legislation. You can find a copy of F.S. 489.103 on the BAAA website.

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### HALLOWEEN IDEAS

**Lobby Candy** – If you have a large apartment community, it can be difficult or even impossible for trick-or-treaters to ring your residents' doorbells. Instead of disappointing all those little ones, ask your residents to donate a bag of candy for the lobby and hand out candy on behalf of the entire community.

**Safe Trick-or-Treating** – If you have a lot of children in your apartment community, organize a safe trick-or-treating event for them and their parents. Inform all of your residents of the time and date that the children will come around the community. Encourage them to be extra careful in the parking lot and ask that they leave their outdoor lights on. •



# OPERTY PASSION





# The Art of Innovation

Have you used e-mail today? If so, thank Vint Cerf. In the 1970s, Cerf co-designed the basic protocols for internet communications. One motivation behind his work was frustration communicating with other researchers by voice; Cerf is hard of hearing. Later, in the private sector, he was part of the

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team that developed the first commercial e-mail system.

October is National Disability Employment Awareness Month. The purpose of National Disability Employment Awareness Month (NDEAM) is to educate employers about potential disability employment opportunities and celebrate the many and varied contributions of America's workers with disabilities.

We see how inclusion drives innovation time and time again through advancements developed by and for people with disabilities that have widespread applicability. Some of the most common examples are things like curb cuts, automatic doors, and voice recognition software that are now common in our daily lives but got their start from innovating for people with disabilities.

Individuals with disabilities are a huge part of the American workforce, not only this month, but every month. With more than 6 million jobs available across the country, this is the time for employers to realize the potential of the more than 500,000 Americans with disabilities who are looking for jobs right now.

Employers of all sizes and in all industries are encouraged to participate in NDEAM. Old stereotypes of workers with disabilities are no longer relevant. Enhancements in technology and communications have opened many doors that in the past hindered a qualified worker with a disability from qualifying for good jobs. The multi-family industry continues to play an active role in fostering a more inclusive workforce, one where every person is recognized for his or her abilities — every day of every month.

Excerpted with thanks from www.dol.gov/ndeam. •



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### How May We Help You?

At House of Floors we believe "We are better because we care!" Unlike our competitors, House of Floors is the only non-national flooring company that can service the entire state of Florida. Our success can be directly attributed to the way we do business. We offer the highest level of Customer Service, Coverage Area, and Turnaround Time, Quality, Competitive Pricing, and Environmental Responsibility.

#### Service

Does the company you are currently using, offer online, fax, phone and email ordering? Does your flooring company offer you online reporting capabilities that allow you to manage all of your ordering history?

House of Floors appreciates how important your time is; therefore we strive to make every interaction with us as seamless as possible. We give every customer the ability to order in the way that is most convenient to them. Online ordering, over the phone, email, or via fax, we will take your order accurately and professionally no matter the modality you choose. We also understand the importance of "ease of doing business." Your time is important to us. That is why

reporting tools to assist your company in controlling costs through our web based application.

ready and waiting with a fully stocked warehouse an showroom to provide you with

Do you ever come across a situation where a renter didn't care for their flooring like they should have and it did not last its typical lifespan?

Have you ever had to determine what the prorated amount would be? Do you ever just need information about what was done and when? We have you covered! With a few simple clicks, you can access your Order History, Invoice History, Budget and Analysis tools, which can help you, control your capital expenditures.

# Coverage Area & Turnaround Time

Do you have multiple properties across the state of Florida? Are they all serviced without additional trip charges or fees?

With 8 locations across the state of Florida, we can service your property with Guaranteed Next Day Installations from the panhandle, to sunny Miami and every area in-between.

Can the company you are currently using offer you same day and next day service?

stocked warehouse and showroom to provide you with the best in quality and service according to your demanding schedule and always at the same competitive price.

### Quality

Does your carpet company provide you with licensed and insured, uniformed installers?

With over 350 professional installers in Florida, we know how to guarantee the highest quality of work and materials. Our installers are prompt, efficient and highly skilled in flooring installations. From the moment a House of Floors uniformed installer arrives on your property, you can be assured that they will conduct themselves professionally and with as little disruption as possible to your property's residents and to your staff. Best of all, you can rely on the quality of our work. Our installers are fully licensed and bonded. Do you know if the company that you currently use can promise that?

# Do they have a quality assurance program, to ensure consistent quality work, every time?

House of Floors has a quality assurance program to ensure our installations and materials always meet or exceed our quality assurance standards. Our installers are consistently graded on every aspect of their work, from the appearance, to timeliness and quality of installation. If you choose House of Floors, you can rely on the work to be completed on time, with the highest quality materials. House of Floors will not cut corners at the expense of your company or your residents - every time, quaranteed!

#### Peace of Mind

Do they provide lifetime installation warranties for the life of the carpet?

If not, why are you still using them? House of Floors will change the way you handle your flooring needs! As repairs arise not related to normal "wear and tear," all you need to do is contact us and we will take care of it, free of charge, for as long as you continue to do business with our company! How much money could that add to your bottom line?

### **Competitive Pricing**

NARAUS

Does your flooring company offer competitive statewide pricing across every property?

Every proposal and installation is accompanied with 1/4" scale seaming diagrams. These plans are drawn to provide you with consistent yardage and cost savings. For companies with multiple locations, House of Floors is also proud to offer volume pricing in the event your property is undergoing a rehab or capital improvement upgrades.

# Environmental

Responsibility

Is your current company environmentally responsible? Are you aware your environmental impact?

It is up to all of us to ensure we minimize our environmental impact as much as possible, so this planet can be left for future generations to enjoy as we have. We are doing our part with an industry changing initiative to provide "cradle to cradle" solutions for your flooring needs. We provide materials that are environmentally friendly and will never enter a Florida landfill. Our exclusive "Eco" line of carpet provides your company with a way to control your company's environmental footprint. To learn more about our "cradle to cradle" philosophy look us up online at www.houseoffloors.com

# Don't wait, contact us today!

We at House of Floors only know how to conduct business one way and it starts with honesty. We can appreciate competition in our industry, and understand that you have a choice in which company you decide to use, so whether you are looking for the best service, coverage area, turnaround time, quality, competitive pricing or the most environmentally friendly company, you will find everything you're looking for with House of Floors!





# MAINTENANCE MATTERS



# Ten Reasons Why We Love our Maintenance Team

When you work in maintenance, you rely on a broad array of skills to get the job done. Maintenance teams know how to get the job done,

Here are ten reasons that inspire us to love our maintenance team.

- 1. Maintenance technicians know how to prioritize. Maintenance workers juggle lots of information, but they know when to put the important stuff first.
- 2. Maintenance technicians routinely make decisions about repairing or replacing assets. That knack for decision making comes in handy whenever you are faced with important choices especially when you need to fix it – Now.
- 3. Maintenance technicians know the importance of scheduling. They know how important scheduled events are to the "whole team" including front office.
- Maintenance technicians are used to being the "go to" person. In the workplace, the maintenance workers are the ones you can count on when you need them, they show up with their tool belt in hand.
- 5. Maintenance technicians know the importance of preventive maintenance. They know they know that little things often become big problems? No one understands better than the maintenance team why an ounce of prevention is worth a pound

- of cure. Preventive maintenance is the best way to thwart equipment breakdowns, and the same holds true for maintaining relationships with your residents.
- Maintenance technicians understand the importance of reliability. Looking for someone who does what they say and says what they mean? Maintenance technicians prefer things-and people—they can count on. What you see is what you get. They don't have time for anything else.
- 7. Maintenance technicians know quality when they see it. The maintenance team knows shoddy workmanship or defective materials are simply more of a headache than they are worth.
- 8. Maintenance technicians are quick to respond. Prompt response time is a key part of the maintenance department's job.

- 9. Maintenance technicians know how to approach a problem from a different perspective. Resident complaints often stem from different viewpoints, yours, theirs and maybe the supplier or front office. Troubleshooting repairs requires seeing a problem from multiple angles and working to find solutions that satisfy all parties. Maintenance techs can use their customer service skills to ease hurt feelings and restore the residents faith in the community.
- **10.** Maintenance technicians save their company thousands of dollars every year. That one speaks for its self.

We love our maintenance team because they make everyday a good day and they always have our "back."





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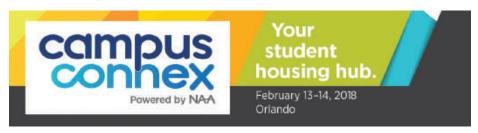
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# Good Things Happen When the Old Becomes the New!

In an effort to capture and share the excitement of three of the National Apartment Association's signature annual events NAA has renamed them to reflect the energy and "AI" (Apartment Intelligence) that these events produce. Check out the details below for information about these updated, upgraded events and add them to your 2018 schedule of events.



### NEW NAME. NEW LOCATION. NEW IDEAS.

The NAA Student Housing Conference & Exposition has been renamed as CampusConnex. It's the same conference that you've come to expect from NAA, but with a new name. Join us in Orlando for all things student housing with more than 800 industry professionals all looking to take their student housing game to the next level. The event features keynote speakers, breakout sessions, industry panels and over 100 exhibitors making it a must attend event for all student housing professionals. Registration is now open!



### NEW NAME. NEW SCHEDULE. NEW VENUE.

The NAA Capitol Conference has been renamed as Advocate! Additionally, the Conference will have a new schedule as well as a new venue, Grand Hyatt Washington.

The schedule will be reversed: A briefing on the issues for the industry's largest advocacy event will be on Tuesday, March 13 and Lobby Day meetings with members of Congress will follow on Wednesday, March 14. Committee meetings will begin on Thursday, March 15 and end on Friday, March 16. During this time, all NAA and NAAEI Boards, committees and task forces will meet to discuss new and upcoming plans.

We look forward to working with you to continue your advocacy efforts throughout the year through In District Meetings, Congressional Property Tours, Site Visits, Legislative Action Alerts and NAAPAC events. Together we will strengthen the apartment housing industry and secure a favorable legislative climate for all members of our industry. Registration will open in early November.

### NEW NAME. NEW LOCATION. SAME CONFERENCE.

The NAA Education Conference & Exposition has been renamed as Apartmentalize! It's the same Conference that you've come to expect from NAA, but with a new name. Join us to Apartmentalize in sunny San Di-



ego, which means taking your career, your company and the experience your residents receive to the next level. Achieve greater success in all three areas by joining us in San Diego to attend the apartment housing industry's premier event. Registration will open in mid to late October. Be at the center of it all!

You can also find this information on-line at www.baaahq.org/news.



Founded in Tampa's historic Ybor City in 1963, Lifestyle Flooring has been serving the Florida apartment and homebuilding industry for 50 years. Lifestyle Flooring currently offers quality flooring solutions and exceptional custom service from locations throughout Florida, including our newest offices in Tallahassee & Ft. Myers.

We are proud to announce that we have recently changed our name from Lifestyle Carpets, Inc to Lifestyle Flooring, Inc. We have introduced a new logo and plan to unveil a new website in the coming months. The name change reflects the expansion of our business activities which include product lines beyond traditional carpets.

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# National Cyber Security Awareness Month

Personal information is valuable to your business, but it's also something your residents value. Nearly 75 percent of Americans feel it is "extremely" or "very" important that companies have "easy-to-understand, accessible information about what personal data is collected about them, how it is used and with whom it is shared. Consider taking the following actions to create a culture of respecting privacy, safeguarding data and enabling trust in your organization.

### If You Collect It, Protect it...

Follow reasonable security measures to protect individuals' personal information from inappropriate and unauthorized access.

# Be Open and Honest about How You Collect, Use and Share Personal Information...

Clearly communicate your data use practices and any features or settings you offer to residents to manage their privacy.

# Share Your Privacy Policy to Educate Residents about Privacy Practices...

Communicate clearly and often what privacy means to your organization and the steps you take to maintain consumer privacy and security.

# Create a Culture of Privacy in Your Organization...

Educate employees about their role in privacy, security, respecting and protecting the personal information of co-workers and residents.

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# Do Your Due Diligence and Monitor Third Party Suppliers and Vendors...

You are also responsible for how they use and collect personal information.

Recognizing and Fighting Cybercrime... Everyone needs to remain diligent and careful to avoid falling victim to one of the many forms of cybercrime, including: identity theft, financial fraud, stalking, online bullying or hacking. In 2014, over 17 million people were victims of identity theft, with an average loss per theft of \$3,931.

# The Department of Homeland Security Recommends These Simple Tips for Battling Cybercrime...

Keep a clean machine. Regularly update the security software, web browser and operating system on your computers and mobile devices. Protect against data loss by backing up your files and keeping them safe on a physical storage or remote storage platform.

When in doubt, throw it out. Stop and think before opening attachments or clicking links in emails. Do not open an email if it looks suspicious. Use stronger authentication. Opt to enable stronger authentication when available. A stronger authentication helps verify a user has authorized access to an online account.

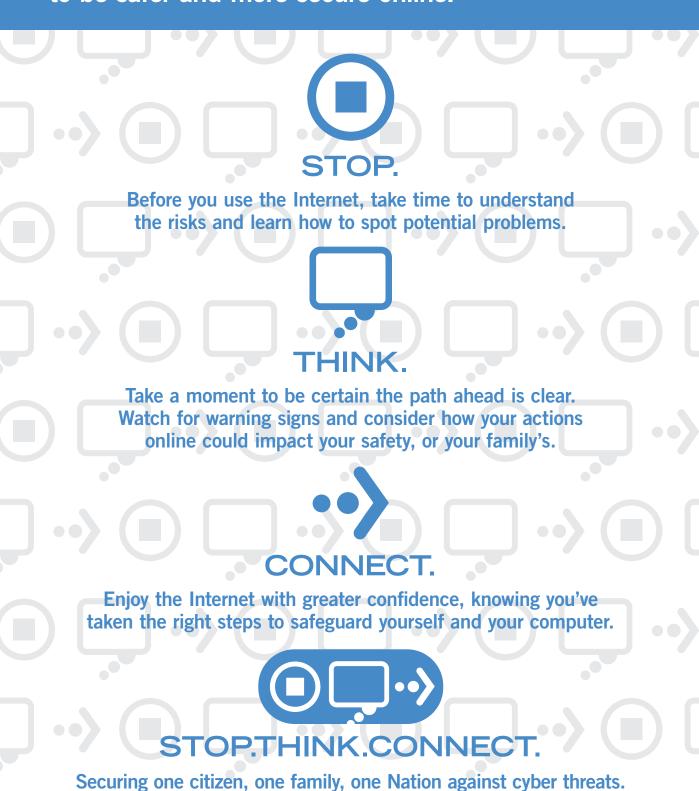
Excerpted with thanks from www.staysafeonline.org and www.floridaconsumerhelp.com •

Cyber Security affects almost every aspect of daily life, and the month of October is designated as National Cyber Security Awareness Month.. It is a time for Internet users to reflect on the safety measures they already have in place and find new ways to improve them.

The recent Equifax Cyber attack has once again pointed out the need to be aware of the danger of having your accounts and records stolen.

The theme this year is STOP. THINK. CONNECT. This campaign is based on simple, actionable advice that anyone can follow.

Stop.Think.Connect.™ is a national public awareness campaign aimed at increasing the understanding of cyber threats and empowering the American public to be safer and more secure online.





# October is National Pizza Month... So What's for Dinner Tonight?

Whether it is thin crust, Chicago style, deep dish or anything in between, pizza is an American favorite. Want to reward your hard working co-workers? Treat your crew to a Pizza lunch! Make move-in day a life saver for new residents by giving them a pizza gift certificate for that first night.

This observance began in Octo-

ber 1984, and was created by Gerry Durnell, the publisher of Pizza Today magazine. During the month, some pizzerias give away free pizzas or pizza slices to customers or offer reduced price promotions.

Pizza is a mainstay for the apartment industry. Countless pot luck get together's are anchored by the willing participation of residents, leasing staff, vendors, suppliers and the maintenance/ support team over a variety of pizza slices with ice cream and chocolate chip cookies.

Everyone has an 'app' for their favorite pizza source and today's health conscious pizza fans can choose from gluten free, black bean and a selection of crusts to make your pizza as tasty as you want it.

Some say that Roman soldiers created the first pizza when they added cheese and olive oil to Matzah bread. But one thing is known for certain, pizza as we know it today came into being as a result of the discovery of the tomato in the Americas, and its return to Europe in the 16th century.

Until the 1830's it was almost exclusively sold from open air stands and out of pizza bakeries, a tradition which is largely followed even today. Have you ever wondered why the tomato sauce is called marinara? Because it was created by "La Marinara" the mariner's wife, to serve to her seafaring husband.

Who needs encouragement to celebrate this month? Well, if you're wanting to truly honor the pizza, then it's time to try some new toppings on your pizza and experience the full range of what the pizza can be! Go out, try something new, and enjoy pizza!

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### PIZZA TRIVIA... DID YOU KNOW?

- Pepperoni is the most popular pizza at 36% of all pies ordered.
- Over 3 billion pizzas are sold in the USA each year. Add another 1 billion on frozen pizzas
- 17% of all US Restaurants are pizzerias.
- Americans consume on average 23 pounds of pizza per person each year.
- Pizza is a \$30 billion industry in the United States.

- 93% of Americans eat pizza at least once a month.
- Women are twice as likely to order vegetable toppings on their pizza and are considered better tippers.
- 36% of people consider pizza the perfect breakfast.
- Mozzarella cheese accounts for nearly 80% of Italian cheese production in the United States.
- On Super Bowl Sunday, pizza delivery drivers can expect \$2 tips to soar as high as \$20.
- Super Bowl Sunday is the busiest day of the year for pizza. 1.3

- billion+ wings will be eaten on game day.
- 51.7 million cases of beer will be consumed during Super Bowl.

Don't forget your local law enforcement officers and firefighters in your area when you have extra pizza to share and giving a homeless person a meal can make a real difference for them.

Excerpted in part with thanks from www.nationaldaycalendar.com and pizza.com.



# **Observing Fire Prevention Month**

By Mary Beth Adomaitis



October has been designated as National Fire Prevention Month — a time when public service departments across America join forces to spread the word about fire safety. Each year, the campaign focuses on a different aspect of safety, from preventing forest fires to planning an escape route during a blaze. While the campaign lasts the entire month, most police and fire departments designate the second week of October as Fire Prevention Week, during which demonstrations and expos are held in different U.S. cities.

Sponsored by the National Fire Protection Association (NFPA), Fire Prevention Month has roots that date back to The Great Chicago Fire of 1871 that killed more than 250 people and left more than 100,000 homeless. The fire, which was reportedly started in a barn, also burned more than 2,000 acres and destroyed about 17,400 structures. The three-day fire, which started October 8, did most of its damage on October 9, 1871, which is why Fire Prevention Week is always held around that date. The first National Fire Prevention Day was declared by President Woodrow Wilson in 1922, and the week-long observance is the longest running public safety and health campaign on record.

In 2000, the NFPA extended Fire Prevention Week to include the entire month of October, and entities such as public libraries, schools and utility com-



panies joined in to spread the word not only about fire safety and prevention, but overall personal safety.

#### FIRE PREVENTION THEMES

Each year, a nationwide theme is chosen and localities gear their campaigns toward it. Some of them include:

- Practice Your Escape Plan
- Home Cooking Fires: Watch What You Heat!
- Use Candles with Care: When You Go Out Blow Out!
- Test Your Smoke Alarms
- When Fire Strikes, Get Out!
- Cover the Bases and
- Strike Out Fire
- Fire Drills The Great Escape

# FIRE PREVENTION ACTIVITIES AND IDEAS

The goal of Fire Prevention Week, and its corresponding month, is to make the public more aware of how fires start, how to prevent them and how to be protected during blazes. However, fire prevention has gone beyond not playing with matches. Today, children and adults can educate themselves about the dangers associated not only with fires, but with natural disasters and household hazards as well. Many public service departments set up fairs in local store parking lots or parks during October and hold various safety demonstrations including:

- How to prevent a forest or brush fire
- Water conservation
- The ins and outs of a fire truck
- How a medical helicopter works
- How a police canine does its job
- What firefighters and other rescue workers wear during emergencies

Excepted with thanks from ILoveToKnow, http://safety.lovetoknow.com/Fire\_Prevention\_Month. •



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# Fair Housing from A to Z By Nadeen Green

We are taking the alphabet, letter by letter, so perhaps you can do things a little bit better! To make your community open to all, and not take an unexpected fair housing fall! And, because Fair Housing covers a lot, we've created a resource to print out on the spot!

A is for Animals, and you can say no to my dog, cat, or birdie, unless I can show that this critter is truly needed by me to manage better with my disability. Then dog, cat or birdie is not a pet, so accepting my assistance animal is a wise bet.

**B** is for Boa, as in the large snake, so that you understand that you might have to take, this reptile, or the monkey or even the horse (the latter is a miniature one, of course), because these can be assistance animals, too. And when appropriate they move in with you.

C is for Children, they will live with you, unless your residents are older – 55 to 62. Be careful how you restrict them with your community rules, since perhaps except for your gyms, your spas and your pools, your policies should reflect the behaviors you desire, from both the young and those with ages much higher.

**D** is for Damages, and oh, what the cost, if yours is the legal position that's lost. From punitive damages to penalties civil, the amount you might pay could make you snivel. Communities have lost millions in some of their cases, where fair housing violations have been the basis.

**E** is for Everyone, the message twopronged, all of us have protection when rights are wronged. We each qualify, in some way, for equal opportunity, but keep in mind, in our business, we each have liability. Sales, management, leasing or maintenance, our level of employment is no legal defense.

**F** is for Fair Housing Poster, to let residents see your commitment to equal housing opportunity. The law says the poster must be in view to those who have come to seek housing with you. At least 11" x 14" is the size it must be, and displayed where it is easy to see.

**G** is for Gender, which simply means "sex" when we are looking at the fair housing context. Our sleeping arrangements are not yours to ponder, so don't even hint that in fact you may wonder which bedrooms will house me, or my daughter or son, because this is how fair housing cases are won.

 $oldsymbol{\mathsf{H}}$  is for Hailstorm, when I want to see what it is that you have to offer to me. Do you take me to tour in the storm at its height, or how about when gloom turns into night? Think out your plan now, and put it in writing, so cases based on tours are not ones you are fighting.

I is for Insurance, which you may have or not. Often communities don't know what they've got. Don't assume you have coverage for that or for this, it can be costly if it's fair housing coverage you miss. Talk with your agent, read your policy through. What it doesn't provide or cover may surprise you.

is for Jargon, all industries have it, expressions we use from force of habit. Depending on viewpoints, there are those who say, if you use certain words, you might have to pay. So look out for "adult" - "traditional" - and "active" and beware as well "mature" and "exclusive." K is for King, as in Doctor and Reverend, whose civil rights fight was abruptly ended. Then Congress decided in response to enact, for the first time ever, the Fair Housing Act. Out of sadness and tragedy our country would see a commitment to equal housing opportunity.

L is for Logo, the house with the roof, and words of commitment that are the proof: "Equal Housing Opportunity" is available here, and to no other place, you will we steer. Use it on ads, signs, leases and such, a little logo whose message means much.

M is for Mothers-in-law, those bedrooms Master, and you need to know that it's not a disaster to say Merry Christmas at that time of year, so no fair housing action need you to fear. HUD has said these words are OK, as long as all else is done the fair housing way.

N is for National Origin, which tells us it matters not whether Spain, Haiti or Belarus is from where someone or their family came, because no matter the country, you'll treat them the same as you treat all others who knock on your door, because this is one of the protected classes EHO is for.

O is for Occupancy Standards, the number of how many people can live and can slumber in housing that's owned or managed by you; generally for each bedroom the number is two. But it could be more, which you may not realize, depending on law changes, or the dwelling's overall size.

**P** is for Parking, a significant issue when those with disabilities approach you needing a particular designated spot somewhere in the community's parking lot. Reasonable accommodation is what you may often owe, requiring that you assign parking and violators tow.

Q is for Quiet, and yes, that can be a condition imposed at your community. But remember this standard is for everyone, the adults, the children, the vow-silenced nun. Noise is the issue, and all must you scold, not just the young ones, but those who are old.

**R** is for Reasonable Accommodation that's often due, whenever the applicant or resident needs it from you. It must of course be reasonable and disability related, though the disability does not need to ever be stated. So ask "Is what you are asking based on a disability?" Then address the issue with a well-thought out policy.

**S** is for Steering, when you send them away, or limit the housing at which they may stay. Playgrounds or ponds, tennis courts or stairs, it matters not for families or those in wheelchairs. Any available housing your prospects may choose; limit their options, the lawsuit you'll lose.

**T** is for Testers, they have standing to sue your company, your manager, and yes, even you. And while no law requires your consistency, it's certainly a great operating policy. Email, text, phone or in-person communication, all people should get the very same information.

**U** is for Unjust, and it's important to this poet to point out that everyone should know it – it's not just about law or about what it can cost, and it's not just about the opportunity that's lost. It's about destroying someone's personal dignity by denying simple equal housing opportunity.

V is for Voice, and now people do sue based on the concept that it's easy for you to know their race, particularly white or black, even though a visual meeting you lack. So promptly return phone messages, and invite those who call, so you don't take a linguistic profiling fall.

W is for White Only Advertising, a major sin when you select only blonde Barbie® to appear in your ads, so that those of color and those with wheel-chairs or kids believe that you will turn down their housing bids. The majority and minority groups you must use, if human models to market is the technique you choose.

**X** is for Xenophobia, "the dislike, mistrust or fear of foreigners or that which is strange" to us here. And while you may to such a phobia cling, to act upon it is not a wise thing. So get used to diversity, in our lives it's a fact, and much is protected under the Fair Housing Act.

**Y** is for Yarmulke, worn by the observant Jew, a religious symbol likely recognized by you. In decorating and advertising please stay away from using any symbols that clearly show or say that the message is intended in a religious way. (But Santa and the Easter Bunny are actually OK!)

**Z** is for ZIP Code, it's where people live, and there is information about them that zip codes give. Perhaps their ethnicity or race or income is known by where they now make their home. So target market by zip only if you can show a good business reason for where your promotions go.

See page 20 for a print out to hang in your office so that you can always know Fair Housing from A to Z!



Nadeen Green recently retired after 20+ years as the senior legal counsel for For Rent Media Solutions. She has been an attorney since 1979 and has taught Fair Housing law to the multi family housing industry for decades, presenting more than 1,150 programs to management companies and apartment associations nationwide, including the National Apartment Association, IREM and AIM. Her reader friendly articles and guest blogs have appeared regularly in publications and on industry web-sites where she is fondly known as "The Fair Housing Lady."

BAAA was fortunate enough to have Nadeen conduct one of the first Fair Housing seminars when the Amendments to the Act were enacted in 1989. Her candid and friendly approach to reach out to our members helped bridge the uncertainty and confusion that everyone in the audience was experiencing. The addition of two new protected classes created major concerns about the potential economic impact of changing from 'Adult Only' to 'Kid Friendly' properties.

Over the years, Nadeen has written three children's books including one that tells the story of a child with a mobility disability. Now, happily retired, Nadeen and her husband Ned live in Atlanta, Georgia.

A Simple Guide to Understanding Fair Housing Laws

# Assistance Animals

to manage a disability. require animal assistance Consider residents who

animals may also be assistance animals. Reptiles and other

with children. placed on residents Be mindful of restrictions

# Damages

for fair housing violations. pay from punitive damages to civil penalties The amount you might

# Everyone

qualify, in some way, face liabilities. for equal opportunity or rights are wronged and Has protection when

least 11x14 in size. must be in view and at Fair Housing Poster

is a protected class so no need to ask about



sleeping arrangements

put it in writing. ensuring you plan your

# Hailstorm

building tours wisely and As in avoiding one by

# Insurance

coverage. you have fair housing thoroughly to ensure Read your policy

# Jargon

and what you can and terms and expressions cannot say. Understand industry



# Steering

to housing types or their lifestyle. Do not limit renters community based on deter them from your

all residents must abide Set the standard that

Establish policies based

Accommodation Reasonable

on requests from

your community. by quiet time rules at

additional assistance

residents who may need

related to a disability.

Quiet

Act, also known as Title inspired the Fair Housing

VIII of the Civil Rights Ac

as in Dr. Martin Luther

King whose civil rights

fight for equal housing

signs, leases to prove

your commitment.

Use the Equal Housing

HUD says that it's okay to

Merry Christmas

violating fair housing rules use these words without

the same.

from where they came, No matter the country National Origin

dictates the number of

Be versed in the law that Occupancy Standards

residents allowed per unit

based on size.

you must treat all renters

Opportunity logo on ads,

# esters

looking to sue based on Be mindful of those nconsistent information

rom you.

Voice

is treated with dignity Ensuring that everyone housing opportunity. and respect under equa

> screen calls based on messages and do not Promptly return all

perceived race.

# Parking

towing for violators. on disabilities and enforce designated spots based Recognize the need for



ZIP Code

by ZIP code must be business reasons. supported by solid Targeting your marketing

of all walks of life. advertising to be inclusive Show diversity in your

of foreigners is not

tolerated under the Fair

A reminder that this fear

Worn by the observant

Yarmulke

Xenophobia

Housing Act.

symbols in advertising.

we cannot use religious Jew and a reminder that White Only Advertising

# ForRent.com



# CAMP FAA

2017 FLORIDA APARTMENT ASSOCIATION ANNUAL CONFERENCE & TRADE SHOW

OCTOBER 11-13, 2017 ◆ DISNEY'S CONTEMPORARY RESORT, LAKE BUENA VISTA















21 • October 2017 • Bayline













22 • October 2017 • Bayline















23 • October 2017 • Bayline

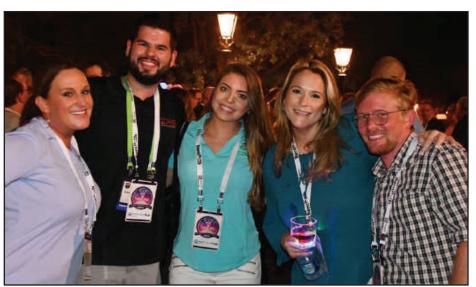














24 • October 2017 • Bayline











25 • October 2017 • Bayline



FRIDAY, JANUARY 12, 2018 6:30pm to 12:00am

BRYAN GLAZER JCC
522 NORTH HOWARD AVENUE | TAMPA, FLORIDA 33607

\$100.00 per person



The Gold Medallion Awards program recognizes the "Best of the Best" in the multi-family housing industry.

The event begins with professional networking and reception followed by the presentation of awards in multiple categories.

The evening ends with an After Party featuring a one hour open bar and music.

Visit www.theGMAs.com to register.

# **BAY AREA APARTMENT ASSOCIATION**



# FRIDAY, JANUARY 12, 2018

# **SPONSORSHIP OPPORTUNITIES**

Sponsors will be acknowledged in print, in e-mails, on the website, at the event and through our social media sites!



# **Sponsorship Levels:**

| Description  | DIAMOND<br>\$2,500       | PLATINUM<br>\$2,000       | GOLD<br>\$1,500               | SILVER<br>\$1,000 | BRONZE<br>\$750 |
|--|--------------------------|---------------------------|-------------------------------|-------------------|-----------------|
| Logo on all marketing material including pre-event information, mail, e-mail, flyers, social media, etc. | Large                    | Medium                    | Small                         | Small             | Small           |
| Complimentary Tickets to Event   | 6                        | 5                         | 4                             | 2                 | 2               |
| Video Loop - Logo Only<br>at Entrance to Event Hall  | Single<br>Sponsor Slide  | Single<br>Sponsor Slide   | Shared<br>Sponsor Slide       | n/a               | n/a             |
| Award Presentation of your choice  | Yes                      | n/a                       | n/a                           | n/a               | n/a             |
| Award and PowerPoint Program Recognition   | With Logo                | With Logo                 | With Logo                     | With Logo         | With Logo       |
| Ad in Event Program  | Full Page<br>(4.5 x 7.5) | Half Page<br>(4.5 x 3.75) | Quarter Page<br>(2.25 x 3.75) | n/a               | n/a             |

Visit www.theGMAs.com to become a sponsor.

# **Presented By**





**Presenting Sponsor** 



**Sponsored By** 















February 15, 2018

5:30-9:00pm

Tampa Letter Carriers Hall 3003 West Cypress Street • Tampa, FL 33609

# Are you the fastest? Here's your chance to prove it!

Come and compete in maintenance-focused challenges, you could earn the title of Maintenance Mania® National Champion. Build a race car from maintenance products ahead of the event to race it down a 32' long track. You are sure to have a darn good time at one or all of the games.

- AO Smith
- Water Heater Installation
- Carrier Smart Comfort Air Conditioner Repair
- Fluidmaster Duo Flush Toilet Conversion
- Frigidaire Icemaker Installation
- Kidde Fire & Carbon Monoxide Safety Installation
- Kwikset Key Control Deadbolt Test
- Seasons Ceiling Fan Installation
- Race Car Competition

You must compete in all challenges, plus enter a car in the race car competition to be able to qualify for a spot in the National Championship.

#### **Event Schedule:**

- Car check-in opens: 5:00 p.m.
- Registration for Guests: 5:30 p.m.
- Practice time: 5:30 6:00 p.m. Check out all the games!
- Competition begins: 6:15 p.m.
- Buffet 7:30 p.m.
- Awards Presentation at end of competition

**Cost:** \$45 Members, \$55 Non-members, Free for Competitors (Competitors must complete at least 4 of the 8 games to qualify for free admission and dinner)

To receive Competitor's Registration Packet, visit
BAAAHQ.org/maintenance-mania or email Andrew@BAAAHQ.org.
Registration date for participants to complete all forms is 2/8/18.
Participants MUST be a member of BAAA in good standing in order to compete. To join BAAA, please call 813-882-0222.



# **BAAA Event Information**

# **DATE:**

Thursday, February 15, 2018

# **PLACE:**

Tampa Letter Carriers Hall, 3003 West Cypress Street, Tampa, FL 33607

# TIME:

5:30pm Registration, 6:15pm Competition Begins, 7:30pm Buffet

# **COST:**

\$45 Members, \$55 Non-Members, Free for Competitors

# **RESERVE AT BAAAHQ.ORG**

No shows and non-cancelled reservations will be billed.

# **Sponsorship Opportunities**

| Platinum Sponsor<br>\$1,000.00 | <ul> <li>Acknowledgment on all printed material relevant to the event</li> <li>Four free admissions to Maintenance Mania Event</li> <li>Sponsorship signage at the event on banner</li> <li>Recognition from the podium during the event</li> <li>Assist with awarding prizes and first choice on judging stations</li> </ul> |
|--------------------------------|---|
| Gold Sponsor<br>\$800.00       | <ul> <li>Acknowledgment on all printed material relevant to the event</li> <li>Two free admissions to Maintenance Mania Event</li> <li>Sponsorship signage at the event</li> <li>Recognition from the podium during the event</li> <li>Assist with judging</li> </ul>   |
| Silver Sponsor<br>\$600.00     | <ul> <li>Acknowledgment on all printed material relevant to the event</li> <li>One free admission to Maintenance Mania Event</li> <li>Sponsorship signage at the event</li> <li>Recognition from the podium during the event</li> <li>Assist with judging</li> </ul>  |
| Bronze Sponsor<br>\$400.00     | <ul> <li>Acknowledgment on all printed material relevant to the event</li> <li>Sponsorship signage at the event</li> </ul>  |

# **EDUCATION & EVENTS**

# OCTOBER 11, 12 & 13 FAA ANNUAL CONFERENCE & TRADE SHOW CAMP FAA

Disney's Contemporary Resort 4600 World Drive Orlando, FL 32821 For More Information: Ralph Robinson at ralph@faahq.org

# OCTOBER 17, 18 & 19 CAMT COURSE

See description online Remaining classes resume on November 14 & 15

# OCTOBER 19 BOARD OF DIRECTORS MEETING

4:30 to 5:45pm Brio Tuscan Grille (International Plaza/Bay Street) 2223 N. Westshore Blvd. Tampa, FL 33607

All Members are welcome to attend our Board of Directors Meeting. To ensure adequate seating, reservations are mandatory for this meeting. If you plan on attending, please register.

# OCTOBER 19 MEMBERSHIP MEETING: NETWORKING RECEPTION WITH THE BOARD OF DIRECTORS

6:00 to 9:00pm Brio Tuscan Grille (International Plaza/Bay Street) 2223 N. Westshore Blvd. Tampa, FL 33607

# OCTOBER 23 SUPPLIER SUCCESS COURSE

(for Associate Members Only) 8:30am to 3:00pm Location TBD \$79.00 Members \$109.00 Non-Members (Lunch Provided)

The Supplier Success course is designed to offer an overview of the apartment industry and recommends ways that suppliers can maximize partnerships with apartment owners, apartment management companies and apartment association members. It was written by successful apartment industry suppliers with years of professional experience.

This course is a pre-requisite for NAA's CAS Credential and is also suggested for "new" and "experienced" multi-family suppliers!

# OCTOBER 24 MORNING MOTIVATORS

How to be a
TOBACCO-FREE Community
Tips & Resources
Presented by:
Tobacco Free Hernando
9:00 to 10:30am
Hibiscus Springs
3454 Suncoast Villa Way
Spring Hill, FL 34609

# OCTOBER 27 MAINTENANCE APPRECIATION NIGHT

6:00 to 11:00pm
Beach Bar Tampa
7700 West Courtney
Campbell Causeway
Tampa, FL 33607
Includes:
Food & Beverages,
Maintenance Mania Kick-Off,
Corn Hole Contest and DJ

The Annual Maintenance Appreciation Night and Kick-Off for the 2018 Maintenance Mania Competition is a fun event for your entire maintenance team celebrating their hard work and dedication!



# NOVEMBER 6 - 10 NAA ASSEMBLY OF DELEGATES

9:00am to 5:00pm Ft. Worth, Texas

The Assembly of Delegates (AOD) is NAA's largest business meeting of the year, where all NAA and NAAEI Boards, Committees and Task Forces meet and the new incoming volunteer leadership is installed.

# NOVEMBER 9 YOUNG PROFESSIONALS CONNECT EVENT

6:00 to 10:00pm Location TBD

### NOVEMBER 14 & 15 CAMT COURSE

See description online

Last of series

# NOVEMBER 16 WE DON'T SPEAK THE SAME LANGUAGE SEMINAR WITH JACKIE RAMSTEDT

8:30am to 12:00pm Marriott Hotel Westshore 1001 North Westshore Boulevard Tampa, FL 33607 \$59.00 Members \$79.00 Non-Members

Communication Skills for Management and Maintenance - There is an underlying current of unrest and disconnect on our apartment communities today that continues to grow year after year.

A better description of this issue might be that we don't speak the same "language" between the management and maintenance sides of the on-site operations and in some cases, between onsite and corporate!

- Why Are We So Different?
- Why Are We Always Disagreeing?

- 7 Deadly Sins of the Service Industry
- What Makes OUR Residents So Unbearable and Needy?
- Are You Providing Your Residents Top Quality Service?
- Building A Positive Relationship -Personality Differences
- Resolving Team Conflict and Overcoming Daily Roadblocks
- Solving Our Challenges Scenario Role Playing
- Internal Customers VS. External Customers: Difference Perspectives
- Incentive Ways to Reward Your Team for Better Performance

# NOVEMBER 16 BOARD OF DIRECTORS MEETING

4:30 to 5:45pm Marriott Hotel Westshore 1001 North Westshore Boulevard Tampa, FL 33607

All Members are welcome to attend our Board of Directors Meeting. To ensure adequate seating, reservations are mandatory for this meeting. If you plan on attending, please register

# NOVEMBER 16 DINNER MEETING MAKING IT FUN TO GO TO WORK AGAIN! WITH GUEST SPEAKER: JACKIE RAMSTEDT

6:00pm to 6:45pm - Networking 6:45pm to 7:30pm - Dinner 7:30pm to 8:30pm - Speaker Marriott Hotel Westshore 1001 North Westshore Boulevard Tampa, FL 33607 \$45 Early/\$55 Late Member \$55 Early/\$65 Late Non-Member

Jackie Ramstedt is a nationally renowned, requested repeat Motivational Keynote Speaker, National Trainer, Consultant, and Performance Coach who has more than 30 years experience

# 1 1 1 1 1 1 01

**EDUCATION & EVENTS** 

in the multi-housing industry. She has spoken to thousands of industry professionals on a national level for the National Apartment Association, Multifamily Pro Annual Brainstorming Events, the Institute of Real Estate Management (IREM), National Affordable Housing conferences, and numerous state and local Associations, including various management and investment companies throughout the United States and Canada.

Don't miss this presentation! It's fun, interactive and a must attend for all on-site staff, upper-management, and associate members.

# DECEMBER 4 GOVERNMENT AFFAIRS COMMITTEE MEETING

5:00 to 6:00pm Derby Lane 10490 Gandy Boulevard North St. Petersburg, FL 33702

# DECEMBER 4 POKER FOR NAAPAC & SILENT AUCTION

6:30 to 10:00pm Derby Lane 10490 Gandy Boulevard North St. Petersburg, FL 33702

Our major NAAPAC fundraiser of the year will feature no-limit Texas Hold'em. Visit BAAAHQ.org for all the details.

# Register for any event at www.BAAAhq.org

Reservations and cancellations accepted up to 48 hours before event. No shows and non-cancelled reservations will be invoiced.

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# **OCTOBER**

### OCTOBER 11, 12 & 13

FAA Annual Conference & Trade Show - Camp FAA

Disney's Contemporary Resort

**OCTOBER 17, 18 & 19** 

**CAMT Course** 

8:00am to 4:30pm @ Chadwell Supply

**OCTOBER 19** 

**Board of Directors Meeting** 

4:30 to 5:45pm @ Brio Tuscan Grille

**OCTOBER 19** 

**Membership Meeting** 

Networking Reception with the Board of Directors

6:00 to 9:00pm @ Location TBD

**OCTOBER 23** 

**Supplier Success Course** 

8:30am to 3:00pm @ Location TBD

OCTOBER 24

Morning Motivators - How to be a Tobacco-Free Community

9:00 to 10:30am @ Hibiscus Springs

**OCTOBER 27** 

Maintenance Appreciation Night

6:00 to 11:00pm @ Beach Bar Tampa

# **NOVEMBER**

**NOVEMBER 6 - 10** 

NAA Assembly of Delegates

9:00am to 5:00pm in Ft. Worth, Texas

**NOVEMBER 9** 

Young Professionals Connect Event

6:00 to 10:00pm, Location TBD

**NOVEMBER 14 & 15** 

**CAMT Course** 

8:00am to 4:30pm @ Chadwell Supply

**NOVEMBER 16** 

We Don't Speak the Same Language Seminar with Jackie Ramstedt

8:30am to 12:00pm @ Marriott Hotel Westshore

**NOVEMBER 16** 

**Board of Directors Meeting** 

4:30 to 5:45pm @ Marriott Hotel Westshore

**NOVEMBER 16** 

Dinner Meeting: Making It Fun to Go to Work Again!

with Guest Speaker: Jackie Ramstedt

6:00 to 8:30pm @ Marriott Hotel Westshore

You can register for any event at www.BAAAhq.org
Members must log in to the website to receive member pricing.



# **DATE:**

Thursday, November 16, 2017

# **PLACE:**

Marriott Hotel Westshore 1001 N Westshore Blvd Tampa, FL 33607

# TIME:

6:00pm to 6:45pm Networking 6:45pm to 7:30pm Dinner 7:30pm to 8:30pm Speaker

# **COST:**

\$45 Early/ \$55 Late Member

\$55 Early/ \$65 Late Non-Member

Register at www.baaahq.org



# DINNER MEETING "Making It Fun To Go To Work"

# with Guest Speaker Jackie Ramstedt

Don't miss this presentation! It's fun, interactive and a must attend for all on-site staff, upper-management, and associate members.

Jackie Ramstedt is a nationally renowned, requested repeat Motivational Keynote Speaker, National Trainer, Consultant, and Performance Coach who has more than 30 years experience in the multi-housing industry.

She has spoken to thousands of industry professionals on a national level for the National Apartment Association, Multifamily Pro Annual Brainstorming Events, the Institute of Real Estate Management (IREM), National Affordable Housing conferences, and numerous state and local Associations, including various management and investment companies throughout the United States and Canada.

Make your reservations today by going to www.baaahq.org!

# **NEW MEMBERS**

#### Coastal Valet Trash Services, LLC

1442 Chesterfiled Dr Dunedin FL 34698 (727) 485-4418 Trash Porting & Valet Services

### Moen, Inc.

2896 Preveza Court Jacksonville FL 32246 (904) 553-0205 Plumbing Supplies

### PennyMac Commercial Real Estate Finance

36 Discovery, Suite 220 Irvine CA 92618 (949) 420-9551 Financial, Banking, Mortgage

### **Arbours at Garden Grove**

4900 Cypress Gardens Road Winter Haven FL 33884 (863) 324-5900 Units: 118

### **Avanti Apartments**

201 4th Street South St. Petersburg FL 33701 (727) 214-2710 Units: 366

#### Campus Lodge

15115 Livingston Ave Lutz FL 33559 (813) 866-9700 Units: 312

### Charleston on 66

12700 66th Street North Largo FL 33773 (314) 593-0858 Units: 258

### **Dunedin Commons Apartments**

2701 Dunedin Commons Place Dunedin FL 34698 (727) 351-4888 Units: 280



# **ADVERTISERS**

| Answer Florida                         | 4  |
|--|----|
| BG Multifamily                         | 6  |
| House of Floors of Tampa               | 7  |
| Heist, Weisse & Wolk, PA               | 2  |
| John McMillan, PA                      | 14 |
| Lifestyle Flooring, Inc.               | 11 |
| Lindsey M. Porter, PA                  | 44 |
| Maintenance Supply Headquarters        | 15 |
| Professional Grounds Management        | 17 |
| Rose Paving                            | 13 |
| Switch Electric                        | 9  |
| United Renovations Southeast           | 5  |
| For ad info call BAAA at 813-882-0222. |    |

# **DIRECTORY UPDATE**

The Member Directory is accessible on the website at www.BAAAHQ.org. Please check your listing carefully. If you find something that is not right, complete the form below and return it to us. Please use this form for ALL changes or corrections to *Bayline*.

| Company/Property |     |         |
|------------------|-----|---------|
| Address          |     |         |
| City/State/Zip   |     |         |
| Phone            | Fax |         |
| E-mail           |     | _Page # |
| Comments:        |     |         |
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FAX TO: (813) 884-0326 E-MAIL: STAFF@ BAAAHQ.ORG

MAIL TO: BAY AREA APARTMENT ASSOCIATION 19031 N. DALE MABRY HWY LUTZ, FL 33548



# GET YOUR 2017 FIRST QUARTER SURVEY NOW

Now owners and property managers throughout the Bay Area can simply log on to www.baaahq.org and purchase the 2017 First Quarter Survey which is now available.

The myrentcomps.com on-line market survey software is designed specifically for property managers and owners to report their comps on-line and eliminate the need for making multiple phone calls that often go unreturned. Properties participating in the survey receive custom reports for their property, a free web-site and other benefits to encourage nearby properties to send in their information on a regular basis.

The Bay Area Apartment Association publishes the completed survey after the first and third quarter of each calendar year. The survey includes over 90 pages of detailed information in Hillsborough, Pasco, Pinellas and Polk Counties with both current and historic data. Each issue is available for purchase in both digital and print format at a discounted price for BAAA members.

Members - \$39.00 Digital Format | \$59.00 Print Format Non - Members - \$150.00 Digital Format | \$170.00 Print Format

Order online at www.baaahq.org
For more information: Please call 813-882-0222.





# LINDSEY M. PORTER, P.A. ATTORNEYS AT LAW

# **PROPERTY MANAGEMENT LAW**

Call us for prompt, thorough legal assistance with:

- Delinquent payers
- ➤ Noise disturbances
- Security deposit disputes
- > Recent changes to the law

Receive a free copy of our informative Legal Handbook for Community Managers

> by contacting us at: Hillsborough: 813.229.9496

Pinellas: 727.577.9646 Fax: 727.578.2097

E-mail: lporter@verizon.net

Mailing Address: P.O. Box 21518 St. Petersburg, FL 33742 Attorneys: Lindsey M. Porter Claudos G. Spears Of Counsel Street Address:
7901 Fourth Street North
Suite 215
St. Petersburg, FL 33702

The hiring of a lawyer is an important decision that should not be based solely upon advertisements. Before you decide, ask us to send you free written information about our qualifications and experience.