

MISSION HILLS CONDOMINIUMS
2023 Budget Workshop

Note: In person attendance is limited to current board members only. Members of the association need to attend via the ZOOM link noted below.

Date: Monday October 31, 2022

Time: 2:00PM

**Location: Ameritech Office
24701 U.S. Highway 19 North
Suite 102
Clearwater, FL. 33763**

1. Call workshop to order.
2. Proof of workshop notice.
3. Board member attendance.
4. Discuss and evaluate line items for the proposed 2023 budget.
5. Adjournment.

To Join Workshop via Zoom

<https://us02web.zoom.us/j/87638231130?pwd=eFNreENBNGk2WkwrQUsyRXE5WUIYdz09>

Meeting ID: 876 3823 1130

Passcode: 568534

One tap mobile

+13017158592,,87638231130#,,,,*568534# US (Washington DC)

+13092053325,,87638231130#,,,,*568534# US

Find your local number: <https://us02web.zoom.us/j/87638231130?pwd=eFNreENBNGk2WkwrQUsyRXE5WUIYdz09>

This notice is posted in accordance with Florida Statutes.

Mission Hills Condominium Association

Board of Directors Budget Workshop Minutes

This meeting was held on Monday, October 31, 2022, at 2:00 PM at the Ameri-Tech office and on Zoom..

I. Call Meeting to Order

- A. The meeting was called to order by Eudora Partridge, President, at 2:03 PM. Mike Perez acted as chair for this meeting, although no formal request to do so was made for the record.

II. Roll Call

- A. Eudora Partridge, President
- B. Kay Hunt, Vice President
- C. Regina Hickey, Treasurer
- D. Debbie Higgins, Secretary (via Zoom)
- E. Art House, Member at Large

Also in attendance will be:

- F. John Prokopovich, Maintenance Supervisor
- G. Mike Perez, Ameri-Tech
- H. Jim Mateka, Ameri-Tech
- I. Janice Sofia, Ameri-Tech
- J. Residents were not permitted to attend the meeting at Ameri-Tech as was stated on the official notification.
- K. The Zoom call was broadcast at the Mission Hills Clubhouse in the living room on the big TV by Debbie Higgins, Secretary. There were approximately 50 people in the room, and another 15 or so on the Zoom call itself.

III. 2023 Budget Review

- A. Mike Perez addressed the rules for the meeting, stating that the discussion was for the Board only and no residents would be permitted to ask questions.
- B. Janice from Ameri-Tech took everyone through the proposed budget line by line.
- C. In the discussion regarding the Administration account, Mike claimed that his paper costs went up from \$30 per box to \$90 per box.
- D. A discussion about the Administrative/Office amount ensued, and Regina explained that the newsletter costs were not accurate and should be \$5,000, and that they had, in prior years, included those costs in Administrative/Office.
- E. Debbie stated that if Administrative was adjusted to \$25,000 and included Newsletter costs of \$5,000, then Administrative should be reduced by that \$5,000. The number remained at \$25,000 due to inflation, with \$5,000 added to Newsletter.

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- F. Regarding insurance, Mike Perez stated that he asked Bob Mitchell for an estimated market increase, and Mitchell said it would be 25-45%; 35% was decided by a board majority for this increase, and the budget was increased to \$357,000.
- G. Tree Trimming was discussed.
 - 1. The budget was reduced to \$0, due to the \$150,000 assessment for tree trimming.
 - 2. Regina stated that \$11,000 was added to Supplies/Repair – Grounds/Maintenance when Debbie asked about that increase to \$25,000 from \$14,000.
 - 3. Debbie claimed that the \$11,000 should be in Tree Trimming (5410) if that's what it truly represents; the amount was added to 5410 accordingly.
- H. The Dance Committee expense, line item 5750, as well as the income line item, are being eliminated, because the Booster Club has resumed responsibility for all dances.
- I. A line item for a financial audit (Audit/CPA) was added at \$6,000; no vote is required by the membership for this, so it will be removed from the Budget Approval Meeting agenda.
- J. Line item 6100 for Bldg Supplies/Repairs/Maintenance was reduced to \$24,000 from \$30,000.
- K. Supplies/Repair-Grounds/Maintenance was reduced to \$14,000 from \$25,000, since the \$11,000 was moved to Tree Trimming (5410).
- L. Roof Repair-Minor (6130) was left at \$15,000, due to issues with the metal scuppers, etc., that are proving to be a problem and are not covered by any warranty.
- M. Small Tools (6140) was zeroed out and moved to the 6100 Bldg Supplies/Repairs/Maintenance line item.
- N. Laundry Expense was increased to \$6,000 from zero last year due to old equipment and possible repair/replacement costs.
- O. Safety/Fire Alarm Inspection (6160) was increased to \$4,500 from \$3,500 last year.
- P. Fuel for gators/mowers increased to \$14,000 from \$6,000 last year due to increased fuel prices.
- Q. Debbie suggested that pool maintenance be shopped around instead of going with what we have always done; no decision was made toward that effort.
- R. Payroll Processing (Taxes & Insurance) for 2022 was overstated, which is why it was reduced to \$108,906 from \$111,384 in 2022.
- S. Debbie questioned why a column for Actuals was not included in the budget, when that's what most increases are based on, not the prior year's budget. Mike claimed it was too late to do so.
- T. Utilities were adjusted as follows based on 2022 actuals:
 - 1. Electric = 15%
 - 2. Water/Sewer = 3-4%
 - 3. Stormwater = Decreased due to possible high budget in 2022.

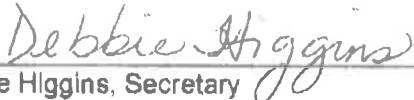
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4. Trash = 4% - Debbie asked where we get our trash can liners, and John said they are special ordered for the size needed once per year. The amount for this line item also includes trash pickup.
5. Gas was decreased from \$238,703 to \$190,000, due to changes made to the pool being converted away from gas heating.
- U. Cable increased 4% per the Spectrum contract.
- V. Truck Expenses/Insurance went up because the cost of insurance was in the Insurance line item last year; it has been added to this line item to track the truck expenses more accurately.
- W. Janice went through the Reserve Analysis:
 1. Debbie questioned how the reserve numbers are established; it has been done by the Board and the management company in years past.
 2. According to current laws, we must have a Reserve Study done by 2025.
 3. Janice explained that we will need to fully fund all reserves by 2025 according to new laws.
 4. Debbie questioned if the funds for Underground Replace and Deferred Reserves, which have been zeroed out of this budget, are going to be used for upcoming expenses that fall into that category. Mike said it would be a Board decision to use the funds at any given point in time.
- X. Bottom line, the monthly condo fee increase is 7.35% overall.
- Y. Mike asked the general question to the Board in the room if everyone was okay with the budget; no motion was made, and no vote was taken.

IV. Adjourn Meeting

- A. Mike Perez called for a motion to adjourn.
- B. Art moved to adjourn the meeting, but no second was stated that could be discerned from the recording.
- C. A vote was taken, and the motion passed unanimously.
- D. The meeting was adjourned at 3:36 PM.


Debbie Higgins, Secretary

Approved as presented 12/12/22