

MISSION HILLS CONDOMINIUMS
Board of Directors Business Meeting
Agenda

Date: December 12, 2022

Time: 10:00AM

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

This meeting is also available on ZOOM

1. Call to Order
2. Proof of Notice
3. Establish Board Quorum/Roll call
4. Approval of Minutes
5. Discussion of 2023 renewal insurance policies/premiums and possible approval
- Robert Mitchell of Mitchell Agency, Inc. in attendance
6. Adjournment

To join the meeting via ZOOM

<https://us02web.zoom.us/j/84144237934?pwd=MmpGaVVUdGxCWkRUQ25MZ0JQaFFJZz09>

Location dial in 929-205-6099

Find your local number: <https://us02web.zoom.us/u/kbsYB5Hp6o>

Meeting ID: 841 4423 7934 Passcode: 277086

This notice is posted in accordance with Florida Statutes

MISSION HILLS CONDOMINIUMS
Reconvene Amendment Meetings of March 1, 2022
& April 15, 2022

Date: Wednesday May 18, 2022

Time: 1:30PM

Location: Mission Hills Clubhouse

1. Call to Order
2. Certify Board Quorum / Proof of Reconvene Meeting Notice
3. Approval of Minutes – April 15, 2022 (Amendment Meeting)
4. Review/Update proxy count regarding amendments.
5. Adjournment

This notice is posted in accordance with Florida Statutes.

Mission Hills Condominium Association, Inc.

Minutes for the Reconvened Amendment Meeting

A meeting of the Board of the Mission Hills Condominium Association (MHCA) was held on Wednesday, May 18, 2022, in the Clubhouse Recreation Hall. This meeting was reconvened from April 15, 2022, and March 1, 2022, when it was postponed.

I. Call to Order

A. The meeting was called to order at 1:32 PM by Eudora Partridge, President.

II. Roll Call

A. Debbie Higgins, Secretary, took roll call. Present were:

1. Eudora Partridge, President
2. Kay Hunt, Vice President (Absent)
3. Regina Hickey, Treasurer
4. Debbie Higgins, Secretary
5. Art House, Member at Large

B. A quorum of the Board was established.

III. Amendment Meeting Minutes

A. Debbie moved to waive the reading of the minutes from the reconvened amendment meeting held on April 15, 2022 and accept them as written; it was seconded by Eudora.

B. A vote was taken, and the motion passed unanimously.

IV. Results of Amendment Voting via Proxies

A. Jim noted that to pass any amendment, there must be 239 "yes" votes. The final tallies were changed again to reflect the additional proxies received since April 15, 2022 and are stated below.

B. Amendment 1 – Article XVII, Parking, Section 1, Four Wheeled, Passenger Motor Vehicles, of the Declaration be amended to read as described in a previous mailing as Exhibit A:

1. Yes = 217
2. No = 34
3. The amendment did not pass.

C. Amendment 2 – Article XVII, Parking, of the Declaration be amended to read as described in a previous mailing as Exhibit A:

1. Yes = 210
2. No = 42
3. The amendment did not pass.

D. Amendment 3 – Article IV, Administration, of the By-Laws be amended to read as described in a previous mailing as Exhibit A:

1. Yes = 190
2. No = 60

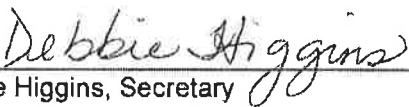
**Mission Hills Condominium Association, Inc. Minutes for the
Reconvened Amendment Meeting**

Page 2 of 2

- E. The amendments did not pass, and the proxies expire on May 31, 2022.
- F. No subsequent meeting has been scheduled; the Board will address these amendments at a new meeting to be held in the fall.

V. Adjournment

- A. Debbie made a motion to adjourn the Amendment Meeting, and it was seconded by Regina; a vote was taken, and the motion passed unanimously.
- B. The Reconvened Amendment Meeting was adjourned at 1:39 PM.



Debbie Higgins, Secretary

Mission Hills Condominium Association

Board of Directors Business Meeting Agenda

This meeting will be held on Wednesday, May 18, 2022, at the Mission Hills Recreation Hall at 1:30 PM and on Zoom. Please see Zoom instructions at the bottom of this notice. The Reconvened Amendment meeting will be held just before the BOD meeting convenes.

I. Call to Order

II. Roll Call

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

Also in attendance will be:

- F. John Prokopovich, Maintenance Supervisor
- G. Helen Strupczewski, Documents Committee (via Zoom)
- H. James Mateka, Ameri-Tech Property Manager

III. Meeting Minutes

- A. Ask for a motion to waive reading the minutes from the BOD meeting held April 20, 2022, and vote on approval as written.

IV. Treasurer's Report

- A. Report by Regina Hickey

V. Maintenance Report

- A. Report by John Prokopovich

VI. Committee Reports

- A. Update from Helen Strupczewski, Documents Committee
- B. Update from Jim Mateka, Compliance Committee.

VII. Old Business

- A. Survey Results – Regina
- B. Pet Amendment – Eudora

VIII. New Business – Eudora

- A. Land Lease Deal
- B. Recycling Guidelines
- C. Proposed Door Policy

IX. Adjourn Meeting

Zoom Instructions:

Topic: **MHCA BOD Meeting and Reconvened Amendment Meeting**

Time: **May 18, 2022, 1:30 PM**

Join Zoom Meeting:

<https://us02web.zoom.us/j/6733370648?pwd=WXVScU9xRlV6amxsYTh4Y2VzVjI0UT09>

Mission Hills Condominium Association

Board of Directors Meeting Minutes

A meeting of the MHCA Board of Directors was held on Wednesday, May 18, 2022, at MHCA Clubhouse and on Zoom, following the Reconvened Amendment meeting.

I. Meeting Called to Order

- A. The meeting was called to order at 1:40 PM by Eudora Partridge, President, who also acted as chair for the meeting.

II. Roll Call

- A. Debbie Higgins, Secretary, took roll call. Present were:
 - 1. Eudora Partridge, President
 - 2. Kay Hunt, Vice President (absent)
 - 3. Regina Hickey, Treasurer
 - 4. Debbie Higgins, Secretary
 - 5. Art House, Member at Large
- B. A quorum was established.
- C. Also present were:
 - 1. John Prokopovich, Maintenance Supervisor
 - 2. Helen Strupczewski, Documents Committee (via Zoom)
 - 3. James Mateka, Ameri-Tech Property Manager
- D. There were 6 residents on the Zoom call.
- E. There were 18 residents in the hall observing the meeting.

III. Meeting Minutes

- A. Eudora made a motion to waive the reading of the minutes from the BOD Meeting held April 20, 2022 and accept them as written, and the motion was seconded by Debbie.
- B. A vote was taken, and the motion passed unanimously.

IV. Treasurer's Report

- A. Regina reported the following as of April 30, 2022:
 - 1. Income: \$227,583
 - 2. Expenses: \$241,062
 - 3. Over by: \$ 13,479
- B. The reason for the overage is due to rising costs, and the fact that we completed the necessary carport roofs now.

V. Maintenance Report

A. Report by John Prokopovich, Maintenance Supervisor:

1. Landscape maintenance is on-going, and all palm trees have been trimmed; some additional trimming will continue in preparation for hurricane season.
2. Carports are complete for now.
3. Roofing materials were delivered today; we hope to start roofs next week or after the Memorial Day holiday.
4. Roofing costs continue to rise; gutters/down spouts are up 41%, and companies cannot find dependable skilled labor.

VI. Committee Reports

A. Documents Committee – Helen Strupczewski

1. No meetings will be held until the July 1st Statute 718 laws are released; the laws will be reviewed a meeting will be held in August.
2. The Board has three options regarding the proposed pet amendment:
 - a) Approve it as written
 - b) Edit it as they see fit
 - c) Kill it

B. Compliance Committee – Jim Mateka

1. No homeowners have reached the stage requiring them to come before the Compliance Committee.
2. Most relate to yard cleanup.
3. The homeowner with the snake has not responded to the letters; an additional letter will be sent.
4. It was noted that there is really nothing we can do if she never responds; there's no way to prove she still has it if it isn't seen by someone.

VII. Old Business

A. Project Survey Results

1. Results of the survey provided in the April Post regarding the three projects currently under consideration; only 191 residents responded:
 - a) Putting Green: 50 Yes / 64 No
 - b) Pool Light: 50 Yes / 67 No
 - c) Community Garden: 56 Yes / 60 No
2. Given that there aren't enough votes, these projects will no longer be considered.

Mission Hills Condominium Association Board of Directors Meeting Minutes

Page 3 of 4

B. Pet Amendment

1. Eudora read the proposed amendment in its entirety, and read the current rule as it stands.
2. Eudora made a motion to vote on killing this amendment, and it was seconded by Debbie; a vote was taken, and the motion passed unanimously.
3. This amendment will not be pursued any further.
4. Jim reiterated that ADA and ESA animals do not have size restrictions.

VIII. New Business

A. Land Lease

1. Eudora arranged for the two attorneys, ours and RME's attorney, to come to an agreement regarding the \$58,000 error made by RME back in 2016.
2. An agreement was made to reduce the sum to \$50,000; it will be added to the current monthly payment at a rate of \$1,000 until the balance is paid in full.
3. This comes to \$2.10/door so is not significant enough to cause an assessment or change the condo fees.
4. Jim suggested that the Board vote on accepting the agreement; Debbie made a motion to accept the agreement as written, and it was seconded by Regina.
5. A vote was taken, and the motion passed unanimously.

B. Recycling

1. Signage has been added to the gates to keep residents out of the work area behind the fence; communications to the maintenance team is done via work order.
2. Large items will no longer be accepted at the gated area, nor is debris from construction on individual condos.
3. Arrangements have been made to have Chad assist anyone who requires disposal of large items on the second and fourth Tuesday of each month from 9 AM to 12 PM; this includes all contractors and other workers.

C. Proposed Door Policy


1. Eudora read the proposed door policy, which includes doors with a small window at the top and can be etched, frosted, or plain.
2. Eudora made a motion to allow a vote on this new policy, and it was seconded by Debbie; a vote was taken, and the motion passed unanimously.
3. Eudora made an additional motion to kill the door policy, and it was seconded by Regina; a vote was taken and there were two for killing it, one against, and one abstained.
4. Because there wasn't a majority vote, the policy was tabled until a majority vote can be obtained.

Mission Hills Condominium Association Board of Directors Meeting Minutes

Page 4 of 4

IX. Adjourn Meeting

- A. Regina made a motion to adjourn the meeting, and it was seconded by Art; a vote was taken, and the motion passed unanimously.
- B. There being no further business to discuss, the meeting was adjourned at 2:14 PM.



Debbie Higgins, Secretary

Mission Hills Condominium Association

Board of Directors Special Meeting Agenda

This special meeting of the Board of Directors is being held on Thursday, October 6, 2022, at 6:00 PM at Ameri-Tech's office and on Zoom. Please see Zoom instructions at the bottom of this notice.

I. Call to Order

II. Roll Call

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

Also in attendance will be:

- F. James Mateka, Ameri-Tech Property Manager
- G. Karen Browder, Ameri-Tech

III. Treasurer's Report and Discussion

- A. Report on the 2022 shortfalls we are experiencing
- B. Discuss the proposed assessment to cover several large projects

IV. Adjourn Meeting

Zoom Instructions:

Topic: **MHCA Special BOD Meeting**

Time: **Thursday, October 6, 2022, 6:00 PM**

Join Zoom Meeting:

<https://us02web.zoom.us/j/6733370648?pwd=WXVScU9xRlV6amxsYTh4Y2VzVjI0UT09>

Mission Hills Condominium Association

Special Board of Directors Meeting Minutes

A meeting of the MHCA Board of Directors was held on Wednesday, October 6, 2022, at Ameri-Tech and on Zoom.

I. Meeting Called to Order

- A. The meeting was called to order at 6:00 PM by Eudora Partridge, President, who also acted as chair for the meeting.

II. Roll Call

- A. Debbie Higgins, Secretary, took roll call. Present were:

- 1. Eudora Partridge, President
- 2. Kay Hunt, Vice President
- 3. Regina Hickey, Treasurer
- 4. Debbie Higgins, Secretary
- 5. Art House, Member at Large

- B. A quorum was established.

- C. Also present were:

- 1. John Prokopovich, Maintenance Supervisor
- 2. James Mateka, Ameri-Tech Property Manager
- 3. Karen Browder, Ameri-Tech

- D. There were 15 residents on the Zoom call.

III. Treasurer's Report

- A. Regina reported the following as of August 31, 2022

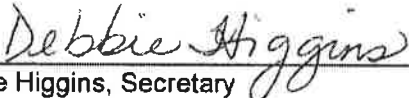
- 1. We are over budget for the year by \$105,940
- 2. The reason for the overage is due to rising costs from August 2021 to August 2022 according to the Bureau of Labor as follows:
 - a) Gasoline up 25%
 - b) Electricity up 15.8%
 - c) Food up 11.4%
 - d) All other items up 8.3%
- 3. There was no way we could have predicted these unprecedented increases when doing the 2022 budget last year.
- 4. We did not budget for the cost increases for the three roofs we replaced, nor for the \$58,000 (reduced to \$50,000) land lease adjustment.
- 5. Proposing an assessment for four critical areas:
 - a) Phase III Piping – includes replacing pipes, hiring an arborist for removing the necessary trees, etc., just as we have had to do in the other phases – \$200,000
 - b) Roofs – The last two roofs must be done now, because they are leaking and causing mold issues – \$160,000
 - c) Trees – Removal and replacement of 15-20 trees – \$150,000
 - d) Utilities – The proposed amount is \$45,000
- 6. The total proposed assessment is \$555,000.

IV. New Business

- A. A discussion ensued regarding each of the four categories reported by Regina.
- B. Piping:
 - 1. John said that of the four trees located in Phase III that will need to be removed, three of them are large live oaks..
 - 2. Debbie suggested having our entire tree community be assessed and mapped by John Snow, who is a Master Arborist, at a cost of \$15,000.
 - 3. Jim suggested that this becomes part of the \$150,000 allocated for trees in this assessment.
 - 4. John claimed that the city has a Master Arborist who comes out whenever we have tree issues; Debbie challenged that fact and Art suggested that we verify the credentials of the city arborist.
 - 5. We are going to accept the Plumbing by Jamin bid for the piping.
- C. Roofs:
 - 1. The last two roofs that need to be done are both six packs and will cost twice as much as prior roofs.
 - 2. John explained that getting a contract signed now just gets us in line for the materials and labor, which may get our roofs started by early 2023.
- D. Trees:
 - 1. John explained the various situations regarding many of our trees and says there are approximately 40-50 trees that require removal/replacement.
- E. Operating Shortfall (Utilities and more):
 - 1. We need money to cover the remaining four months of the year for our utilities, and \$45,000 isn't going to be enough.
 - 2. Jim suggested that this be called an Operating Shortfall, so it covers all the other expenses beyond the other four categories above.
- F. After all discussions, this Operating Shortfall was raised to \$100,000, and will be described in further detail by Karen.
- G. The total proposed assessment is \$610,000; Regina will rework the numbers for the assessment, as well as the descriptions, and send it out for review.
- H. The due date for the first payment will be November 15, 2022, and residents can make it in four payments, and a payment is due each month.
- I. The next Board meeting is being moved to 10/26/22 at the Clubhouse and will include the vote for this assessment, and the mailing will go out by 10/12/22.

V. Adjourn Meeting

- A. Debbie made a motion to adjourn the meeting, and it was seconded by Eudora; a vote was taken, and the motion passed unanimously.
- B. There being no further business to discuss, the meeting was adjourned at 7:22 PM.



Debbie Higgins, Secretary

Mission Hills Condominium Association

Board of Directors Special Assessment Meeting Agenda

This meeting will be held on Wednesday, October 26, 2022, at the Mission Hills Recreation Hall at 6:00 PM and on Zoom. Please see the Zoom instructions at the bottom of this notice.

I. Call to Order

II. Roll Call

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

Also in attendance will be:

- F. John Prokopovich, Maintenance Supervisor
- G. Helen Strupczewski, Documents Committee
- H. James Mateka, Ameri-Tech Property Manager

III. Meeting Minutes

- A. Ask for a motion to waive reading the minutes from the Reconvened Amendment Meeting held May 18, 2022 and vote on approval as written.
- B. Ask for a motion to waive reading the minutes from the Special BOD Meeting held October 6, 2022 and vote on approval as written.

IV. Treasurer's Report

- A. Report by Regina Hickey

V. Maintenance Report

- A. Ask for a motion to waive report by John Prokopovich

VI. Committee Reports

- A. Ask for a motion to waive Documents Committee report by Helen Strupczewski
- B. Ask for a motion to waive Compliance Committee report from Jim Mateka

VII. New Business

- A. Discussion of proposed assessment in the amount of \$615,963.00
- B. Board approval of proposed assessment in the amount of \$615,963.00

VIII. Adjourn Meeting

Zoom Instructions:

Topic: **MHCA BOD Meeting**

Time: **October 26, 2022, 6:00 PM**

Join Zoom Meeting:

<https://us02web.zoom.us/j/6733370648?pwd=WXVSaU9xRlV6amxsYTh4Y2VzVjI0UT09>

Dial in by location: 929-205-6099

To find your local number: <https://us02web.zoom.us/u/kbj36yJ03X>

Mission Hills Condominium Association

Board of Directors Special Assessment Meeting Minutes

This special meeting was held on Wednesday, October 26, 2022, at the Mission Hills Recreation Hall and on Zoom.

I. Call to Order

- A. The meeting was called to order by Eudora Partridge, President, at 6:00 PM, who also chaired the meeting.

II. Roll Call

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

A quorum was established.

Also in attendance were:

- F. John Prokopovich, Maintenance Supervisor
- G. Mike Perez, Ameri-Tech
- H. Janice Sofia, Ameri-Tech
- I. Steve Nikoloff, Association Attorney

The hall was full (standing room only) and there were as many as 15 people on Zoom.

III. Meeting Minutes

- A. Eudora made a motion to waive the approval of all minutes, which includes two from May 18, 2022 (Reconvened Amendment Meeting and BOD Meeting) and the Special Assessment meeting on October 6, 2022, along with all committee reports. The motion was seconded by Regina. The votes went as follows:
 - 1. Eudora Partridge, President – Yes
 - 2. Kay Hunt, Vice President – Yes
 - 3. Regina Hickey, Treasurer – Yes
 - 4. Debbie Higgins, Secretary – No
 - 5. Art House, Member-at-Large – Yes
- B. The motion passed.

IV. New Business

- A. John Prokopovich made a presentation on maintenance responsibilities.
- B. Regina made a presentation regarding her thoughts on the assessment.
- C. Eudora stated that the Board discussion regarding the assessment would take place; all items were discussed individually and in detail.
- D. Eudora committed to not charge late charges to anyone who is late in November, and to not charge any attorney fees to anyone at any time for this assessment.
- E. Eudora made a motion to approve the assessment, and it was seconded by Regina.

MHCA Board of Directors Special Assessment Meeting Agenda

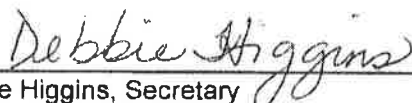
October 26, 2022

Page 2 of 2

- F. Discussion took place with the audience, and residents were invited to ask questions.
- G. At the end of question and answer time, a vote was called for approval of the assessment, and the votes went as follows:
 - 1. Eudora Partridge, President – Yes
 - 2. Kay Hunt, Vice President – Yes
 - 3. Regina Hickey, Treasurer – Yes
 - 4. Debbie Higgins, Secretary – No
 - 5. Art House, Member-at-Large – Yes
- H. The motion passed.

V. Adjourn Meeting

- A. Eudora made a motion to adjourn the meeting, and it was seconded by Kay; a vote was taken, and the motion passed unanimously.
- B. There being no further business to discuss, the meeting was adjourned at 7:45 PM.



Debbie Higgins, Secretary

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/u/kd3lyjoRGI>

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.

MHCA BOD Budget Workshop Minutes

Page 2 of 3

- 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.

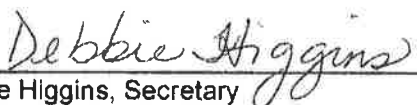
MHCA BOD Budget Workshop Minutes

Page 3 of 3

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

MISSION HILLS CONDOMINIUMS
Board of Directors Business Meeting

Date: Monday October 31, 2022

Time: Immediately following the 2:00PM budget workshop

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

1. Call meeting to order.
2. Proof of notice.
3. Board member attendance.
4. Motion to waive minutes and committee reports.
5. Discuss insurance and possible approval of new agent.
6. Adjournment.

The same 2023 Budget Workshop ZOOM link noted below will be used for this meeting.

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 Special Meeting Minutes

A meeting was held on Monday, October 31, 2022, at the Ameri-Tech offices, and Zoom was also available. The purpose of this meeting was to discuss a new Agent of Record for our insurance.

I. Call Meeting to Order

- A. The meeting was called to order at 3:36 PM by Eudora Partridge, President; Mike Perez acted as chair for this meeting, although no formal request to do so was made for the record.

II. Roll Call

- A. Debbie Higgins, Secretary, took roll call:
 - 1. Eudora Partridge, President
 - 2. Kay Hunt, Vice President
 - 3. Regina Hickey, Treasurer
 - 4. Debbie Higgins, Secretary (via Zoom)
 - 5. Art House, Member at Large

- B. A quorum was established.

Also in attendance were:

- C. John Prokopovich, Maintenance Supervisor
- D. Mike Perez, Ameri-Tech
- E. Jim Mateka, Ameri-Tech
- F. Janice Sofia, Ameri-Tech
- G. Residents were not permitted to attend the meeting at Ameri-Tech as was stated on the official notification.
- H. 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. New Business

- A. Agent of Record Change
 - 1. Mike announced that the Board was gathered to vote on changing back to Bob Mitchell, who previously had the account for 15 Years.
 - 2. Mike called for a motion to change the insurance company for the upcoming new policy that begins on January 1, 2023, back to Bob Mitchell Insurance Agency.
 - 3. The response was, "Yes," by Eudora, but the motion was not restated by her as is required in Roberts Rules of Order; this was seconded by Regina.
 - 4. Mike asked for discussion from any Board members, and Debbie proceeded to read a statement for the record, which is attached in its entirety to the record as Exhibit A.

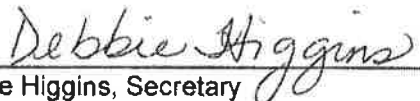
MHCA Board of Directors Special Meeting Minutes

Page 2 of 2

5. Mike made the following statements:
 - a) He declared that Great Florida was no longer a preferred vendor with Ameri-Tech, one of the reasons being because of how they handled themselves with respect to Mission Hills.
 - b) He stated that they gave a quote based on old numbers, knowing that it would red flag an appraisal and jack those numbers up.
 - c) Debbie stated that the policy was based on the appraisal, not old numbers.
 - d) Mike claimed that Great Florida was unethical and that they manipulated Debbie to get the policy, due to her lack of experience.
 - e) Mike stated that one of the reasons to stay with Mitchell was because we had 100% co-insurance, so regardless of what the value of the properties were, all buildings would be covered in the case of a catastrophic event.
 - f) Mike stated he wasn't aware of where things were regarding the insurance appraisal, but that it was required once we changed agencies; he also stated that we could have "skated another year" before having to get the appraisal, so Debbie cost the Association \$150,000.
 - g) He stated that Great Florida knew this would happen, and that's why they are no longer a preferred vendor with Ameri-Tech, because they were deceptive in their actions, and what they did to manipulate Debbie to get the policy.
 - h) Debbie stated that the appraisal was due in 2020, and it was discovered as part of the interview process with three different agents, but before an agency was selected.
 - i) Debbie suggested interviewing three more agencies rather than go back to the one that had failed us.
 - j) Mike claimed that one of the reasons for the assessment was due to the insurance costs.
6. Mike called for a vote, and following are the voting results:
 - k) Eudora Partridge = Yes
 - l) Kay Hunt = Yes
 - m) Regina Hickey = Yes
 - n) Debbie Higgins = No
 - o) Art House = Yes
7. The motion carried.

IV. Adjourn Meeting

- A. Eudora made a motion to adjourn the meeting and it was seconded by Kay.
- B. A vote was taken, and the motion to adjourn passed unanimously; the meeting was adjourned at 4:48 PM.



Debbie Higgins, Secretary

Exhibit A

Statement Made by Debbie Higgins

- Regina came to me with Anthony LoSchiavo's name after interviewing him in April, 2021, after which he walked the property along with Regina.
- It should be noted that Great Florida was also a preferred vendor by Ameri-Tech.
- Regina and I interviewed a total of three agents; we both decided Great Florida would offer the best service, because Great Florida has 18 staff people just in the St. Pete office to handle all situations we might have, not to mention 135 offices across Florida.
- This was all about choosing an agent who would do a proper job for Mission Hills. Pricing comes later after the Agent of Record is declared.
- We presented this to the Board, and it was approved unanimously; I signed the DocuSign Agent of Record form, given my qualification as a Director and my experience with this practice.
- Through the process of these interviews, we discovered that we had failed to maintain adequate insurance through the Mitchell Agency, because the last insurance appraisal at that time was 2017; it was required by law to do it again in 2020 and was never done.
- Mike Perez was complicit in this action to save us money. He stated that fact to me personally after last Wednesday's meeting.
- Regina and I arranged to have an appraisal done on 06/25/21, which was approved unanimously by the Board; not surprising, it raised our values, thereby increasing insurance costs. All we were trying to do was ensure that the Association had adequate insurance, and that we were doing our fiduciary duty as Board members.
- And, oh by the way, there was also a 38% market increase in 2021 due to the Surfside incident and many other claims during 2020.
- Examples of being underinsured for one building here in Mission Hills:
 - 1613-1623 MHB – Replacement cost is \$469,808
 - After the insurance appraisal, the value went to \$524,992 = Underinsured by \$55,184 for just one building.
 - Total insurance value was \$37,965,995
 - The insurance appraisal brought it up to \$39,649,456...which was an increase of \$1,683,461.
 - We were advised by Great Florida to use the current appraisal due to Statute 718 BOD fiduciary responsibility to maintain adequate insurance coverage, something Ameri-Tech did NOT do, nor did the Mitchell Agency.
 - Great Florida also advised us to change our renewal date to year end to get it out of hurricane season; it worked against us to renew then. Why did Mitchell not see this himself?
 - Great Florida had an educational program for FREE in our Clubhouse that many residents benefitted from.
 - Great Florida reached out to the Board before they were even our agent to see how the association fared during a no-named storm, where a tree fell on a building. The Mitchell Agency never bothered with such an action that I'm aware of.
- When Great Florida lost their Fort Myers office, they immediately started running things out of the Sarasota office...there was no loss of work effort, even with Ian's devastation.

Exhibit A – Statement Made by Debbie Higgins

Page 2 of 2

- Why hasn't Great Florida been provided with an opportunity to defend themselves in this? What are you afraid of?
- Questions you should be asking yourself are 1) how many team members does Mitchell have and how long have they been with him, 2) what is his retention rate, 3) how many associations does his office insure, and 4) does he do just condos or is he a generalist?
- Mike Perez has been pushing this Board (except me) to go back to the Mitchell Agency. My question is this...if Great Florida is still a preferred vendor of Ameri-Tech, why is Mike pushing so hard to change back to Mitchell?
- If the Board is not happy with Great Florida, why not interview three different ones? Why go back to the one who has already failed us?
- I would bet dollars to donuts that our insurance rates won't be affected by this change, other than continue to go up due to the market, but our service will suffer as it has in years past with the Mitchell Agency.

Mission Hills Condominium Association Notice of 2023 Budget Adoption Meeting

To: **All Mission Hills Condominium Association, Inc. Members**

The **BUDGET ADOPTION MEETING** of Mission Hills Condominium Association, Inc. will be held as follows:

- **Date and Time: Wednesday, November 16, 2022 at 6:00 PM**
- **Location: Mission Hills Clubhouse or Zoom (see below)**
1401 Mission Hills Blvd, Clearwater, FL 33759

Join Zoom Meeting:

<https://us02web.zoom.us/j/6733370648?pwd=WXVSaU9xRlV6amxsYTh4Y2VzVjI0UT09>

Meeting ID: 673 337 0648

Passcode: 102021

One tap mobile

+13126266799,,6733370648#,,,,*102021# US (Chicago)

+16469313860,,6733370648#,,,,*102021# US

Find your local number: <https://us02web.zoom.us/j/6733370648?pwd=WXVSaU9xRlV6amxsYTh4Y2VzVjI0UT09>

- **Purpose:** This Budget Approval meeting of the Association is being held for the expressed purpose of obtaining final approval and adoption of the 2023 Annual Budget, as well as the establishment of the annual association fee schedule for the 2023 calendar year. We have enclosed a copy of the 2023 Proposed Budget for your review.
- **Agenda:**
 1. Certify a Quorum of the Board
 2. Proof of Notice of the Meeting
 3. Voting Results to Waive Fully Funding the Reserves
 4. Board of Directors Approval of the 2023 Annual Budget
 5. Adjournment

Mission Hills Condominium Association, Inc.

Board of Directors Budget Approval Meeting Minutes

A meeting of the Mission Hills Board of Directors was held on Wednesday, November 16, 2022, at the MHCA Clubhouse for the purpose of approving the 2023 Budget. Zoom was available for those who were not able to attend in person.

I. Call to Order

- A. The meeting was called to order at 6:00 PM by Eudora Partridge, President.

II. Roll Call

- A. Present were:
 - 1. Eudora Partridge, President
 - 2. Kay Hunt, Vice President
 - 3. Regina Hickey, Treasurer
 - 4. Debbie Higgins, Secretary
 - 5. Art House, Member-at-Large
- B. A quorum of the Board was established.
- C. Also present were:
 - 1. Jim Mateka, Ameri-Tech
 - 2. Mike Perez, Ameri-Tech
 - 3. Janice Sofia, Ameri-Tech
 - 4. There were approximately 10 people on the Zoom call.
- D. Before anything else was done, Eudora called for questions regarding the budget from those in attendance.
- E. Mike Perez stepped in and handled the microphone going to each person, along with managing this part of this meeting, as the Board answered the questions.
- F. Dr. Adrienne Hall stood up and read a letter from Stella Navone, environmental expert (both are Mission Hills owners) regarding our trees and conservation management.

III. Waiver

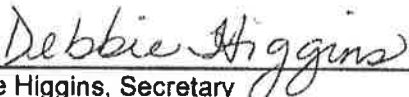
- A. Eudora stated that we received 255 proxies, so the quorum of 239 proxies required was satisfied and exceeded.
- B. The votes were counted, and the motion to waive-fully funding the reserves for the 2023 Budget was approved: 249=Yes / 6=No.

IV. Budget Approval

- A. Eudora made the motion to accept the 2023 Budget as proposed; the motion was seconded by Regina.
- B. A vote of the Board was taken; Eudora, Regina, Art and Kay voted to approve the budget, and Debbie Higgins opposed it.

V. Adjournment

- A. Eudora made a motion to adjourn the meeting and the second could not be heard on the recording. It could have been Kay or Regina, but I, as Secretary, could not hear them; a vote was taken and no one opposed.
- B. There being no further business to discuss, the meeting was adjourned at 6:25 PM.



Debbie Higgins, Secretary