P**ORTSIDE CONDOMINIUM HOMEOWNERS ASSOCIATION**

**17620 FRONT BEACH RD PANAMA CITY BEACH, FL 32413**

**Board of Directors Meeting**

**Date: Saturday, December 10, 2022**

**Time: 9:00 am Central Time**

**Location: Portside Clubhouse**

 **Call to Order:** The meeting was called to order by Vice President, Kevin Lee, at 9:03 am.

**Roll Call:** The following Board members were present, Laura Bigda, Ken Fisher, Kevin Lee, Gary Miller, and Donna Nicholas. Greg Blosser joined the meeting late.

**Proof of Notice of Meeting:** Ted Mitchell attested the meeting was posted per FL Statutes.

**Approval of Previous Minutes:** The meeting minutes from September 10, 2022, and October 15, 2022 passed unanimously. Motion was made by Gary Miller and seconded by Laura Bigda.

**Approval of 2023 Budget:** Dues for 2022 were $385 and dues for 2023 will be $460. Insurance is projected to increase anywhere from 30% to 100%. Inflation of all services such as gas, water, electricity has significantly increased. The dues will be allocated as such, $393 into operating budget and $ 67.00 will go into reserves. It cost approximately $138,300 to operate Portside on a daily basis. This does not include any extra projects or any major property expense. Painting of the decks will cost $150,000 just for the paint for the 187 units.This is approximately 3 gallons of paint per unit. This does not include taxes and labor. We will have to obtain bids for the painting.After the discussion a motion was made by Gary Miller to accept the 2023 budget as presented to the owner in November and seconded by Donna Nicholas. Homeowner dues will be $460 per month for the 2023 budget year.

**Discussion of Owner Request to Waive Certain Fees:** Ryan Sharp (Q3) made a request to the board that certainly late fees be waived on his unit. He owes late fees on his monthly assessment and his special assessment. The Board discussed if the Portside Documents/Bylaws allows the Board to waive any fees. The CAM will contact the Board attorney to determine the legality of this request. Mr. Sharp’s request will be reconsidered at the next Board meeting once a ruling is made by attorney.

**Adjournment:** The meeting ended at 10:18 am motioned by Gary Miller and seconded by Donna Nicholas. Board adjourned into Executive Session to discuss personnel.

**Minutes Submitted by Donna Nicholas, Board Secretary**