

West Towne Condominiums
2023 Annual Meeting Minutes - DRAFT
November 5th, 2023

1. Welcome and Introductions - Cheri and Kim Carryl of the Carryl Company Management, Board Members, Ellen Evans, Tamara Musillami, Gail Leider were present.
2. There was no quorum present.
3. Approval of meeting minutes from 2022: moved and approved.
4. Due to the necessary replacement of a few of the facility's Common Elements, condo owners were notified of S.U.L.C.E. (Shared Utilities Limited Common Elements) the expenses related to said elements and the responsibilities laid out under sections 7.2 and 11.3 of the West Towne Condo Association Documents. They specify as follows:

The water heaters located in the mechanical/storage room in each building is classified as Shared Utilities Limited Common Elements, or "S.U.L.C.E." All expenses of maintenance, repair or replacement of the aforementioned Elements shall be a common expense chargeable among the unit(s) served by such S.U.C.L.E. Each amount will be charged to the unit based on the percentage proportion of square foot area of each unit.

Two buildings are waiting on water heater replacement.

5. Presentation and discussion of the 2024 Budget:
 - Due to problems owners are having with financing, a moratorium on rentals will remain in place until condo ownership is at 80% and renters are at 20%.
 - Meters will be read and a curb fee sent out every 6 months.
 - The current portal being used will be discontinued as of January 1st 2024. A notice will be sent out in December announcing new payment procedures for 2024.

- Contract housekeeping/cleaning has gone up in cost as cleaning company has been changed. The current company will come in to clean every 2 weeks rather than just once a month.
- A type of water softener that doesn't involve a water softener or salt is being investigated to see if it's something that might work at WTC. The cost of salt went down this year.
- Condo complex insurance has gone up substantially. This is happening all over. Several insurance agencies are being contacted to see if we can reduce property insurance. Carryl Company was unable to pay 2023 insurance up front in order to get a credit as they were able to do last year.
- Postage/office fees have gone up due to an increase in the cost of postage and more info being disseminated.
- Asphalt and stripping were completed this year. Numbers will be added to each parking space in the spring of 2024.
- Electrical expenses have gone up as they have everywhere.
- A full audit of all owners/renter's fees for the last 2 years is being done to make sure all fees are accurate and being paid.
- Hydrants will be flushed in November and paid for by WTC.
- Any needed repairs will be reviewed and authorized by the board.
- An increase of 25.00 in condo fees making monthly condo fees 275.00 will start January 1st 2024. It will reduce the WTCA budget to 17,000. If the reserve becomes too low, an assessment may be called for.

6. Questions/Concerns for the Board and Carryl Company

- Better communication/response time from the Carryl Company.
- Better follow through on issues.
- As a security measure, all condo owners/renters should keep their patio lights on.
- More info to owners on what projects being done, why, where, cost etc.

- More transparency from the board on the WTCA budget.
- More timely and aggressive repairs made on buildings.
- Slanted sidewalk between buildings 545 and 549 needs to be repaired.
- Set up some kind of communication program for WTC owners/renters on the computer.

7. New Business

- A vacancy on the board has been filled by Haley McCarville.
- 2 parking stalls are for rent for 50.00 a month for stalls at 515/2 and 515/5.
- 2 rooms in the clubhouse and 4 maid's closets are available for rent.
- The November 2023 meeting notes will be emailed out to all owners.

8. Meeting adjourned at 7:30.

Please note: These meeting minutes will be submitted for approval at the 2024 Annual Meeting.