

# APPROVED JUNE 1, 2019

## Carillon Beach Association

115 Carillon Market Street – Suite 212, Carillon Beach FL 32413-1098

### MINUTES OF ANNUAL MEETING

Saturday, June 02, 2018

Held at 109 Village Way – The Meeting House

Carillon Beach FL 32413-1098

#### 1. Call to Order

The meeting was called to order by Board President Tom Clark at 9:04 am. D. Jones presented notarized affirmation that the meeting Notice was posted and distributed to all owners in accordance with Florida Statutes. Board members present were Tom Clark, Peter Kircher, Rich Coad, Steve Nail and Gary Smith. Also present were Don Jones/HOA Manager, Nicole Findley/HOA Administrative Assistant, Attorney Aaron White, Mike Hunnicutt, Compliance Officer and Rob Braniff, the new HOA Manager. Members present were Butch and Beth Yarbrough, Cinda Rell and Chris Pepper, Jerry and Carol Spurlock, Cody McDaniel, Mike and Susan Williams, Stan, Shep and Marcia Sheppard, Karen Sandel, Marie Paschal, Tom and Mary Jo Miller, Ken and Kim Mitchell, Dan and Terri Parker, Roy Bruce, Rhonda Gallaspy, Mike and Joan Warner, Richard Urrutia, Terry Ho, Steve Trimble, Lisa Fisher, Joyce Clark, Chuck and Lisa Chamberlain, Terri Ellis, Dino Velazquez, Terry and Kea Crowe, Charlie Noonan, Ed Woodside, Bruce and Warwick Woodall, Chris Coad, Bill Brockman, Tom Smart, Joyce Greathouse, Robert and Carol Collins, Kirsten McAndrew, Theresa Turner, Jim and Judy Corr and Bob Johnson.

#### 2. Introduction of Staff and Explanation of Election

Mr. Clark took a few moments to explain the way in which the Board is structured, i.e. that each member (in addition to the General Manager) has two particular areas of focus. He explained the organizational chart of the HOA's operation and introduced the Board members and staff.

D. Jones explained that the Board members' terms are staggered in that two are open for election one year, and three are open for election the next year. The two positions open this year were those of Tom Clark and Rich Coad; however, as no one other than them expressed a desire to run, an election was unnecessary and therefore not held.

#### 3. Approval of June 03, 2017 Annual Meeting Minutes

S. Nail made a motion to accept the Minutes of the 2017 Annual Meeting as written; the motion was seconded by P. Kircher, and it passed unanimously.

#### 4. Establishment of Quorum

It was determined that a quorum was established with at least 140 Proxies received of the (109 needed). The voting process was overseen by Attorney White. For the record, it was noted by Mr. Clark that all Proxies except one voted "YES"; therefore, the motion passed "... to approve of a rollover of surplus funds from 2018, if any, to be applied to the 2019 fiscal year".

#### 5. Reports

T. Clark presented an overview of the year's accomplishments which included:

Engaging the services of a Bay County Sheriff's deputy on "turn days" and on special days such as the Fourth of July and New Year's Eve

Met budget in 2017 with no dues increase

Refined Association planning process to include:

Ten year reserve plan  
Three year capital plan and operating expense project plan  
Annual budget

P. Kircher, Treasurer, briefly reviewed the Association finances stating that not only is the Association in a sound financial position, but it has over \$1.4 million in Reserves. In summary “The financial health of our Association remains Very Good”. It was also noted that the current year’s income and expenses are in line with the budget. Currently, there is only one delinquent owner accounts receivable. It was also noted that Carillon Beach Institute now has a reserve account (currently with a balance of approximately \$38k).

Mr. Kircher then explained the budget planning process which included a line item by line item review and the efforts that went into reducing and containing costs wherever possible.

Mr. Kircher stated that the installation of ipe at all Walkovers has been accomplished with #3 being the last one. In addition, renovations of the restrooms at Lake Carillon and Bellview Park Pools are complete and the Lily Pad Park project is complete. He noted that as often as possible, operating funds were used wherever possible thereby maintaining as much money as possible in the Reserve accounts.

HOA Manager D. Jones thanked the Board (including the Board members who hired him) for the opportunity to be a part of Carillon Beach for the past 6.5 years. He recognized the extraordinary support provided by past Boards and especially Nicole, Rene and the HOA’s subcontractors.

R. Coad, Vice President, gave an overview of his participation on the Design Review Board. Over the past year, the Community’s Town Planner changed from Mullin Architects, LLC (Marty Mullin) to Victoria Williams of VBA Design. He noted that CBA has assumed the financial processing function of the DRB process. Mr. Coad noted that with more homes being built, the issues of parking and storm water containment would be receiving more and more attention.

M. Hunnicutt, Compliance Officer, stated that over +80% of the Community was in compliance with the requirement for landscape lighting.

G. Smith, Vice President, updated the Community on the storm water control situation addressing minor flooding areas (bringing nearby homes into compliance with storm water plan, refreshing gravel, and continuing to use the emergency pump procedure as required) and larger flood prone areas (reviewing homes for compliance to their approved storm water treatment plan and gravel refreshment). It was noted that nothing can prevent flooding during a major rain event such as that that occurred in July 2013.

Attorney White explained that House Bill 631 “Customary Use” applies to ordinances after January 01, 2016. He does not envision this Bill to affect Carillon Beach owners and their right to use the beach. He discussed the various tools at the disposal of the HOA to enforce the obligations set forth in the Covenants. These tools range from fines to self-help/seeking reimbursement to injunction to damages law suits.

G. Smith reviewed the extensive work that has been done thus far in working with an engineering company, Southern Earth Sciences, to evaluate the Community’s streets and to recommend courses of action for the Board’s consideration. The preliminary studies (which included obtaining/analyzing core samples) have been done, and now the Board will entertain multiple recommendations upon which to solicit bids. All of these efforts will be done in conjunction with the expertise provided by Southern Earth Sciences.

S. Nail reviewed some of the past events as well as upcoming events which include the Easter Egg Hunt, Groovin’ On the Green, videos on the Green in July, Independence Day events (parade and Owners’ BBQ, sandcastle decorating), Santa’s visit, Sharing Tree, Tour of Homes and Winter Gathering. He thanked the Events Committee Chairperson, Marie Paschal, and the Members which include Karen Adams, Karen Sandel, Marla Hudson, Suzanne Smart, Joyce Clark, Terry Ellis, Chris Coad, Tammi Thomas and Ann Velazquez.

Real Estate Agent Fran Bright provided a brief summary of the year's real estate noting that in general, prices are up, inventory is up, and car traffic is higher than in past years. She encouraged everyone to support the Downtown merchants and restaurants, as their viability enhances the Community.

T. Clark presented the 2018 President's Awards in the form of Certificates of Appreciation to Marie Paschal, Nicole Fendley, Tammi Thomas, Joyce Clark, Robert Powell, Rene Mejia, and Chris Coad. On behalf of the Board and the Community, Mr. Clark expressed his thanks to D. Jones for his service to Carillon Beach.

6. The next Annual Meeting will be held on Saturday, June 01, 2019.

7. The meeting was adjourned at 11:40 am.

**Note: The meeting followed an outline provided by G. Smith in PowerPoint format. The complete file is posted on the owners' website.**