

**NOTE: There was an absence of a quorum at this
April 27th Meeting – Ballots have been issued to
ratify or reject the budget and special assessment.**

Notice for a Meeting of the homeowners – April 18, 2021

To be held by Zoom venue Internet video and options. Instructions for connection to Zoom at the end of this notice.

Meeting date and time - Tuesday evening April 27, 2021 – Start at 7:00 PM

First - Please reply to jhi@ezcloud.com that you have received this notice. Otherwise, according to the Bay Court Bylaws we will be required to send you a hard copy in the mail therefore adding to the expense of putting together the meeting and the mailing. Thank you.

Introduction – This past year has been dominated by the uncertainty that COVID 19 brought into our lives. In February of 2020, your board of directors was about to propose an increase to the monthly dues to better secure the Associations' ability to keep up with rising operating costs and increase the Reserve Fund to address future needs. With the uncertainty of COVID, the board held off and deferred spending Reserves for anything that was not absolutely necessary. In February of 2021, we revisited the circumstances at Bay Court and recognized, we cannot continue to defer a monthly increase, and after obtaining some planning estimates on projects that need to be addressed in the near term, we are asking that homeowners plan to raise the additional funds needed. Below is an overview of the situation and our proposals that we are asking you to support. We recognize that this will be challenging for all of us. We are concerned that if we do not act, the cost to catch up will be greater the longer we wait.

Purpose of the April 27 meeting:

1. **Discuss and set the monthly dues effective June 1, 2021.** Currently at \$185/month. The Board is recommending an increase to \$200.00 per month.
2. **Discuss and consider a Special Assessment of \$2600.00** to address:
 - a. Resurface the parking lot asphalt.
 - b. Repair and condition of the carport concrete floors and address drainage issues that would eliminate or significantly reduce the flow of rainwater into the carports.
 - c. Options for the collection of the proposed Special Assessment:
 - i. Collect in one installment due September 1, 2021.
 - ii. Collect in five installments:
 1. due September 1, 2021
 2. due March 1, 2022
 3. due September 1, 2022
 4. due March 1, 2023
 5. due September 1, 2023
 - iii. Other collection schedule – to be discussed and decided later.
3. **Fill a vacant Board seat** – recruit and elect a person to serve the vacant seat on the Board. Seeking someone from Buildings 100 or 500 as a member from one of those buildings to help balance representation of the buildings. While representation of the buildings is not a requirement, it is a desirable consideration. We are asking for volunteers.
4. **Other business** as may be raised by the homeowners.

If you are unable to attend this meeting, you may present your questions, comments, opinions, and your vote on Items #1. and #2. by email or letter addressed to Joe Hester Ingram, Secretary:

1. Email jhi@ezcloud.com
2. Letter – send to Bay Court PO Box 859, Morrisville, VT 05661
3. These communications must be received by Joe before the meeting opens on April 27, at 7:00 PM **if you are not attending**.
4. You may also issue a proxy to assign a person to represent you at the meeting and vote on your behalf. Please contact Joe to assign a proxy if you wish to use a proxy.

We are asking that you vote either by email, letter, or at the meeting on the following:

1. Approve raising the monthly dues to \$200/month – Yes or No.
2. Do you support a Special Assessment of \$2600.00 Yes or No.
 - a. If Yes, do you prefer:
 - b. Pay in One installment on September 1, 2021, or
 - c. Pay in Five installments as listed above.
3. Will you volunteer to serve on the board of directors?

Current financial Position – For your information

1. Cash in the Operating account for day-to-day expenses - current balance \$ 6,000. Since most of April’s expenses have been paid, this is a sufficient balance for operations.
2. Reserve Account for common property - current balance \$42,700

Projections at 2020 level for 2021 with no increase	Monthly	Annual Projection 2021
1. Monthly dues at \$185	\$ 10,360	\$ 124,320
2. 2020 Operating Expenses average/month	7,800.....	<u>93,556</u> ** See Below
3. Net contribution to Reserves/month	\$ 2,560.....	30,764

Projections with Proposed Monthly Increase effective June 1, 2021		
	Monthly	Projection to June 2022
1. Monthly dues at \$200	\$ 11,200.....	\$ 134,400
2. 2021 Operating Expenses average/month **	<u>7,956.....</u>	<u>95,472</u>
3. Net contribution to Reserves	3,000	36,000

Short term

Reserve Fund Projections for 2021	Expenses	Contributions	Balance
1. Reserve balance as of 04-27-2021			\$ 43,197
2. Addition to Reserve May		2,560	45,260
3. Addition to Reserve June – July – Aug		9,000	54,260
4. Repairs to exterior siding – common property	50,000		4,757
5. Addition to Reserves without a Special Assessment From Sept – to December Year End 2021		12,000	16,757

As you can see, the increase to \$200/month will help, but without a special assessment it will take 4-5 years to raise funds for the parking lot and carport floors without considering any of the other

short-term items that will likely arise. There are also other long-range repairs and replacements that we must raise money to cover.

These would include:

1. Removal and trimming of large trees that are a liability to the property.
2. Replace faulty electric line serving the carports.
3. Raise funds for the next building staining/painting in 5-6 years.
4. Building the fund to replace roof shingles in the next 20 years.

A more detailed list including what we should be adding to the Reserves annually will be available later in the spring.

Please reply to jhi@ezcloud.com or call 802 371 8810 to let us know if you will be attending the Zoom meeting or sending your votes before the meeting. Add any other comments and suggestions, or questions that you may have if you are unable to attend.

Thank you for your attention. We hope you will agree and find it possible to support our proposals and work together to address the common property projects outlined above.

Your Bay Court Directors and fellow homeowners:

Tania Azar
 John Ouellette
 Deb Tamayo
 Joe Hester Ingram
 Fred Hodgdon

**** Attachment – Operations 2020 – Budget 2021**

Expense	2020 Actual	2021 Budget 2% Increase
Limited Common Area Property & Fire Alarm	2,900	2,958
Common Electricity - Carports	3,800	3,876
Common Maintenance	3,250	3,315
Employee Wages - Labor & Admin-Tax	12,579	12,831
Employee WC Ins	700	714
Rubbish Removal & recycle	4,202	4,286
Snow removal	16,075	16,397
Grounds-Yard Care	9,100	9,282
Insurance	14,750	15,045
Insurance Claims	-	-
Federal Tax	-	-
Professional Services-Legal-consulting	2,000	2,040
Office and Communications	1,200	1,221
Vermont taxes and fees	-	-
Miscellaneous	-	-
Water/Sewer	23,000	23,460
Total Operational Expenses	93,556	95,424