

# ALTERRA

HOMEOWNERS ASSOCIATION, INC.

## Budget Meeting Minutes

September 23, 2019 at 6:30PM

First Baptist Church, South Campus

3309 James Redman Parkway, Plant City, FL 33566

### 1. Call to Order 6:30 PM

#### Verify Quorum: Quorum

John McDowell, Joshua Hook, Amie Dunn and Humberto Palacios present.  
Josh Lugo was not in attendance. 8 Homeowners attended the meeting.

**Timely Notice:** It was also determined that timely meeting notice had been mailed to all homeowners with an affidavit on file. Kelly Mauzy and Jennifer Conti represented McNeil Management.

**Approval on Minutes:** 2/26/2019 and 6/27/2019. Waived reading of the previous minutes.

**On Motion:** Duly made by Amie Dunn, seconded by Joshua Hook and carried unanimously.

**Resolve:** To approve minutes as presented to the Board.

### 2. Management Reports

**Financial Report:** Requested amounts in working capital and reserves for-  
Assests: Playground, Entrance Sign, Ponds, Parking Lots  
Surplus in 2019- Fix some issues

**Management reports:** Violations sent out for garbage (violation team had wrong county date for collections, all violations sent for garbage were rescinded).

### 3. Unfinished Business

**Supplemental Guidelines:** The BOD is completing work on the supplemental guidelines and have made a motion to approve once final draft is presented.

**On Motion:** Duly made by Amie Dunn, second by all board present to approve Supplemental Guidelines with changes as discussed at meeting.

**Resolve:** To approve supplemental guidelines.

**Community Message Board:** McNeil Management Services will submit to BOD samples to approve for install next to community post office boxes.

**Landscape Maintenance:** McNeil Management Services will submit to BOD vendor bids for new landscaping contract.

### 4. New Business

**Fining Committee:** Table until further notice.

**Newsletter:** BOD to complete with guidance from McNeil Management Services: Include the following topics: Illegal Dumping, lawn care (to include clippings), New Rules & Regs, Towing/ Parking education/ information

**Towing Company:** Find towing company and sign a towing agreement to address association property areas.

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**Breaker Box at Playground:** Add lock to breaker box as kids are opening and messing with the light timer. Handyman to complete

**Proposed 2020 Budget:** To review the proposed budget as presented for approval.

**On Motion:** Duly made by John McDowell, seconded by Joshua Hook and carried unanimously.

**Resolve:** To approve the proposed 2020 Budget as presented.

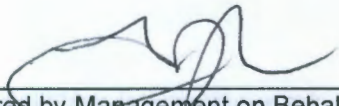
**5. Homeowner Comments:**

- Signage: Ask DR Horton to either fix/remove their flags and signs as damaged.
- Alterations
- Items being left outside (kids toys, trash, etc. in community areas as well as on homeowners lawns)
- Car parking: Parking directly opposite of one another so vehicles have difficulty getting through and also on curves.
- Stop Sign: Requested to remove (county dictated, cannot be removed).

**5. Director Comments:** Add website to future postcard mailings.

**6. Adjournment**

The meeting was adjourned at 7:38 PM.

  
Prepared by Management on Behalf of the BOD