

# ALTERRA

HOMEOWNERS ASSOCIATION, INC.

## Board Of Directors Meeting Minutes

June 29, 2020 at 6:30 PM

Virtual GO TO MEETING due to COVID-19

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

**Verify Quorum:** Quorum was established- Amie Dunn, Joshua Hook and Humberto Palacios were present. Josh Lugo was not in attendance. Five (5) Homeowners were in attendance.

**Timely Notice:** It was also determined that timely meeting notice and logon information had been posted on the community message board and the community website. Kelly Mauzy represented McNeil Management.

**Approval on Minutes:** Reading of the previous meeting minutes were waived.

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

**Resolve:** To approve the previous meeting minutes as presented to the board.

### 2. Management Reports

The May 31, 2020 Balance Sheet shows the association has \$44,899.76 in the operating budget and \$11,845.75 in pooled reserves. The association for the time period of January to May is under budget for actual expenses vs budgeted expenses. Eight (8) lots are delinquent status. Two (2) were sent to the collection's attorney in February, two (2) made their payments since the report and four (4) remain outstanding.

**On Motion:** Duly made by Amie Dunn, seconded by Humberto Palacios and carried unanimously.

**Resolve:** The delinquent April accounts will be turned over to the collections attorney as a notice was posted to the message board and community website on 3/31/2020 regarding the April 1 assessment and circumstances presented by COVID-19; an additional courtesy notice was sent on 5/15/2020.

The Violations Report was reviewed by the Board:

**On Motion:** Duly made by Amie Dunn, seconded by Humberto Palacios and carried unanimously.

**Resolve:** ID 10001, 9893, 9901 will be sent a final notice to correct their violations, if failed to meet compliance, the homeowner will then be turned over to the attorney. For ID 9973, manager to reach out to D R Horton to ask for assistance of a replacement exterior piece for the homeowner.

ACC Requests: From 5/15/20 to 6/12/20 Nine (9) requests were submitted, and all were approved.

### 3. Unfinished Business

**Landscaping Update:** Mulch is on the schedule for install of the common areas in mid-July.

**Amenities:** Miscellaneous repairs have been completed at the mailbox/playground/Basketball area. The basketball handle which operates the ability to increase or decrease the height continues to be vandalized/broken. The crank part of the handle has been removed until further notice.

**Newsletter:** The Spring 2020 Newsletter was hand delivered to all homeowners, with the exception of out of state owners, (who were mailed a copy) by Amie Dunn and Humberto Palacios. A copy of the newsletter has been posted to the association's website.

**Director Vacancy:** Candidate Adriana McDonald expressed interest in serving on the Board.

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**On Motion:** Duly made by Joshua Hook, seconded by Humberto Palacios and carried unanimously.

**Resolve:** To appoint Adriana McDonald to the Board. Her appointment to Director will fill the vacancy of the previous Board Member John McDowell's and his term.

#### 4. New Business

**Pressure Washing:** The common areas were inspected, and a decision was made by the Board to have the fencing and common areas cleaned. TEK Enterprises was awarded the contract and work is scheduled to be completed on 7/11/2020.

**Noise Ordinance:** The Governor for the State of Florida has passed a law which allows the use of fireworks on July 4<sup>th</sup> and New Years Eve. This law does not supersede any county ordinances which may be in effect. Only officers of the law can issue a citation. The HOA Board is not responsible for personally responding to noise complaints of other homeowners. Homeowners are asked to contact the local authorities regarding noise complaints.

**Commercial Vehicles:** The Board reviewed Page 21-22 Article IX: Use Restrictions, Section 8 Parking.

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

**Resolve:** To contact the association's attorney to draft a proposed amendment to the language regarding commercial vehicles, display of commercial advertising, allow golf carts and delete language which references the builder.

#### 5. Homeowner Comments:

- Homeowners leaving out trash receptacles, parking in grass
- ADA Yellow Mats (City to work with builder to finalize install)
- Grass clippings being dumped in retention ponds

#### 5. Director Comments: None

#### 6. Adjournment

The meeting was adjourned at 7:27 PM.

Approved by BOD at virtual meeting on 7/20/2020

Prepared by Management on Behalf of the BOD