

ALTERRA

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
November 9, 2020
Immediately following the Annual Member Meeting
First Baptist Church, South Campus
3309 James Redman Parkway, Plant City**

1. Call to Order

The meeting was called to order by President, Amie Dunn at 7:09 p.m. It was confirmed that the meeting notice was timely as it was mailed to owners at least fifteen (15) days in advance. Board members Josh Hook, Humberto Palacios and Adriana McDonald were also present. It was determined that a quorum was established. Doug Pinner represented McNeil Management.

Approval of Minutes: Board reviewed the prior board meeting minutes dated September 21, 2020.

On Motion: Duly made by Amie Dunn, second by Adriana McDonald and carried unanimously.

Resolve: To waive the reading of the minutes and approve as presented.

2. **Management Reports:** Manager presented financial reports and management reports.

3. Old Business Items

ADA sidewalk pads: The installation is underway by the city; however, owners indicated one of the installed safety pads is loose. Homeowners were directed to contact the City of Plant City to alert them regarding the situation.

Move fence away from ditch to prevent collapse near 608 Arbequina: Two bids have been received and Josh Hook is expecting to meet Florida State Fencing shortly to obtain a third quote.

On Motion: Duly made by Humberto Palacios, second by Adriana McDonald, carried unanimously.

Resolve: To approve the fence move project at a cost not to exceed \$3,000, pending potential receipt/review of proposal as requested from Florida State Fencing that the board will review and decide via email.

Pressure wash fence near 608 Arbequina: Final cleaning of areas will be completed after fence has been moved, so vendor can access other side of fence.

5. New Business Items

Lights at mailbox area: Adriana McDonald will follow up with Manager regarding electricians to obtain more proposals to change timers to photocells and repair lights as needed.

Parking at mailbox lot: Board agreed that additional details would be required if/when owners are reporting potential parking violations at the playground area. Such details would include description of vehicle, license plate number and dated photos over time, to illustrate the length of time parked.

Off-duty patrols: The board discussed hiring off duty Plant City Officers to patrol the community on random days and times to issue citations to violators.

On Motion: Duly made by Adriana McDonald, second by Amie Dunn and carried unanimously.

Resolve: To approve expense for a total of three (3), separate, 5-hour shifts for off duty officer patrols at random weekdays/times.

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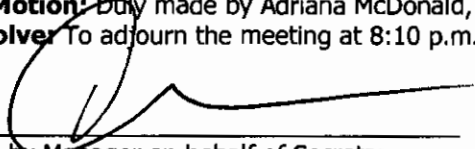
Camera surveillance: Adriana McDonald requested Manager send ISC contact information so she can meet with them to discuss security options.

4. Owners Comments: Homeowner asked that whenever a newsletter is sent out, please include request for owners to pick up after their pets. Additionally, Manager will add a statement to the Assessment Notice requesting pet owner responsibility.

5. Adjournment

On Motion: Duly made by Adriana McDonald, second by Amie Dunn and carried unanimously.

Resolver To adjourn the meeting at 8:10 p.m.



Prepared by Manager on behalf of Secretary