

# ALTERRA

HOMEOWNERS ASSOCIATION, INC.

**Budget & Board of Directors Meeting  
August 18, 2022  
First Baptist Church of Plant City  
3309 James Redman Parkway, Plant City, FL 33566**

## 1. Call to Order

The meeting was called to order by President Adriana McDonald at 6:32 p.m. Board member Joshua Hook was also present therefore a quorum was established. It was determined that timely notice of the meeting was posted. Jeana Wynja represented McNeil Management.

**Approval of Minutes:** The Board reviewed the prior board meeting & special meeting minutes dated May 23, 2022.

**On Motion:** Duly made by Adriana McDonald, second by Joshua Hook and carried forward.

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

**2. Management Reports:** Manager presented financial reports and management reports. All alteration applications are current. The Board decided to send a Final Notice to the following Unit ID #'s: 9977, 9901 and 9974. Manager indicated that the recorded parking amendment was mailed to all owners on July 15, 2022.

**3. Old Business Items - None**

## 4. New Business Items

**Fine Procedure for Parking Violations:** The board reviewed the Fine Procedure for Parking Violations as prepared by the Association's attorney. The Board also agreed to levy fines according to the Fine Procedure (\$100 per day for 10 days) for Unit ID #'s 9945 and 9994.

**On Motion:** Duly made by Adriana McDonald, second by Joshua Hook and carried forward.

**Resolve:** To approve the Fine Procedure for Parking Violations as presented and to approve levy of fines for Unit ID #'s 9945 and 9994 as per Fine Procedure.

**2023 Budget:** Manager stated that the 2023 Budget notice postcard was mailed to all owners on July 29, 2022. The Board decided to move \$10,000 from operating to reserves to bring reserves in line with reserve study. The board reviewed the proposed budgets and decided to increase assessments by \$20 per quarter, making the new quarterly assessment amount \$200.

**On Motion:** Duly made by Adriana McDonald, second by Joshua Hook and carried forward.

**Resolve:** To move \$10,000 from operating to reserves, and to approve the 2023 budget increase to \$20 per quarter, making new quarterly assessment amount \$200.

**Pressure washing proposal:** The Board would like to proceed with vendor Palaces Pressure Wash, with the following adjustments to the proposal: entire fence line along Johnson Road instead of spot cleaning, and to clean the fence area at Arbequina cul-de-sac. Manager will reach out to vendor to send new proposal and to earmark start date for November 1<sup>st</sup>.

**Fiber distribution event throughout community:** Owners stated concerns still with Frontier. Manager provided owners with name/phone number for JC Perez with Draft Pros, contractor for Frontier. His cell phone number is (786) 379-3282 and he indicated that anyone who has concerns regarding the fiber distribution event in the community can call him direct. Alterra Homeowners Association has not been involved in the coordination of the event.

# ALTERRA

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H O M E O W N E R S   A S S O C I A T I O N ,   I N C .

**5. Owners Comments:** Owner concern with excessive parking on the streets and ability of the new trash trucks being able to access cans. Research to be performed regarding contact at City of Plant City Police Department for guidance.

**6. Adjournment**

**On Motion:** Duly made by Joshua Hook, second by Adriana McDonald and carried forward.

**Resolve:** To adjourn the meeting at 7:18 p.m.

APPROVED BY THE BOARD OF DIRECTORS 4/13/2023

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Prepared by Manager on behalf of Secretary