

ALTERRA

HOMEOWNERS ASSOCIATION, INC.

**Budget & Board of Directors Meeting
April 13, 2023
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 minutes dated August 18, 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.

Appoint Director: On September 7, 2022, Joshua Lugo submitted his resignation letter from the Board of Directors/Vice President position. The Board decided to appoint Malia Combs to fill the position.

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

Resolve: To appoint Malia Combs to the Board of Directors/Vice President position.

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, 9892, 9904, 9909, 9924, 9958, and 9945. Fine Procedure/Parking Violations information was mailed to all homeowners on August 23, 2022. The 2023 Assessment Notice w/Budget was mailed to all homeowners on November 30, 2022.

3. Old Business Items

SWFWMD Permit Renewal: The SWFWMD Permit inspection was performed by CES Engineering this year. To renew the permit, numerous improvements are needed. Four proposals to improve areas were received, and the Board decided to engage Solitude Lake Management to have the work performed for \$12,000.

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

Resolve: To approve proposal from Solitude Lake Management for \$12,000 to perform work for SWFWMD permit renewal.

Aquatic Vegetation: Solitude Lake Management presented a proposal for \$150 to place vegetation in section of shoreline that is eroding.

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

Resolve: To approve the proposal for aquatic vegetation as presented.

Solitude Lake Management - Addendum to Contract: The SWFWMD permit inspection identified an area of the berm that was assumed to be the neighbors to the west but is the responsibility of Alterra HOA. Proposal from Solitude Lake Management presented to increase monthly contract by \$125 to keep the area maintained.

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

Resolve: To approve the Addendum to Contract as presented.

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4. New Business Items

Preservation of Covenants and Restrictions: Per Florida Statutes, the Board is required to consider the filing of a notice to preserve the covenants / restrictions affecting the community from extinguishment under Marketable Record Title Act (MRTA) at the 30-year mark. The Association is currently 6 years old. The Board will need to have a meaningful conversation with the Association's attorney closer to the 30-year mark.

Disclosure of contracts with directors: Florida Statutes allows for directors to also be contractors/vendors for the Association with proper disclosure. This is to disclose that Board Member Joshua Hook is the owner of Cesky's Outdoors (soon to be Sculpting Outdoors) and Cesky's performs landscaping maintenance for the Association. Josh acknowledged that he abstains from voting on proposals presented to the Association from his company.

Proposal for St. Augustine sod from Cesky's Outdoors: Adriana was presented with a proposal for installing sod at both entranceways where sprinklers have coverage for \$4,300. Addendum to the contract was also presented to include increase for fertilization/pesticide service for \$150/month.

On Motion: Duly made by Adriana McDonald and carried forward.

Resolve: To approve the proposal for St. Augustine sod and addendum to the contract for fertilization/pesticide from Cesky's Outdoors as presented.

Tenant Lease Application: The Board approved the new Tenant Lease Application which will be made available on the Association's website.

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

Resolve: To approve the Tenant Lease Application as presented.

5. **Owners Comments:** none.

6. Adjournment

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

Resolve: To adjourn the meeting at 7:06 p.m.

APPROVED BY THE BOARD OF DIRECTORS 07/13/2023

Prepared by Manager on behalf of Secretary