



# Anclote Reserve

The Anclote Reserve Homeowners Association, Inc.

Board of Directors Meeting

February 21, 2024 – 3:00 p.m.

Virtual Meeting – Microsoft Teams

**CALL TO ORDER:** The meeting was called to order at 3:01 p.m. by Community Manager Alex Nazario.

**PROOF OF NOTICE OF MEETING:** This was not reviewed.

**ESTABLISH QUORUM:** A quorum was established. In attendance were:

Name	Position	Present	Absent
Ed Burga	President	X	
Everrett Butler	Vice President	X	
Jeremy T. Slater	Secretary	X	
Justin Nikolich	Treasurer	X	
Ben Roddey	Director	X	

Alex Nazario, Community Manager, was also present.

**DISPOSAL OF MEETING MINUTES:** The review of the January meeting minutes. Ben requested that the meeting minutes needed to be corrected to reflect that we received a “presentation” and not a “proposal” from Susan. Alex recommended changing the language to reflect that the Board reviewed the bids that were received in section 1b.

A motion was made by Ben Roddey to reject the meeting minutes and to review them at the next meeting. The motion was seconded by Ed Burga and was unanimously approved.

## **DIRECTORS REPORT:**

- Presidents Report: Ed had no updates.
- Treasurer: Justin updated the Board that he has personally met with the accounting and finance team at the management company and he will be working on putting some controls in place to mature the processes.
- Secretary: Jeremy had no updates.
- Management Report: Alex advised they processed about 10 violations last week mostly related to landscaping. There continues to be street parking issues on Night Star and Wild Berry. Alex and Ed reached out to Green Acres to request their violation log for review to ensure they are on the same page. Alex will provide the Board with a violation report of open and closed violations at the end of the month. Alex has been working with Kevin at Liberty Landscaping on multiple issues.

## **OLD BUSINESS:**

### 1) Gates

- a. Alex reviewed the details of the three bids provided.
- b. Alex's recommendation is to go with American Access Controls.
- c. A motion was made by Ben Roddey to approve American Access Controls. Ed Burga seconded the motion. Discussion was held regarding the \$15,000 difference between the lowest bid and the bid of the vendor being recommended as well as exploring options to see if we could get lower pricing from American Access Controls. A vote was called with Ed Burga, Everett Butler, Justin Nikolich and Ben Roddey approving, Jeremy Slater opposed.

### 2) Trees and Landscaping

- a. Alex discussed the bid to replace the sod at the entrance to the community. Ed discussed the irrigation needs for the area. There was a discussion about getting some additional bids for this work, given the cost. A motion was made by Jeremy Slater to reject the bid as presented. Ed Burga seconded the motion. A vote was held and passed unanimously.

### 3) Lighting

- a. Alex discussed having the hardware purchased by the association and the labor donated by Ed Burga and Ben Roddey with a not to exceed of \$1750. A motion was made by Ed Burga to except the not to exceed number of \$1750. The motion was seconded by Ben Roddey. A vote was held and passed unanimously.
- b. Alex discussed the tree trimming project and advised that Ben Roddey had volunteered to provide the truck, trailer, labor and materials to trim the

communities trees at no cost. There was a discussion about ensuring that there was a certified arborist to sign off on the work. Ben agreed to get the letter from a certified arborist. A motion was made to approve the tree trimming work by Ben with the stipulation that there is an arborist on staff that provides certified approval and subsequent review of the trimming work. A discussion was held about allowing home owners to opt-out of the tree trimming work. A discussion was held about the ongoing commitment for Ben going forward. Ben confirmed that this would be reviewed in 12-24 months. The motion was made by Ben Roddey. The motion was seconded by Ed Burga. A vote was held and passed unanimously.

#### 4) Roadway Conditions

- a. Alex discussed the incident where a child was involved in an accident on the road and the potential liability. There was a bid received to fix the defect from Express Asphalt Solutions. The pricing was \$5203.20 to repair the 15x15 area. Alex discussed the potential need for sealcoating the community. There was a discussion about getting multiple bids to sealcoat the community. The board requested Alex to get multiple bids for the work and they would be reviewed at the next board meeting.

There was a discussion about posting the bids on the Anclote website.

There was a discussion about posting the draft meeting minutes to the website. Alex clarified there is no statutory requirements to post the meeting minutes in "x" amount of time.

There was a discussion about the Board SOP that had been previously proposed.

#### **NEW BUSINESS:**

- a. There was no new business on the agenda.

#### **ADJOURNMENT:**

A motion was made by Ed Burga to adjourn the meeting. The motion was seconded by Everett Butler and it was approved unanimously. The meeting adjourned at 4:04 p.m.