



MANAGEMENT & ASSOCIATES

October 25, 2024

**Re: Anclote Reserve Homeowners Association, Inc.
1st Notice of Annual Meeting**

Dear Homeowner(s):

The Annual and Budget meetings for Anclote Reserve will be held on **November 20, 2024 starting at 6:00PM**

There are five (5) positions available for a one (1) year term open on the Board of Directors.

If you are interested in serving on the Board, please return the enclosed Notice of Intent to Management and Associates by November 2, 2024. Additional enclosures include a draft of the proposed FY25 Budget and a return envelope for the Notice of Intent

Should you have any questions, please do not hesitate to contact me via email at anazario@mgmt-assoc.com.

Sincerely yours,

Alex Nazario
Director of Business Development, LCAM
On behalf of
Anclote Reserve Board of Directors

Enclosures: (as stated)

NOTICE OF ANNUAL MEETING

ANCLOTE RESERVE HOMEOWNERS' ASSOCIATION, INC.

NOTICE IS HEREBY GIVEN that the Annual and Budget Meeting of the Anclote Reserve Homeowners Association, Inc., shall be held at the following date, time and place:

DATE: Wednesday, November 20, 2024

TIME: 6:30 p.m.

PLACE: Starkey Ranch Welcome Center
2500 Heart Pine Ave Odessa, FL 33556

The Agenda for this meeting will be as follows:

1. Call To Order
2. Roll Call of Current Board
3. Director Reports
4. Manager Reports
5. Certification of Proxies
6. Election of Officers
7. Adjournment

The Organizational Meeting of the Board of Directors will be held immediately following the adjournment of the Annual Members Meeting. You are invited to stay and attend this meeting if you so choose.

Dated this 25th of October, 2024

Alex Nazario, LCAM
Director of Business Development

NOTICE OF BUDGET MEETING

ANCLOTE RESERVE HOMEOWNERS' ASSOCIATION, INC.

NOTICE IS HEREBY GIVEN that the Annual and Budget Meeting of the Anclote Reserve Homeowners Association, Inc., shall be held at the following date, time and place:

DATE: Wednesday, November 20, 2024

TIME: 6:00 p.m.

PLACE: Starkey Ranch Welcome Center
2500 Heart Pine Ave Odessa, FL 33556

The Agenda for this meeting will be as follows:

1. Call To Order
2. Roll Call of Current Board
3. Approval of FY25 HOA Budget
4. Adjournment

Dated this 25th of October, 2024

Alex Nazario, LCAM
Director of Business Development

**NOTICE OF INTENT FOR CANDIDACY FOR THE BOARD OF DIRECTORS OF THE
ANCLOTE RESERVE HOMEOWNERS' ASSOCIATION
2025 ELECTION OF DIRECTORS**

I, _____, hereby place my name in nomination as a candidate for the Board of Directors. I understand that I am responsible for the accuracy of the information contained below.

Signature

Print Name:

Address:

Phone Number:

BIOGRAPHICAL INFORMATION: _____

As per Florida Statute, Chapter 720.306, Section 9, (b) - A person who is delinquent in the payment of any fee, fine or other monetary obligation to the association for more than 90 days is not eligible for board membership. A person who has been convicted of any felony in this state or in a United States District or Territorial Court or has been convicted of any offense in another jurisdiction which would be considered a felony if committed in this stated, is not eligible for board membership unless such felon's civil rights have been restored for at least 5 years as of the date on which such person seeks election to the board.

Continued

New Board Member Certification: Each director must certify in writing to the secretary of the Association within 90 days after being elected or appointed to the board; that he or she has read the association's bylaws, articles of incorporation, proprietary lease and current written policies, that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the association's members. In the alternative, within 90 days after being elected or appointed to the board, the newly elected or appointed director may submit a certificate of having satisfactorily completed the educational curriculum administered by a Division approved education provider within 1 year before or 90 days after the date of election or appointment. Both of those certificates will be valid for the uninterrupted tenure of the director on the board. A director who does not timely file the written certification or educational certificate must be suspended from the board until he or she complies with the requirement and the board may temporarily fill the vacancy during the period of suspension.

RETURN TO MANAGEMENT BY 5:00 P.M. NOVEMBER 1, 2024:

Via Mail:

**Management and Associates
720 Brooker Creek Blvd., Suite 206,
Oldsmar, Florida 34677**

Via Facsimile:

813-433-2040

Via Email:

clanzilottavaras@mgmt-assoc.com

Anclote Reserve HOA Inc.
Proposed Annual Budget January 1, 2025-December 31, 2025

Account Number	Description	2024 July	Estimated Remainder	Total Estimated	Budget 2024	Estimated Variance	Budget 2025	
6010-000	MAINT FEE - OPERATING	\$95,151.35	\$ 67,965.25	\$163,116.60	\$163,116.25	\$0.35	\$146,809.25	
	MAINT FEE - RESV - STREETS/WALKS	\$20,416.69	\$ 14,583.35	\$35,000.04	\$35,000.00	\$0.04	\$0.00	
	MAINT FEE - RESV - GATES	\$5,833.11	\$ 4,166.51	\$9,999.62	\$10,000.00	(\$0.38)	\$0.00	
	MAINT FEE - RESV - MAILBOX	\$4,083.31	\$ 2,916.65	\$6,999.96	\$7,000.00	(\$0.04)	\$0.00	
	MAINT FEE - RESV - DEF MAINT	\$0.00	\$ -	\$0.00	\$0.00	\$0.00	\$77,655.44	Accounts for Reserve Study
6070-000	INTEREST INCOME-OPERATING	\$31.96	\$ 22.83	\$54.79	\$0.00	\$54.79	\$0.00	
6071-000	INTEREST INCOME - RESERVES	\$936.95	\$ 669.25	\$1,606.20	\$0.00	\$1,606.20	\$0.00	
6082-000	LATE FEE INCOME	\$1,250.00	\$ 892.86	\$2,142.86	\$0.00	\$2,142.86	\$0.00	
6083-004	OTHER INCOME-TRANSMITTERS	\$200.00	\$ 142.86	\$342.86	\$0.00	\$342.86	\$0.00	
6083-099	OTHER INCOME - PRE-LIEN	\$490.00	\$ 350.00	\$840.00	\$0.00	\$840.00	\$0.00	
6900-000	INCOME TRANSFER TO RESERVE	(\$30,333.31)	(\$21,666.65)	(\$51,999.96)	(\$52,000.00)	\$0.04	(\$77,655.44)	Per Reserve Study
6901-000	INTEREST TRANSFER TO RESERVE	(\$936.95)	(\$669.25)	(\$1,606.20)	\$0.00	(\$1,606.20)	\$0.00	
	TOTAL REVENUES	\$97,123.11	\$69,373.65	\$166,496.76	\$163,116.25	\$3,380.51	\$146,809.25	
ADMINISTRATIVE								
7110-000	INSURANCE - GENERAL	\$7,263.76	\$ 5,188.40	\$12,452.16	\$14,000.00	\$1,547.84	\$14,000.00	2024 Premium was approx \$12.5k. 2025 Premium is at an approx \$13.7k.
7210-000	LEGAL AND PROFESSIONAL	\$1,336.95	\$ 954.96	\$2,291.91	\$10,000.00	\$7,708.09	\$8,000.00	
7212-003	PROFESSIONAL - CPA FEES	\$0.00	\$ 300.00	\$300.00	\$1,000.00	\$700.00	\$500.00	
7310-002	TAXES - CORP ANNUAL	\$61.25	\$ -	\$61.25	\$61.25	\$0.00	\$61.25	Same fee every year.
7410-000	MANAGEMENT FEE	\$9,240.00	\$ 6,600.00	\$15,840.00	\$13,860.00	(\$1,980.00)	\$14,553.00	Accounts for 5% increase
7510-004	ADMIN EXPENSES-OFFICE SUPPLIES	\$309.77	\$ 221.26	\$531.03	\$750.00	\$218.97	\$750.00	
7510-005	ADMIN EXPENSES-POSTAGE	\$199.32	\$ 142.37	\$341.69	\$500.00	\$158.31	\$500.00	
7510-008	ADMIN EXPENSES-MISC	\$0.00	\$ -	\$0.00	\$3,000.00	\$3,000.00	\$1,500.00	Most of your mailers and other admin items (gates, etc) come out here
7510-099	ADMIN EXPENSES - 45 DAY PRE LIEN	\$175.00	\$ 125.00	\$300.00	\$0.00	(\$300.00)	\$0.00	Always assumed to be 0
7810-000	UNCOLLECTIBLE ASSESSMENTS	\$0.00	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	Always assumed to be 0
	TOTAL ADMIN EXPENSES	\$18,586.05	\$13,532.00	\$32,118.05	\$43,171.25	\$11,053.20	\$39,864.25	
SERVICES AND UTILITIES								
8110-000	R&M - GENERAL	\$1,434.04	\$ 1,024.31	\$2,458.35	\$4,000.00	\$1,541.65	\$4,000.00	For any necessary repairs and maintenance items outside of reserve
8110-024	R&M - PRESSURE CLEANING	\$0.00	\$ -	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	
8014-000	SECURITY - GATE MAINTENANCE	\$30,317.43	\$ 21,655.31	\$51,972.74	\$2,000.00	(\$49,972.74)	\$5,000.00	To account for barrier arm maintenance
8210-000	GROUND MAINTENANCE - GENERAL	\$16,800.00	\$ 12,000.00	\$28,800.00	\$35,000.00	\$6,200.00	\$33,000.00	
8210-006	GROUNDS - SUPPLIES	\$0.00	\$ -	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00	
8210-007	GROUNDS - LANDSCAPE	\$1,472.46	\$ 1,051.76	\$2,524.22	\$15,000.00	\$12,475.78	\$15,000.00	For hopeful landscape replacement projects in 2024
8210-008	GROUNDS - IRRIGATION GENERAL	\$687.00	\$ 490.71	\$1,177.71	\$7,500.00	\$6,322.29	\$2,000.00	
-	GROUNDS - TREE TRIMMING	\$0.00	\$ -	\$0.00	\$9,345.00	\$9,345.00	\$9,345.00	
8710-001	UTILITIES - ELECTRIC	\$337.34	\$ 240.96	\$578.30	\$1,000.00	\$421.70	\$1,000.00	Not shown on this line item, but still needed for gate and irrigation
8710-003	UTILITIES - ELECTRIC - STREET LIGHTS	\$14,265.39	\$ 10,189.56	\$24,454.95	\$35,000.00	\$10,545.05	\$27,500.00	
8710-008	UTILITIES - WATER/SEWER	\$1,370.50	\$ 978.93	\$2,349.43	\$3,500.00	\$1,150.57	\$2,500.00	For irrigation
-	MISC - SOCIAL EVENTS	\$0.00	\$ -	\$0.00	\$2,400.00	\$2,400.00	\$2,400.00	
-	MISC - HOLIDAY LIGHTING	\$0.00	\$ 1.00	\$1.00	\$1,200.00	\$1,199.00	\$1,200.00	
	TOTAL SERVICES & UTILITIES	\$66,684.16	\$47,631.54	\$114,315.70	\$119,945.00	\$4,429.30	\$106,945.00	
	TOTAL EXPENSES	\$85,270.21	\$61,163.54	\$146,433.75	\$163,116.25	\$15,482.50	\$146,809.25	
	NET EXCESS/(DEFICIT)	\$11,852.90	\$8,210.11	\$20,063.01	\$0.00	(\$12,101.99)	\$0.00	
		\$224,464.69	New 2025 2024	\$346.40 per quarter	\$331.97 per quarter			
	Qtr Var			\$14.43				
	Mo Var			\$4.81				