

ANCLOTE RESERVE HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

Date: April 16, 2025

Time: 6:13 PM

Location: Starkey Ranch Welcome Center

I. CALL TO ORDER

The meeting was called to order at 6:13 PM.

II. ROLL CALL

Present:

- Everett Butler, President
- Edgar Burga, Vice President
- Manny Arruda, Secretary
- Benjamin Roddey, Director at Large

Absent:

- Justin Nikolich, Treasurer

Also Present:

- Kim Morris, Property Manager, Resource Property Management
-

III. PROOF OF NOTICE

Proof of notice was provided more than 48 hours in advance of the meeting.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

MOTION: Everett Butler motioned to approve the previous meeting minutes.

SECOND: Edgar Burga

VOTE: All in favor. Motion carried.

V. DIRECTORS REPORTS

President's Report: Everett Butler presented the President's Report.

VI. MANAGER REPORT

Kim Morris presented the Management Report.

VII. HOMEOWNER FORUM

No homeowners were present for the homeowner question portion.

VIII. NEW BUSINESS

A. Green Space - Landscape Architect Proposal

MOTION: A motion was made to accept the proposal from Juniper for a landscape architect in the amount of \$3,500.00, pending the Treasurer's review of the budget.

SECOND: Benjamin Roddey

VOTE: All in favor. Motion carried.

B. Collections Policy

The Collections Policy was reviewed.

MOTION: Benjamin Roddey motioned to accept the Collections Policy.

SECOND: Manny Arruda

VOTE: All in favor. Motion carried.

C. Meeting Participation Policy

The Meeting Participation Policy was reviewed.

MOTION: Everett Butler motioned to accept the Meeting Participation Policy.

SECOND: Benjamin Roddey

VOTE: All in favor. Motion carried.

D. Document Review - Enforcement Policy

Document review was discussed.

MOTION: Everett Butler motioned for the attorney to draft an enforcement policy in line with the governing documents.

SECOND: Benjamin Roddey

VOTE: All in favor. Motion carried.

E. Sidewalk Grinding Proposals

Sidewalk grinding proposals were reviewed.

MOTION: Everett Butler motioned to go with Dynasty Property Solutions, who will mark the areas noted. Homeowners will have the option to take care of their identified trip hazard area themselves or have Dynasty complete the work at the group rate.

SECOND: Edgar Burga

VOTE: All in favor. Motion carried.

ACTION: A notification letter will be sent to homeowners informing them of their options.

F. Compliance - Violation Management

MOTION: Everett Butler made the motion to approve adding violation compliance to the current management contract.

SECOND: Benjamin Roddey

VOTE: All in favor. Motion carried.

G. Front Entrance Gate Proposals

Front entrance gate proposals were reviewed and discussed. Manny Arruda disclosed that he owns a company that could provide services and would need to excuse himself from any voting on this matter.

MOTION: Everett Butler motioned for Manny Arruda to review all systems that he has access to and make a recommendation to the board, with a not-to-exceed amount of \$10,000, as the lowest bid was in line with that amount.

SECOND: Benjamin Roddey

VOTE: Everett Butler - Yes; Benjamin Roddey - Yes; Edgar Burga - Yes; Manny Arruda - Abstained. Motion carried.

IX. ADJOURNMENT

MOTION: Everett Butler motioned to adjourn the meeting.

SECOND: Manny Arruda

VOTE: All in favor. Motion carried.

The meeting was adjourned.