

**Board of Directors Meeting  
Del Tierra HOA  
September 19, 2023  
APPROVED MINUTES**

**CALL TO ORDER**

The meeting was called to order at 6:00 pm

**DETERMINATION OF A QUORUM**

A quorum was confirmed at the start of the meeting with Chris Yates, Emma Cecil, Mike Lynch, Bob TenHaaf, and Hector Morales, present. Joe Dobson, CAM was also present.

**CONFIRMATION OF PROPER MEETING NOTICE**

Notice was posted in accordance with the Bylaws of the Association and requirements of Florida Statutes.

**MINUTES**

Mike motioned to approve the August minutes. Chris seconded. **The motion passed unanimously.**

**Review board of directors meeting process and rules:** Chris provided details on meeting process and member interaction during the meeting.

**Reports:**

- a. **Financial:** Hector reviewed the August 2023 Financial report. Chris motioned to accept the report. Mike seconded. **The motion passed unanimously.**
  
- b. **Management Report:** Joe gave updates on the Hearing Committee, ARC Committee, Fitness Center Treadmills, Pool, Collections, HOA Janitor/Handyman, Leases, Gates, Fountains, Insurance Renewal, and Inspector Violations Summary/Fines. Chris Motioned to approve the Management Report. Mike seconded. **The motion passed unanimously.**

**OLD BUSINESS:**

- a. Bob advised that he and Mike had met with Brightview and provided an update on the status of the landscaping. Bob made a motion that we go out for three bids on the landscaping contract to replace Brightview. Mike seconded. **The motion passed unanimously.**

**NEW BUSINESS:**

- a. Holiday Lighting Proposals – The board was presented with three proposals for the HOA Holiday Lighting. Giella Designs for \$4,500; M Holiday Décor for \$13,674.00 - \$16,793.67 + hiring an electrician; and Festive Lighting Pros for \$11,505.00. Mike made a motion to accept the Festive Lighting Pros proposal. Bob seconded. **The motion passed unanimously.**

- b. Brightview Proposal for Palm Pruning – to prune the palm trees in the common areas for \$5,065.00 - Chris made a motion to approve, Mike seconded and the **Motion Passed Unanimously.**
- c. Brightview Proposal for Palm Tree removal \$425.00 – To remove dead Sabal Palm in front of south monument sign and stump grind to ground level. Chris made a motion to approve, Mike seconded and the **Motion Passed Unanimously.**
- d. Brightview Proposal Palm Tree injections – To treat the 9 Date Palms for lethal bronzing Phytoplasma 3 times Oct 2023, Feb 2024, Jun 2024 for a total of \$675.00. Chris made a motion to approve, Mike seconded and the **Motion Passed Unanimously.**
- e. Mulch Proposals – The board was presented with three mulch proposals – Brightview had two proposal's one for common area at \$60,039.56; Big Earth for \$15,419.05, with Abel doing a bid to spread at \$14,400; Ramco to deliver and spread at \$22,020.00. Chris made a motion to accept Ramco's Mulch Proposal. Mike seconded. **The motion passed unanimously.**
- f. Signet Pool Proposal – To replace Filter Grids in pool filtering system 56 total filters \$2,722.00. Chris made a motion to approve, Mike seconded. **The motion passed unanimously.**
- g. Signal88 Patrol Proposal – Mike had requested a proposal for additional patrol days by Signal88. After significant discussion about efficiency in patrols the motion was made to not accept this proposal at this time. Mike made a motion to not approve the proposal. Chris seconded. **All board members agreed to not accept the proposal.**
- h. Cascade Fountains Proposal – to replace the motor and install a new pump end on Fountain #7 for \$5,915.00. Bob motioned to accept the proposal. Chris seconded. **The motion was passed unanimously.**
- i. Pergola Footing Replacement – Mike made a proposal to replace the rotting wood around the footings of the 3 pergolas. The board decided to replace all 18 bases. Rough estimate of costs to be \$300 plus tax, paint, hardware, and handyman labor. Mike made a motion to approve. Bob seconded. **The motion passed unanimously.**
- j. Posting of Official HOA information – Mike brought a request to the board to put a deadline on emailed information for posting on the Del Tierra HOA website. The board agreed that if there is no response from anyone by the deadline date, the information is able to be posted.
- k. MyQ App Community Release – a motion was made by Chris to release the MyQ App to the community on September 25, 2023. Mike Seconded. **The motion was passed unanimously.**
- l. Town Halls – The board discussed holding Town Hall informational sessions about the MyQ App for the community. Dates TBD.
- m. Removal of Board Members – Mike brought up a discussion about the process for removal of board members.

**Resident Comments:** Residents voiced issues with the landscaping company. The board is addressing this.

**ADJOURNMENT**

There being no further business, a motion was made by Chris and seconded by Mike to adjourn the meeting. The meeting was adjourned at 7:25 pm.

Respectfully submitted,

Joe Dobson, CAM