

**Board of Directors Meeting  
Del Tierra HOA  
October 17, 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, 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 September 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 September 2023 Financial report. Chris motioned to accept the report. Bob seconded. **The motion passed unanimously.**
- b. **2024 Preliminary Budget:** Hector reviewed the 2024 Preliminary Budget stating that after the Reserve study is completed and the Landscape bids are in, we should have it finalized and ready to vote on at the November Board of Directors meeting.
- c. **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. Hector seconded. **The motion passed unanimously.**

**OLD BUSINESS:**

- a. Brightview Landscaping - Bob advised that he and Mike attempted to meet with Brightview again but were unable to secure a date for a meeting due to Brightview not following through.
- b. Signal88 Patrol – Mike gave an update on the meeting he had with the owner and the operations manager. Mike presented a “Parking Enforcement Guidelines” to the board. Chris made a motion to adopt

the "Parking Enforcement Guidelines" to give to Signal88 for their Patrols. Mike seconded. **The motion passed unanimously.**

### **NEW BUSINESS:**

- a. HOA Attorney Proposals –The board was presented with four (4) proposals for a new HOA Attorney Representation. Najmy/Thompson; Icard Merrill; Tannenbaum/Lemole/Hill and Mankin Law Group. Bob made a motion to move to Mankin Law Group who is currently our collections attorney. Mike seconded. **The motion passed unanimously.**
- b. Collections Foreclosures – The board was presented with two (2) accounts that have been with the collections attorney with no success in communicating with the homeowners. These accounts were requested by the collections Attorney to be put into Lien – foreclosure status. Hector made a motion to move forward with the foreclosures. Chris Seconded. **The motion passed unanimously.**
- c. Gym Source Quote – The board was presented with a quote of \$1,707.72 to purchase and replace the third treadmill display. Chris made a motion to approve the quote. Mike seconded the motion. **The motion passed unanimously.**
- d. Reserve Study – The board was presented with a proposal from Karins Engineering to complete an updated Reserve Study at the cost of \$2,200.00. Mike motioned to approve the proposal. Bob seconded the motion. **The motion passed unanimously.**
- e. Ardurra Wetlands Monitoring – The board was presented with a proposal from Ardurra for Wetland Compliance Monitoring in the amount of \$2,100.00. Bob motioned to approve the proposal. Mike seconded the motion. **The motion passed unanimously.**
- f. Barrier Arm Discussion – Chris started the discussion to keep the Front Gates closed for Halloween evening to promote safety within the community. Mike made a motion to keep Front Gates closed on the evening of Halloween. Chris seconded the motion. **The motion passed unanimously.** Chris made a motion to keep the entry front gates closed at all times and change the schedule of the exit gates to 6:00 am – 8:30 am. Mike seconded the motion. **The motion passed unanimously.**

### **Resident Comments:**

### **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 7:13 pm.

Respectfully submitted,

Joe Dobson, CAM