



Regular Board Meeting Minutes, North River Estates Community Association, Inc.

A Regular Meeting of the elected directors of the North River Estates Community Association, Inc, was held on Thursday, October 26, 2023, at the Clubhouse, 7001 36<sup>th</sup> Street, Ellenton, FL 34222. The meeting was called to order by President K. Clapp at 6:00 PM. Pledge of Allegiance was said. 14 residents were in attendance.

**President's Comments**

K. Clapp thanked P. Bader and E. Hollick for their combined efforts on the 2024 HOA Budget (passed last month) and the production of materials for the Annual Meeting second mailings.

**Secretary:** E. Hollick reported that all members were properly notified by notice and the agenda was posted on October 23, 2023, and via Constant Contact email. A quorum was present with members K. Clapp, R. Kitterman, P. Bader, and S. Simpson. P. Chamberlain was noted as excused.

E. Hollick stated there were no changes or corrections to the October 10, 2023, minutes.

S. Simpson made a motion to waive the reading of the October 10, 2023, minutes, 2<sup>nd</sup> by K. Clapp. Motion Carried.

K. Clapp made a motion to accept the October 10, 2023, minutes as distributed, 2<sup>nd</sup> by P. Bader. Motion Carried.

**Treasures Report:** P. Bader reviewed the financial statement ending September 30, 2023. The balance sheet was posted on community property. K. Clapp made a motion to accept the September 30, 2023, financial statement, 2<sup>nd</sup> by S. Simpson. Motion Carried. (Posted balance sheet filed with minutes in office)

**Committee Reports**

**Budget & Finance:** None

**Capital:** S. Simpson provided an update regarding the submission of the 2024 Manatee County Neighborhood Enhancement Grant. The county site visit took place on 10/26/23, and the county folk seemed very receptive to the project. Next step is receiving a letter from the county indicating approval to submit official application for grant funds. Based on the estimates obtained, it is anticipated the county would pay for 50% of the \$13,000.00 project cost.

**Facilities & Grounds:** R. Kitterman reported FL Lake & Pond Care LLC have not been treating all 5 ponds. R. Kitterman had a conversation with Ed (owner) to discuss only treating 4 retention ponds, while contracted for 5; missing last month's pond treatments, and lack of communication in not showing for a scheduled meeting/discussion. Based upon what the BOD considered material breaches of the contract, P. Bader made a motion to review the termination terms of the contract and begin the notification process for termination, 2<sup>nd</sup> by K. Clapp. Motion carried.

R. Kitterman reported that he has had discussions with perspective pond maintenance contractors. P. Bader will be working with R. Kitterman and potential pond maintenance contractors to be vetted by Newby. Discussions for a new contract are contingent of termination of the current pond maintenance contract.

R. Kitterman reported he is working with All Phase Electricians to obtain a scope of work and cost estimate for tying the clubhouse air conditioner unit into the generator emergency power supply.

R. Kitterman reported he is working on a plan for the tree trimming and/or removal that needs to take place around the community. Some of the trees are on community property and the overhanging plumage has the potential to cause damage to homes. R. Kitterman will bring his recommendations to a future BOD meeting for discussion, obtaining agreement, and approval of spending funds.

R. Kitterman shared that he has begun the research regarding the installation of bollards in front of the mailboxes. BOD discussion included exploring the feasibility of "Jersey Barriers" as well as good to research the costs, however, this most likely is not a priority at this time.

R. Kitterman shared that he has begun to research the costs of replacement of the existing pool awning based upon it's age, wear pattern, and eventual need to be replaced. R. Kitterman is also looking at a possible second awning and/or "Shade Sails". BOD discussion included agreement that it was good to research the costs, however, this most likely is not a priority at this time.

R. Kitterman provided an update regarding the replacement of the Sprinkler Pump Relay. McGuire Electric has agreed to perform the replacement. See BOD vote under Unfinished Business

**Architectural Review:** None

**Social:** B. Pare shared information regarding planned events in November including monthly potluck and birthday celebration (11/04/2023), Veterans Day Brunch (11/11/2023), community yard sale (11/18/2023) and Thanksgiving Dinner (11/23/2023).

B. Pare and F. St. Clair shared that the signup for borrowing club house tables for the community yard sale will be available in the clubhouse. Table pickup, assigned by number affixed to one end of the tables, will be Thursday, 11/16/23 and Friday, 11/17/23. A reminder regarding table borrowing will be sent out to all NRE owners via Constant Contact.

**Unfinished Business**

**Sprinkler Pump Relay Replacement:** R. Kitterman made a motion to approve the purchase and installation of the sprinkler pump relay by McGuire Electric for up to \$300.00, 2<sup>nd</sup> by S. Simpson. Motion Carried.

**New Business:**

**Occupancy Verification Census -2023:** P. Bader shared that the Occupancy Verification Census -2023 forms are available in the clubhouse. These forms are requested for all lots that were purchased prior to January 1, 2023. A notice regarding the census will be send out via Constant Contact.

**Annual HOA Meeting, November 9, 2023, Logistics:** S. Simpson requested that a reminded be send to all homeowners regarding the requirement for a quorum needed for the Annual Meeting and the use of the Proxy Form in the event an owner does not plan to attend. A reminder and the Proxy Form will be sent out via Constant Contact.

**Request for Occupancy Consent:** P. Bader presented a request from lot #66 for the addition of her son to be added to approved occupants. P. Bader shared the application for background check was made to Newby and processed. P. Bader made a motion to approve the request for occupancy consent for lot #66, 2<sup>nd</sup> by K. Clapp. Motion carried.

**Architectural Review Request:**

Lot #22 submitted a request to paint the front door of the home. K. Clapp made a motion to approve the ARC, 2<sup>nd</sup> by S. Simpson. Motion Carried.

Lot #57 submitted request to paint the front entry door of the home. K. Clapp made a motion to approve the ARC, 2<sup>nd</sup> by R. Kitterman. Motion Carried.

Lot #38 submitted request to install a privacy screen in car port to conceal the electric lift recently installed. K. Clapp made a motion to approve the ARC, 2<sup>nd</sup> by S. Simpson. Motion Carried.

Lot #93 submitted request to replace the stone bed walkway with a composite walkway. K. Clapp made a motion to approve the ARC, 2<sup>nd</sup> by P. Bader. Motion Carried.

Lot #3 submitted request to plant a tree in the corner of the lot boarding the common property. The tree will have a mulch protective base as a no maintenance area and not interfere with mowing. K. Clapp made a motion to approve the ARC, 2<sup>nd</sup> by S. Simpson. Motion Carried.

**Resident Comments:** **Lot #27:** Made a request to consider a concrete bench instead of bollards in front of the mailbox. The BOD thanked her for the suggestion.

**Lot 52:** Shared that she appreciated the calm tone of the meeting and appreciated there had been a few moments of laughter.

**Adjournment:** There being no further business, a motion to adjourn was made by K. Clapp, 2<sup>nd</sup> by S. Simpson. Motion carried. Adjourned at 6:56 PM.

Respectfully submitted by:

Erik Hollick, BOD

Minutes approved November 14, 2023

Next Board Meeting is on November 14, 2023, 9:00 AM