



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 Tuesday, October 1, 2024, at the Clubhouse, 7001 36th Street, Ellenton, FL 34222. The meeting was called to order by President K. Clapp at 9:00 AM. The Pledge of Allegiance was said. 8 residents were in attendance.

President's Comments: K. Clapp asked that resident comments be held until that section of the meeting.

Secretary: E. Hollick reported that all members were properly notified by notice and the agenda was posted on September 28, 2024, and via Constant Contact email. A quorum was present with members K. Clapp, R. Kitterman, E. Hollick, P. Bader And S. Simpson.

E. Hollick made a motion to waive the reading of the September 10, 2024, minutes, 2nd by P. Bader. Motion Carried.

E. Hollick made a motion to accept the September 10, 2024, minutes as distributed, 2nd by P. Bader. Motion Carried.

E. Hollick read the September 27, 2024, Emergency BOD (phone call) minutes.

E. Hollick made a motion to accept the September 27, 2024, Emergency BOD (phone call) minutes as distributed, 2nd by P. Bader. Motion Carried.

E. Hollick reported that Peggy Bader, Karen Clapp, Tom D'Aprix, and Michael Gies received nominations for the two open BOD positions to be determined at the November 14, 2024, NRE Membership Meeting. P. Bader and K. Clapp accepted the nomination. T. D'Aprix and M. Gies declined the nomination. No election will be held. The 2nd notice of NRE Annual Membership Meeting will be sent via US Postal service this week.

Treasurer Report: P. Bader reviewed the financial statements ending August 31, 2024. E. Hollick made a motion to accept the August 31, 2024, financial statement, 2nd by K. Clapp. Motion Carried. (Posted balance sheet along with the Operating Income Statement (page 1 & 2) filed with minutes in office)

P. Bader reported that the recent issue with unpaid monthly HOA assessments, secondary to the bank's lock box issue, has been resolved.

P. Bader reported that there is a \$100.00 application fee for an unrecognized name. Adam Pike at Newby Management is investigating.

Committee Reports:

Budget & Finance: None

Capital: None

Facilities & Grounds: R. Kitterman shared that Hurricane Helene debris collection by Jack's Landscaping will be finished on Friday, October 4, 2024, and the lawn will be mowed. This is a makeup day for a weather-related cancelation. Every other week mowing will begin with the next schedule mowing day to be Friday, October 18, 2024.

R. Kitterman shared that one estimate for the replacement of the fence behind the homes in the cul-da-sac has been obtained. An additional estimate is in process.

Architectural Review: None

Social: None

Unfinished Business:

Clubhouse sprinkler pump and irrigation system: R. Kitterman shared that he has received 2 estimates for the sprinkler/irrigation system repair and is waiting to hear back from both vendors with answers to a few questions. No action to be taken at this time.

New Business:

2025 HOA Budget: The 2025 HOA Budget was reviewed line by line and questioned taken and answered pertaining to specific line items. E. Hollick made a motion to approve the 2025 HOA Budget, 2nd by S. Simpson. Motion Carried.

Property Line bordering Colony Cove: R. Kitterman and K. Clapp met with owners of Colony Cove property that borders the NRE property line. The owners were removing weeds. They were aware the property is owned by NRE and not Colony Cove, since they had placed a call to FPL (Florida Power and Light) for a tree very close to the electrical line. FPL told them the property owner would need to call. R. Kitterman contacted FPL and will call them again to request the tree be trimmed. The board noted there is a new property manager for Colony Cove and a “meet and greet” should probably be scheduled.

Architectural Review Request:

Lot #40 submitted a request to paint the stairs and driveway. Paint color samples were included with the request. S. Simpson made a motion to approve the ARC Request, 2nd by P. Bader. Motion Carried.

Lot #17 submitted a request to have the car port floor covered with an epoxy coating. E. Hollick made a motion to approve the ARC Request, 2nd by S. Simpson. Motion Carried.

Lot #29 submitted a request to install concrete edging around an existing flower bed. Lot diagram and plot survey included with request. S. Simpson made a motion to approve the ARC Request, 2nd by E. Hollick. Motion Carried.

Resident Comments:

Lot #23 Shared that the decision to have Jack’s Landscape provide cleanup for Helene was a good decision and the crew did a good job. BOD response: Thank you.

Lot #23 Expressed concern that Dale, from Jack’s Landscape, gave a contracted power washing vendor a hard time. BOD response: R. Kitterman has spoken with Dale and asked that he not confront other contractors and contact BOD for intervention. It was noted this overlap of scheduling occurred since the mowing was on a day other than Friday (making up for bad weather).

Lot #23 Shared a concern regarding a hole around the flagpole in their yard secondary to the mowing. BOD response: R. Kitterman to speak with the mowing team.

Lot #94 Shared that at the September 10, 2024, BOD meeting they raised the concern that someone called Manatee County Code Enforcement on them for trimming back dead palm fronds overhanging their house (generating from the preserve area). Code enforcement did not find any violation, and the BOD response was that BOD was not aware of a complaint being made to Manatee County Code Enforcement. A request for public records inquiry was made, and it turns out that the complaint was made by a BOD member. BOD Response: BOD will discuss and respond at a future meeting.

Adjournment: There being no further business, a motion to adjourn was made by E. Hollick, 2nd by S. Simpson. Motion carried. Adjourned at 10:19 AM.

Respectfully submitted by: Erik Hollick, BOD

Minutes approved October 24, 2024

Next Board Meeting is on October 24, 2024, 6:00 PM

North River Estates Community Assn. Inc.
2024 Actual vs Operating Budget August 31, 2024

	<u>August</u>	<u>Monthly Budget</u>	<u>Actual YTD</u>	<u>Budget YTD</u>
TOTAL DUES INCOME:	\$12,125.00	\$12,125.00	\$97,000.00	\$97,000.00
OTHER INCOME:	\$ 2,872.77	\$0	\$3,545.78	\$0.00
TOTAL OPERATING INCOME:	\$14,997.77	\$12,125.00	\$100,545.78	\$97,000.00
<u>GENERAL</u>				
<u>OPERATING EXPENSES:</u>	\$12,388.26	\$10,458.32	\$84,912.43	\$83,666.56
<u>RESERVES:</u>	\$ 1,666.67	\$ 1,666.67	\$13,333.36	\$13,333.36
EXPENSES TOTAL:	\$14,054.93	\$12,124.99	\$98,245.79	\$96,999.92

Out of the Ordinary Expenses: Suncoast Window Film \$500 & N Manatee Tree \$3,525.

MONTHLY BUDGET VS MONTHLY ACTUAL EXPENSES: \$14,054.93 - \$12,124.99 = \$1,929.94 Over Budget

YTD BUDGET VS ACTUAL: \$96,999.92 less Exp - \$98,245.79 = \$1,245.87 Over Budget

YTD COMBINED NET INCOME: Inc \$100,545.78 Less Exp \$98,245.79 = \$2,299.79 YTD Net Income

12/31/2023 Operating Account Balances: \$12,072.09

8/31/2024 Operating Account Balances: \$25,591.32

Total includes petty cash, operating account and Truist account (credit card).

12/31/2023 Reserve Account Balance: \$97,917.46

Plus, Jan-Aug (8) transfer deposits of \$1,666.67 each = \$13,333.36

Plus, Jan-Aug (8) Interest deposits totaling \$33.86

Plus, July (7/3) deposit Manatee CGrant Funds \$6,500.00 & Aug (8/23) Guardian Air LLC returned \$200

Minus Jan – July withdrawals totaling - \$110,375.00

(C.D. \$50,000/N Manatee Tree \$12,500/Rick Richards \$13,000/Dry Guys \$34,875))

8/31/2024 Reserve Account Balance: \$7,609.68

Plus, Cert of Deposit \$50,000 + Int \$1,385.96 = \$51,385.96 **Total Reserves Equity** \$58,995.64

OB = Over Budget UB = Under Budget
Treas. at NREBader@gmail.com.

Any lot owner wanting detailed information can contact Peggy Bader,
Saved Documents/NRE Budget vs Actual by Mo./2024 Aug.

Balance Sheet - Operating

North River Estates
End Date: 8/31/2024

Date: 9/24/2024
Time: 9:15 am
Page: 1

Assets

Current Assets

10-000-000-00 Petty Cash	\$200.00
10-010-000-00 Cash-Checking	23,671.83
10-050-000-00 Certificate of Deposit	51,385.96
10-065-000-00 Reserves-Money Market	7,609.68
10-070-000-00 Cash-Checking Truist	1,719.49
10-220-000-00 Accounts Receivable	525.00
10-250-000-00 Prepaid Insurance	6,283.66

Total Current Assets: \$91,395.62

Property and Equipment

11-125-000-00 Equipment and Furniture	12,957.00
11-170-000-00 Accumulated Depreciation	<u>(6,853.00)</u>

Total Property and Equipment: \$6,104.00

Other Assets

12-010-000-00 Utility Deposits	<u>918.00</u>
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Total Other Assets: \$918.00

Total Assets: \$98,417.62

Liabilities & Equity

Current Liabilities

13-000-000-00 Accounts Payable	610.89
13-040-000-00 Prepaid Maintenance	12,475.08
13-120-000-00 Other Accounts Payable	950.00
13-150-000-00 Accrued Expenses	<u>7,396.84</u>

Total Current Liabilities: \$21,432.81

Reserves

16-025-001-00 Roofing Reserve	(34,675.00)
16-025-016-00 Park Improvements Reserve	<u>89,601.65</u>

Total Reserves: \$54,926.65

Owners Equity

17-030-000-00 Retained Earnings	<u>21,144.13</u>
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Total Owners Equity: \$21,144.13

Net Income Gain / Loss	<u>914.03</u>
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\$914.03

Total Liabilities & Equity: \$98,417.62

Income Statement - Operating

North River Estates
08/31/2024

Date: 9/18/2024

Time: 2:43 pm

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Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Operating Income							
Rental Income							
20-010 Maintenance Fees	\$12,125.00	\$12,125.00	\$-	\$97,000.00	\$97,000.00	\$-	\$ 145,500.00
Total Rental Income	\$12,125.00	\$12,125.00	\$-	\$97,000.00	\$97,000.00	\$-	\$ 145,500.00
Other Income							
22-170 Interest Income	2,772.77	-	2,772.77	2,807.33	-	2,807.33	-
22-240 Application Fees	100.00	-	100.00	738.45	-	738.45	-
Total Other Income	\$2,872.77	\$-	\$2,872.77	\$3,545.78	\$-	\$3,545.78	\$ -
Total Operating Income	\$14,997.77	\$12,125.00	\$2,872.77	\$100,545.78	\$97,000.00	\$3,545.78	\$ 145,500.00
Operating Expense							
Park Maintenance							
26-120 Heating and Air Repairs and Maintenance	-	83.33	83.33	-	666.64	666.64	1,000.00
26-130 Electrical Repairs and Maintenance	-	250.00	250.00	3,678.43	2,000.00	(1,678.43)	3,000.00
26-140 Equipment Repairs and Maint.	-	41.67	41.67	81.21	333.36	252.15	500.00
26-150 Plumbing Repairs and Maintenance	-	16.67	16.67	31.95	133.36	101.41	200.00
26-190 Lawn and Landscape Maintenance	-	88.33	88.33	-	706.64	706.64	1,060.00
26-200 Lawn Contractor	3,879.00	3,841.67	(37.33)	30,285.15	30,733.36	448.21	46,100.00
26-209 Lake Maintenance Contractor	450.00	383.33	(66.67)	3,600.00	3,066.64	(533.36)	4,600.00
26-210 Lake & Creek Maintenance	-	166.67	166.67	-	1,333.36	1,333.36	2,000.00
26-220 Irrigation Repairs	-	41.67	41.67	-	333.36	333.36	500.00
26-240 Other Repairs and Maintenance	500.00	692.50	192.50	6,899.59	5,540.00	(1,359.59)	8,310.00
26-245 Fire Safety Inspections	-	20.83	20.83	426.40	166.64	(259.76)	250.00
26-250 Safety Equipment	-	20.83	20.83	-	166.64	166.64	250.00
26-280 Tree Trimming	3,525.00	416.67	(3,108.33)	3,525.00	3,333.36	(191.64)	5,000.00
26-285 Pest Control Contractor	-	41.67	41.67	240.00	333.36	93.36	500.00
26-300 Cleaning Supplies	-	8.33	8.33	46.74	66.64	19.90	100.00
26-305 Cleaning Contractor	280.00	283.33	3.33	2,240.00	2,266.64	26.64	3,400.00
26-320 Other Supplies	-	8.33	8.33	162.47	66.64	(95.83)	100.00
Total Park Maintenance	\$8,634.00	\$6,405.83	(\$2,228.17)	\$51,216.94	\$51,246.64	\$29.70	\$ 76,870.00
Pool Maintenance							
32-330 Pool Contractor	420.00	425.00	5.00	3,360.00	3,400.00	40.00	5,100.00
32-350 Pool Repairs	-	83.33	83.33	1,671.90	666.64	(1,005.26)	1,000.00
32-360 Pool Supplies	-	8.33	8.33	-	66.64	66.64	100.00
Total Pool Maintenance	\$420.00	\$516.66	\$96.66	\$5,031.90	\$4,133.28	(\$898.62)	\$ 6,200.00
Utilities							
36-460 Electric	482.43	625.00	142.57	4,595.62	5,000.00	404.38	7,500.00
36-470 Water	38.96	91.67	52.71	351.93	733.36	381.43	1,100.00
36-480 Sewer	97.09	133.33	36.24	929.61	1,066.64	137.03	1,600.00
36-490 Garbage	33.31	25.00	(8.31)	266.48	200.00	(66.48)	300.00
36-510 Telephone and Internet	119.99	115.00	(4.99)	909.92	920.00	10.08	1,380.00
36-520 Propane Gas	-	20.83	20.83	124.28	166.64	42.36	250.00
Total Utilities	\$771.78	\$1,010.83	\$239.05	\$7,177.84	\$8,086.64	\$908.80	\$ 12,130.00
Office Expense							
38-540 Resident Screening	41.54	-	(41.54)	291.56	-	(291.56)	-
38-550 Office Supplies	-	16.67	16.67	35.00	133.36	98.36	200.00
38-560 Computer, Copier and Fax Charges	-	8.33	8.33	-	66.64	66.64	100.00
38-570 Postage	-	25.00	25.00	244.10	200.00	(44.10)	300.00
38-580 Printing	-	8.33	8.33	-	66.64	66.64	100.00

Income Statement - Operating

North River Estates
08/31/2024

Date: 9/18/2024

Time: 2:43 pm

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Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
38-590 Bank Fees	\$-	\$4.17	\$4.17	\$16.00	\$33.36	\$17.36	\$ 50.00
38-595 Coupon Books	-	16.67	16.67	4.14	133.36	129.22	200.00
Total Office Expense	\$41.54	\$79.17	\$37.63	\$590.80	\$633.36	\$42.56	\$ 950.00
Licenses and Permits							
40-620 Licenses and Permits	-	16.67	16.67	186.60	133.36	(53.24)	200.00
Total Licenses and Permits	\$-	\$16.67	\$16.67	\$186.60	\$133.36	(\$53.24)	\$ 200.00
Professional Fees							
42-630 Accounting and Tax Preparation	-	20.83	20.83	222.35	166.64	(55.71)	250.00
42-640 Legal	-	166.67	166.67	-	1,333.36	1,333.36	2,000.00
Total Professional Fees	\$-	\$187.50	\$187.50	\$222.35	\$1,500.00	\$1,277.65	\$ 2,250.00
Park Services							
44-660 Advertising	-	20.83	20.83	318.45	166.64	(151.81)	250.00
Total Park Services	\$-	\$20.83	\$20.83	\$318.45	\$166.64	(\$151.81)	\$ 250.00
Insurance							
46-710 Hazard	631.95	500.00	(131.95)	5,055.55	4,000.00	(1,055.55)	6,000.00
46-720 Umbrella	108.83	150.00	41.17	870.68	1,200.00	329.32	1,800.00
46-730 General Liability	436.90	337.50	(99.40)	3,495.22	2,700.00	(795.22)	4,050.00
46-755 D & O Liability	234.05	183.33	(50.72)	1,872.45	1,466.64	(405.81)	2,200.00
46-760 Other	159.21	100.00	(59.21)	1,273.65	800.00	(473.65)	1,200.00
Total Insurance	\$1,570.94	\$1,270.83	(\$300.11)	\$12,567.55	\$10,166.64	(\$2,400.91)	\$ 15,250.00
Park Management							
50-790 Management Fees	950.00	950.00	-	7,600.00	7,600.00	-	11,400.00
Total Park Management	\$950.00	\$950.00	\$-	\$7,600.00	\$7,600.00	\$-	\$ 11,400.00
Reserves							
52-930 Park Improvements	1,666.67	1,666.67	-	13,333.36	13,333.36	-	20,000.00
Total Reserves	\$1,666.67	\$1,666.67	\$-	\$13,333.36	\$13,333.36	\$-	\$ 20,000.00
Total Operating Expense	\$14,054.93	\$12,124.99	\$1,929.94	\$98,245.79	\$96,999.92	(\$1,245.87)	\$ 145,500.00
COMBINED NET INCOME	\$942.84	\$0.01	\$942.83	\$2,299.99	\$0.08	\$2,299.91	\$0.00