

## Nature Trail Homeowners Association, Annual Membership Meeting

Minutes of the Meeting, Tuesday, December 8, 2015

Location: Navy Federal Auditorium

Board of Directors In Attendance: Steve Colony, Neal Nash, Eric Nickelsen, Sonya Szot, Ken Custer, Chris McBrayer, Andrew Hobbs

Additional Personal In Attendance: Braden Ball (HOA Attorney), Rob Bell (HOA Manager)

1. **Meeting was called to order at 6:12 p.m. by Steve Colony.**
2. **Suspension of voting rights for accounts over 90 days past due.**
  - Neal Nash made a motion to approve, Ken Custer seconded, Unanimous.
3. **Establish a Quorum**
  - Steve Colony stated that a Quorum of the Members was present, with over 30% of Ownership accounted for via proxy or attendance.
4. **Proof of Notice**
  - Steve Colony stated that notice was mailed and/or emailed to Owners on 11/23/15 and posted at the Lodge on 11/19/15.
5. **Special Thanks to Navy Federal for Facilities**
6. **Introduction of Board Members**
7. **Disposition of Previous Minutes**
  - Neal Nash motioned to approve the minutes of the HOA Annual Membership meeting held on 12/2/15 and the Board of Directors Meeting held on 11/24/15. Andrew Hobbs seconded, Unanimous.
8. **Budget – Rob Bell**
  - 2015 Budget review
    - Security Cameras increased internet expenses.
    - Janitorial services increased due to an increase of Lodge use.
    - Pond Maintenance increased due to flooding issue following 200 year flood.
  - 2016 Proposed Budget Review
    - Dues will increase to \$1,100 per lot per year
    - Dues were decreased during the recession with projects moved to the future. Increased dues will allow the HOA to execute these past projects.
    - Major contributors to dues increase: \$25,000 allocated to install sidewalks mandated by the Covenants and \$25,000 allocated to capital improvements to be determined by the Amenities Committee survey and the Board, \$10,000 for pond remediation to prevent storm water issues, and increased street lights.
    - Violation fees will go back into the capital improvement fund
    - Reserve Assessment Audit results were our reserves are adequate
  - Neal Nash made a motion to approve, Andrew Hobbs seconded, Unanimous.

## 9. Delinquent Account Status – Braden Ball

- Braden gave status updates on delinquent accounts
- Very few new delinquent accounts with only 5 accounts being 180 days past due
- Aggressive collection efforts used to recover delinquent fees.
- Continuing to enforce delinquencies through demand letters, liens and foreclosures

## 10. New Business

- Pond Remediation Project – the HOA is working diligently with vendors to assess each holding pond and creating a schedule of ponds to be addressed.
  - The first pond to be addressed is the Bell Ridge holding pond.
  - The other ponds in primary need are the holding ponds in the E Block as well as the holding pond on the east side of Rose Mallow. All ponds will be addressed over time.
  - The HOA will provide a schedule to pond maintenance after the immediate issues are addressed and completed.
- Street Lights – the HOA has allocated additional funds to install additional street lights.
  - The HOA leases the lights poles from Gulf Power.
  - The HOA and Gulf Power have tentatively discussed the installation of 12 additional street lights to be installed in Nature Trail.
  - Gulf Power is working on a proposal of additional lights to be installed and their locations. Once the contract is finalized, the HOA will provide a map of the additional street lights.
- Capital Improvements – Amenities Committee (Peg David)
  - The Amenities Survey received 387 responses with the top 3 items being: fitness center expansion, playground expansion, and security.
  - Floor requested items to be addressed on the Conservancy areas and those items will be addressed in the Conservancy meeting following this annual meeting. The Nature Trail Conservancy is separate entity with its own rules.
  - New flooring and painting will addressed in the fitness center during the first quarter.
  - Other items/ideas discussed from the floor include: splash pad quotes, tennis backdrops, second pool, trail markings, and aerobic room in sales room. The sales office is currently leased by Berkshire Hathaway PenFed Realty. If BHHS PenFed Realty decides not to renew their lease, then the idea of an aerobics room will be addressed for that area.
  - Amenities Committee request suggestions for second survey and next meeting in January.
- Special Assessments
  - Floor requested clarification of how a special assessment could be approved
  - A special assessment requires a three-quarters vote approval from the membership in order to pass unless there is an emergency assessment.
  - An item to consider is that a one-time special assessment for a second pool for example would not cover the continuing costs to maintain the pool and pay the associated utilities.
- Welcome Package
  - The Social Committee would like to create a welcome package for any new owners. If you have any suggestions, please email them to the HOA.
- Security Issues – Andrew Hobbs & Chris McBrayer
  - The law enforcement officers that live in Nature Trail cruise the neighborhood regularly.
  - Concerns were raised that the resident stickers say the words “Nature Trail.” New stickers will be ordered with the logo only and be available in the first quarter.
  - Floor requested the Board address the car robberies. The biggest deterrent to keeping people from burglarizing your car is to lock your car.

- The Board is investigating additional security measures to be added such as real time reports and check in as well as adding security cameras to the front gate.
- Anyone without a resident sticker will be stopped at the back gate.
- If gate clickers are stolen, please notify the HOA immediately for deactivation.
- Nature Trail Conservancy
  - Of the 700 original acres, 400 acres were assigned to Conservancy
  - The Conservancy has a separate Board and was established to conserve the trail area around the subdivision.
  - A controlled burn is schedule for 2016.
  - The Conservancy Board will meet immediately following this meeting.
  - Golf carts are not allowed on the trails, this will be discussed at Conservancy meeting.
- Open Forum
  - Liabilities for New Structures – all liabilities will be factored into the budget.
  - Floor suggested contacting your insurance carrier for Special Assessment coverage as well as notifying your insurance company that you live in a guarded community.
  - If the membership identifies any common areas that need attention, please email the HOA to bring this item to our attention.
  - Plan/schedule for installation of sidewalks will be emailed to the membership when that information becomes available. Most practical areas to be done first.
  - Please email the HOA when silt fencing is down so the contractor can be notified.
  - U block home that construction has ceased is being addressed by the Board.
  - Any status of 9 Mile Road construction will be sent out the membership as it becomes available to the HOA.
  - Part-time, on-site representative to be made available at the Lodge in 2016. (Since the meeting, the additional funds allocated to provide an on-site have been re-allocated to allow for a new Architect of Record, Larry Adams)
  - Contractor parking issues please contact the HOA and we will contact the foreman.
  - Reservations for the Lodge Library will continue, please email the HOA if issues arise.
  - Architect of Record renegotiating his current contract to account for minor improvement forms. (Since the meeting, Mr. Bounds has resigned).
  - Florida Department of Transportation issues with personal property need to be addressed between the homeowner and the FDOT. Call Clay Ford, Representative.

#### **11. Election of new Board of Directors Officers and Bylaw Change**

- One board member term is up – Steve Colony. Thank you to Steve for years of service.
- Nominations from the floor were requested, but no one new was suggested.
- The nominating committee developed 5 nominations: Robert Barron, Patrick Cobb, Jess Gradel, Simone Lindsay, and John Kellas. Private ballots were mailed to all the residents. Once they were returned, the ballots were counted twice and verified. John Kellas is the newest member of the Board.
- Steve Colony announced that John Kellas is the newest member of the Board and Ken Custer will be acting President in the coming year.
- Braden Ball stated the directors are elected for three year terms per the HOA bylaws.
- Article IV, Section 2 of the Bylaws of whether to be amend the Bylaw to allow two of the five directors whose term is expiring at the end of 2016 to be extended one additional year was tallied and passed. Chris McBrayer and Andrew Hobbs will serve one additional year.

#### **12. Meeting Adjourned at 7:33 PM**