

## Nature Trail Homeowners Association, Meeting of the Board of Directors

Minutes of the Meeting, January 24, 2017

Location: 8775 Foxtail Loop (Sales Office), Pensacola, FL

Board of Directors in Attendance: Chris McBrayer, Bob Barron, Jerry Maygarden, Peg David, & John Kellas

Additional Personal in Attendance: Rob Bell (HOA Manager) & Braden Ball (HOA Attorney)

- **Meeting was called to order at 6:00 PM by Bob Barron, President**
- **Proof of Notice**
  - Notice was posted at the Lodge on January 13, 2017.
- **Approval of Previous Minutes**
  - No Previous Minutes to Approve.
- **Easement for East Property Development**
  - Board reviewed the FAQ list and new answers received by FDOT. The Board agreed to add answers to the two outstanding questions; along with the signed East Property Agreement done January 6, 2017 and the FDOT minutes recently reviewed.
  - Rob and Braden advised the Board the voting needed to commence by March 1, 2017 per the agreement ratification or request an extension.
    - i. Braden will request a brief extension, for scheduling purposes to allow for a meeting to be scheduled on March 7, 2017.
      - 1. Post Meeting Note: Extension has been granted.
  - Chris McBrayer motioned to set a final East Property Meeting for Tuesday, March 7, 2017 to be held at the Lodge. The meeting will be a short informational up front followed by questions from the floor. Meeting controls: each attendee will be limited to one question each to allow a chance for everyone to speak and/or que up again to ask a second question. A time limit for the meeting to be determined. Voting to follow. Jerry Maygarden seconded, Approved.
  - Rob Bell will provide the signature template for voting. Voting will commence after the information meeting and run for 60 days. All owners will have an opportunity to vote. **Originals MUST BE returned.** Electronic copies cannot be accepted.
  - Board will also provide their suggestions regarding the use of \$250,000 in funds if this amendment is ratified by the membership which include, but are not limited to, retention ponds, back gate upgrades, or similar community high priorities. These expenditures could potentially alleviate a special assessment. Braden stated the Board does not need a consensus from the membership to spend unbudgeted; however input from all is suggested.
- **Finance Committee**
  - Jerry Maygarden motioned to establish a Finance Committee chaired by him, HOA Treasurer. Peg David seconded, Approved.
  - The Board will establish a Committee Charter and provide input from membership suggestions, establish their roles and responsibilities. One role will be to advise the Board on investment opportunities for the Reserve Funds.

- **Flooding Issues**

- Several members of the Board investigated onsite, recent flooding issues caused by heavy rains at Foxtail Loop and Silverbell Court location, as well as the retention pond nearby. Flooding is not isolated to the Nature Trail neighborhood; however this specific area consistently has issues. The system is working to the 25 year flood design as permitted; however, there are consistent property erosion issues with the smallest of rain, as a result of design capabilities. Steps taken to date:
  - i. SBP Municipal Services has verified there are no obstructions within the underground pipe system.
  - ii. Site & Utility has excavated any silt discharged into the subject pond and replaced the underdrain system.
  - iii. Elite Landscaping contacted, working with 3 of the affected homeowners regarding an improvement plan to their property to mitigate erosion and damage that has been repetitious each time it rains or exceeds normal levels.
    1. Post Meeting Note: Proposal received on January 30, 2017, potentially paid by owner or HOA, to be discussed.
  - iv. Bob motioned for the Board to move forward with the next recommendation from the engineer to add a swale and grate system to Silverbell Court. Peg seconded, Approved. Board is awaiting a full quote to discuss funding.
- Board will update the membership regarding ongoing options and final details.

- **Charter for 2017 Board of Directors**

- Board will develop a charter to outline their desired accomplishments for 2017 with the understanding the Board's primary purpose is to enforce the Covenants and identify how best to manage expenditures.
- Based on input from the membership, the initial priorities for 2017 include, but are not limited to the following. A Charter to be drafted and published at a later date.
  - i. Flooding/Drainage Issues – mitigate areas with consistent issues and hold builders responsible for silt fences.
  - ii. East Property – membership vote and conclude.
  - iii. Traffic Safety – standardize processes for restricting vendors, builders, or residents/owners who speed, add white reflective lines on roads at STOP signs, clear underbrush for visibility, etc.
  - iv. Complete retention pond mitigations identified.
  - v. Improve timely communications with owners and residents.

- **2017 Board Meeting Schedule**

- Board adopted a schedule of quarterly meetings. Board meeting are open to owners and residents.
- Meetings to be held on the 3<sup>rd</sup> Tuesday of April, July, and October. In 2017. Notice will be provided as stipulated in Covenants. Meetings will also be announced in applicable newsletters.
- Rules of Order will be followed. At the beginning of the meeting, owners may ask questions of the Board and provide input followed by the regular agenda.
- Board investigating streaming options for the meetings.

- **Traffic Violations**
  - Security Team was established in 2016 and comprised of Ken Custer, Chris McBrayer, Andy Hobbs, and Richard Murray.
  - Board discussed how to legally track speeders and provide them with warnings and written notice to decrease incidents.
  - Suggest owners/residents – See It, Shoot It, Send It – if they see a violations, send them into the HOA to be addressed.
  - Security Team will draft a policy for traffic violations with ramifications and publish it once approved. Draft to be provided to the Board for approval by March 31, 2017.
  
- **Fireworks for 4<sup>th</sup> of July**
  - Braden provided an overview regarding the safety and liability issues the Board would incur over common area and Conservancy land. The HOA has a fiduciary duty to the membership, but further investigation needs to consider at risk and liability if an incident to life or limb or fire should occur.
  - Safety of highest priority
  - Chris McBrayer & Richard Murray will investigate the cost and options for a professional fireworks display and present to the Board by April 2017 meeting.
  
- **New Business**
  - Recurring Lodge Usage
    - i. Board discussed a recurring meeting hosted at the Lodge by an owner. Owner has a \$300 deposit on file.
    - ii. Board decided owner needs to adhere to the Lodge Library Reservation Policy. Policy to reiterate to the entire membership.
  - Maintenance of Lodge & Pool Furniture
    - i. There are no lifecycle maintenance funds for Lodge & Pool replacement furniture. Amenities Chair, Peg David, will investigate and propose items that need to be refurnished or upgraded as part of the Capital Improvements fund for 2017, 2018, and 2019.
  - Real Estate Office Lease Renewal
    - i. The real estate office, Berkshire Hathaway PenFed Realty, exercised to renew their lease at the Lodge in January 2017 for an additional 10 years for \$105,000 paid up front. The HOA has already received the \$105,000 in funds.
    - ii. BHHS PenFed is willing to reduce the term to a minimum of 5 years with an adjustment to the lease fee which would allow the HOA to expand their facility sooner than the original 10 year extension.
    - iii. Bob Barron motioned to reduce the lease to 5 years, Chris McBrayer seconded, Approved.
  
- **Adjourn**
  - Motion to adjourn by Bob Barron, Jerry Maygarden Seconded. Adjourned at 9:30 p.m.