

Nature Trail Homeowners Association, Board of Directors Meeting

Minutes of the Meeting, April 11, 2017

Location: 8775 Foxtail Loop, Pensacola, FL

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

Additional Personal in Attendance: Rob Bell (HOA Manager), Haley Crawford (HOA Asst. Manager), Braden Ball (HOA Attorney) & NT Owners

- **Meeting was called to order at 6:00 PM by Bob Barron, President**
- **Proof of Notice**
 - Notice was posted at the Lodge on April 4, 2017.
- **Approval of Previous Minutes**
 - Peg David motion to approve minutes for February 28, 2017, Andy Hobbs Seconded, Approved.
- **Owners and Residents Questions or Concerns**
 - Tom & Jean Downing – Would the Conservancy Board consider putting distance markers on trails in case of emergency as well as personal knowledge? Conservancy Board will add item to their budget following completion of controlled burns. Andy Hobbs will distribute map to EMS.
 - Rowena Peterson – Are there any issues with doing some low-level brush clearing behind their properties that border the Conservancy? Conservancy Board indicated they will issue guidelines regarding cleaning up the area within a certain distance behind your property line into the Conservancy. (Guidelines issued May 17, 2017).
- **Conservancy Board Meet-N-Greet**
 - Conservancy Board Members in Attendance: Scott Boyle (President), Herbert Williams (Vice President), & Thom Keener.
 - Scott Boyle addressed the meeting and introduced the Conservancy Board. The new Conservancy Board will endeavor to communicate more with the HOA membership regarding the controlled burns and other Conservancy projects.
 - Scott provided his background and an explanation as to the necessity of controlled burns. The Conservancy Board will send out an email with additional information regarding controlled burns. This email will also be posted to the HOA Facebook page. (Information released on April 20, 2017)
- **Patio at the Lodge**
 - Board discussed the maintenance; abuse and neglect of furniture; and plans to budget and acquire new furniture.
 - Amenities Team will evaluate the existing furniture and acquire new furniture. Amenities Team will budget for future maintenance and replacement accordingly.

- Pool and Patio Furniture Project was completed by May 22, 2017.
- **Spring Cleaning of Nature Trail Common Areas**
 - Nature Trail common areas, front gate sign, and pressure washing were discussed.
 - Rob Bell mentioned we will engage a self-sustained pressure washing company to pressure wash the front and back gate areas.
 - Enlist residents' support to clean areas in front of and near their homes.
 - Discussed possibility of a computerized sign for front gate. We will need to research and acquire quotes for the sign.
- **Street Light Installation Complete**
 - Work orders were reviewed for 2 additional locations.
 - One on Salt Grass & Salt Grass West and One at Marsh Elder & Foxtail
- **Purchase of Zero Turn Lawnmower for Common Areas**
 - Discussed the possibility of purchasing a zero-turn lawnmower for mowing and trimming common areas.
 - Discussed extending the shed for additional storage of HOA items such as the potential lawn mower and other supplies.
 - Rob Bell to obtain quotes to extend the shed and purchase a zero-turn mower.
- Update from Investment Committee
 - Jerry Maygarden, Chair, provided an update of committee members and presented the charter for approval. Main goal of the Investment Committee is to invest our reserves for a higher return with little to no risk.
 - Finance Committee Members are Jerry Maygarden, John Hosman, and Jason Crawford. Our CPA can attend when needed.
 - Investment Committee is soliciting CD rates from 7 local banks asking they waiver any early withdrawal penalties.
 - Jerry motioned to approve the Finance Committee Charter, Andy Hobbs seconded, Approved.
- **Flooring at the Lodge**
 - Flooring at the Lodge is due for replacement and paid for out of the Nature Trail Reserves account. Board was presented with some options for flooring in the Lodge as a starting point for replacement.
 - A quote for Carpet, Tile, Vinyl, and Carpet Squares was presented. The Board discussed other options such as stained concrete, wood tiles, etc.
 - Board discussed updating the entire Lodge and developing a long term, overall design plan that could be implemented over a few years.

- Interior Designers in the neighborhood could volunteer their time.
 - Peg David volunteered to spearhead the design team and investigate additional flooring options, along with an overall design plan and replacement/repurpose of existing furniture and fixtures. She will present these items for review at the next scheduled Board meeting.
- **Lodge Parking Lot Seal & Strip**
 - Another reserve item due for execution this year is the parking lot sealing and striping.
 - Board was presented with quotes to perform the work. Recommended the option for the hand squeegee application. It is slightly more expensive, but extends the life of the sealing.
 - Andy Hobbs motioned to approve the Florida Paving quote for hand squeegee application, Jerry Seconded, Approved.
- **Flooding Update**
 - Construction is scheduled to begin on Monday, April 17th to install the grate and swale on Silverbell Court. Notice has been distributed to affected residents with the specifics and logistics. A notice to the entire membership to follow.
- **Security Guidelines Update**
 - Discussion regarding updating policies for security. Review VICE post orders and enhance existing orders. Items such as the policy for accessing the neighborhood for visitors and owners/residents, checklist to Security personnel, visitor requests, and providing these items to the membership via email. We will add these items to the website once individual login access is functional.
 - Motion by Andy Hobbs to adopt the speeding policy, Seconded by Peg David, Approved.
 - Golf Cart Policy was updated and shall be reviewed as necessary.
- **East Property Update**
 - Total votes turned in as of April 11th was 239 ballots.
 - Board agreed to send out final reminders to the owners who have not turned in a ballot to cast their vote in any way. Urged everyone to solicit people to vote.
- **Fireworks Update**
 - Contract has not been signed. We have until May 1st.
 - Prior to HOA signing contract, volunteers collecting funds and organizing the event must pay for the fireworks display to remove the HOA from any financial obligations. This is a donation-based function, NOT an HOA sponsored event.

- Board requested the volunteers chairing the fireworks keep the HOA apprised of the logistics, security concerns and any additional arrangements that may require the HOA's attention or guidance.

- **New Business**
 - Audit of 2016 Financials
 - Saltmarsh is scheduled to begin their audit tomorrow, April 12th at 8:30 AM.
 - Board would like to review the Budget at the next scheduled Board meeting.
 - Navy Federal invited us to a community meeting tomorrow night and Bob Barron will be attending.
 - Snakes on the Trail
 - Discussed owner & residents' concerns regarding snakes on the trails.
 - Present to the Conservancy Board for their input.
 - Updating HOA Website
 - Discussed reformatting and updating the HOA website to allow for controlled access to sensitive materials. Individual Login access for owners to access information not available on the public website. Target for the project is Mid-May/June; following audit being closed for 2016.

- **Adjourn**
 - Motion to adjourn by Andy Hobbs, Chris McBrayer Seconded. Adjourned at 8:20 p.m.