



## *Highland Lakes Reserve*

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HLR Board of Directors Meeting

November 14, 2023

3:00 pm VIA ZOOM

### MINUTES

In Attendance:

Board: Dusty Johnson, Cardiff Brown, Laz Martinez, Joann Lanzisera, & Andrew Fells

Members: Gerardo Sepulveda, Ed Rodda, Stephanie Rosin, Brian Radonski, Gyasi Henry, Rigoberto Rodriguez, Sergei Hagley, Kevin Bock, Crystal Hanson, & J. Nagy

CAM: Linda Boring & Amanda Carnahan

Call Board Meeting to Order: Dusty called to order at 3:05pm.

Review and Approve Minutes from 8/15/2023: Cardiff motioned to approve as presented. Laz seconded the motion. Motion carried.

Financials-October: Linda reviewed the balance sheet, P&L, budget items, etc. Laz requested the specifics on a couple of line items that Linda explained. Andrew motioned for approval. Cardiff seconded. Motion carried.

#### Unfinished Business

- Asphalt millings: Dusty stated most of them have hardened up nicely. Any additional discussion on this topic requested. Nothing else was mentioned.
- Investment options: 4.75% highest return available through South State on a 9-month CD. The funds could also be left where they are in the money market accounts at 4.25%. Andrew doesn't feel enough information has been gathered to decide on this matter. Subject tabled for now. Dusty requested Linda check with Heartland National as well to see what they have available.



## New Business

- Mulch and Flowers-Edgewood quote for updating the entrances \$9,725. Most of the cost being for the mulch. A bid was also obtained from Robbins Nursery. Their bid was higher. A new contract with Edgewood for the next 3 years. Dusty would like to see the entrances updated every six months. Cardiff motioned to accept the quote & request an estimate for the semi-annual entrance upkeep. Andrew seconded the motion. Motion carried.
- The speed limit signs with concrete bases have been bid at approximately \$250.00 per sign. These will look just like the speed limit signs along any road. They will be mounted on a black wooden post. Andrew motioned to approve ordering up to 10 signs at the cost of up to \$250.00 per sign. Laz seconded the motion. Motion carried.
- 2024 Budget:

Linda advised she has included the increases in certain areas that have had a contract update. The presented budget is a working budget. She asked for the board's input on areas to increase/decrease, etc. Dusty stated he would like the 2024 budget to reflect the cost for copies & reproduction for the owner's meeting included in the budgeted amount for the owner's meeting. This will allow the additional heading of copy & reproduction to reflect the expenses for the remainder of the year. Andrew requested the budget be composed on an excel spreadsheet rather than a pdf so comparing data from previous year to projected year would be more easily comparable.

Andrew continued. Computer & internet has a budgeted amount of \$1108. However, the year-to-date total at the time of the meeting was \$2218. He questioned why the budgeted amount for 2024 would be less than what has been spent this year. Linda advised there were some extra expenses this year for repairs to the column that was hit & a line being cut. The budgeted amount reflects the quarterly set fees. She stated this can be adjusted to whatever the board would want to set aside for that expense. Andrew asked for the amount spent in 2022. Linda stated she would need to locate the information & asked them to continue while she obtained it. The computer & internet cost for 2022 was \$1190. She also reminded them that this year they have had 2 cameras hit so those incurred repair expenses as well. Andrew stated the report given for the financials is custom & has a date of 11/13/2023 but then has information marked as being through December. He said this is very misleading. He was referring to the financial summary provided for the meeting. He requested in the future that the report only reflect exact information through date of production & not till the end of the year. A true year to date needs to be presented preferably in excel format for the financials. This is what's causing him to question the information. Andrew continued. Common area mowing has a budgeted amount of 56,570. The



previous year had an ending expense of 60,840. He pointed out that Linda had stated there was a 5% increase in the contracted service. Andrew's point being that it shouldn't be a lesser amount than the previous year. Linda advised that the 5% increase was added to the previous year's contracted amount of 31,320 for common area mowing from one company. The cost of another company that does a different area had stayed the same. Linda reviewed the pertinent information which reflected the increase in question. Andrew agreed with the information provided.

The proposed budget needs to be completed by the end of December. The amount budgeted for mulch & flowers will be doubled. Andrew suggested updating the computer/internet allocation to \$2000, as the gate cameras are also included with that line item & those will be hit again. Dusty suggested putting in some power outlets in the area where they held the trick or treat event. He also suggested maybe having a spigot put in for water as well. Andrew agreed that these were relatively inexpensive items that would probably be very beneficial. The other members agreed with that idea. Trees in that area are very thick & he would like to clean a few of those for a better breezeway. That was also a welcomed suggestion. Andrew would like to increase the allocation for utilities as well. Electric has gone up so that will be adjusted also. Dusty requested a line item for events. A portable potty was brought in for the trick or treat event at a cost of \$150. He would like to set up a hospitality item for social events. The amount decided on was \$800. Linda said she will update all the items suggested & get that back out to the board for their approval.

Andrew stated he had gotten a couple of emails he had received were for topics he did not see as being necessary to share with the board. Linda stated it had been mentioned that the management company was not addressing those complaints. Therefore, those complaints had since been forwarded on to the board so that they would be aware. Joann also agreed that it should be sent to the board. That is what they are there for. Mr. Sepulveda added that the social chat room options available for the community may be a better outlet for this type of information. He stated it has worked very well in his other community.

Updates to the website: Move location of property management company above the Directors information. Add Joann's information & take out Robert's which Amanda noted to do.

Adjourn: Dusty adjourned the meeting at 4:18pm.

