

**Final 2nd Qtr Huntington Estates Homeowners Association (HEHA) Minutes**  
**April 14, 2020**

1. Due to the Covid-19 Coronavirus Pandemic, the HEHA 2nd Qtr Meeting was held virtually via Zoom, on Tuesday, 14 April 2020 @ 7:06pm. All Board members were present, as well as the following homeowners: Casey and Jonathan Wiley, Kelly Zunkiewicz, Travis Pilewski, Barry Kelly, Andrew & Tabitha Ellis, JuDee Dawkins, Carlos Amado and Alan Platt (Total of 16).

2. Old Business

a. Delinquent Accounts:

(1) A list has been compiled of members who are critically delinquent on their HOA dues and is ready to be sent to Attorney Jeremy Anderson. Mr. Anderson will file liens against the Owners and if it goes uncollected, then he will proceed to attempt to place the property into foreclosure. The attorney said it won't be quick, but it will definitely be effectuated. The Attorney will file for late fees and interest (currently 7%) as well and collect his fees from the delinquent Owners, not from the HOA (Closed).

(2) Jon Holtom, HOA President, then asked the Board if they should send the list of Owners who are in critical arrears greater than a year or include the 2019 arrears as well. The majority of BofD motioned to send the Attorney the list of critical arrears greater than a year in April and make one "last call" friendly reminder invoice attempt, via mail. It will contain a note to contact us if they want to work out a payment plan. It was also recommended that it should not be a blanket date to get with the HOA, but have a deadline of no more than 2 weeks to request a short payment plan or pay in full. Then Jon Holtom tasked himself and VP to develop "Final Notice" and tasked the current Secretary to mail the invoices out. The 2019 delinquents will be sent to Attorney in late May but no later than mid June (Closed).

b. The President and Vice President will ask Attorney Jeremy Anderson to provide writeup samples of HOA rewrites he has done for comparable neighborhoods. As of this writing, Jon Holtom has sent an inquiry letter to Attorney Anderson (Closed).

c. Discuss/Explore Estoppel Viability. The Estoppel has been effectuated. The Estoppel fee we implemented simply provides a fee for providing the info to the Title Closing agent. It does not provide a direct method for collecting outstanding dues and fines (which we do not yet have), but rather allows us to report those to outstanding dues to the closing agent in the hopes of collecting them at closing (Closed).

d. Supplemental Invoice for \$75 Road Funds HOA Increase. Invoice went out and if members have not paid the \$400 yet, they can go ahead and pay the total in one payment of \$475; the notice went out on the Huntington Estates HOA 2019 Annual Neighborhood Report and Dues Notice sent out shortly after the 1st Annual Meeting held on January 14, 2020 (Closed).

e. Due to changes to C&R Bylaws, there are documents that the President feels should be filed (Notice of Increased dues and Amendment to Bylaws that removed CPA requirement); thus we need a Notary to file. Polly Hagen and Barry Kelly are both Notaries and are available. When Jon Holtom is done with the documents, the undersigned will set up an appointment for signature notarization with whichever notary is available (Open).

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3. New Business:

a. BofD & Maintenance Chair Vacancy: Jon Holtom announced the resignation of JuDee Dawkins as of March 28, 2020 as Maintenance Chair; Candace Strand expressed interest in reoccupying the BofD position and was unanimously voted in by the BofD to occupy the BofD position. John Kellerman volunteered to Chair the Maintenance Committee.

b. Committee Updates:

(1) Maintenance:

(a) John Kellerman was tasked to gather a list of committee members and provide to Jon Holtom and Vice President Clay Whittaker (Open);

(b) Jon Holtom tasked Clay Whitaker to add a "Desired Maintenance Request" link for neighbors/members to provide request and advise the Board of repairs needing attention and or suggestions on how we can improve our common areas (Open);

(c) Clay Whitaker informed us that he had obtained donated yellow and white paint and other items so that we can paint the speed bumps. We'll have a small cost to buy some rollers and some small items at a nominal cost. Kelly Zunkiewicz made several recommendations such as suggesting (a) that she would be open and thought other neighbors would be open as well, to painting the speed bump near their residence, (b) that she was more amiable to see the speed bumps painted in white as opposed to yellow. Most attendees expressed a preference of white. Kelly Zunkiewicz, "Sam" Marshall, Tabitha Ellis and the undersigned volunteered to paint. Jon Holtom tasked John Kellerman to set up a date and list of nominal items we need with a list of volunteers and report to him. In turn, the Treasurer or ACC Chair, Clay Whitaker, will purchase the nominal things needed for the project (Open);

(d) Judee Dawkins discussed concerns about several potholes and recommended that we obtain a quote to repair. John Kellerman was tasked to obtain quotes and send email to Jon Holtom and the Vice President, Clay Whitaker (Open);

(e) The Tennis Court needs to be cleaned and is chipping and also in need of some work. The rules and regulations of this amenity need to be reviewed, updated as necessary and disseminated to all members (Open).

(2) Architectural & Control: Clay Whitaker, ACC Chair, reported that he has placed a link on our website at [www.hehahoa.org](http://www.hehahoa.org) for the form to request review of any structural changes and/or improvements in accordance with the ACC Bylaws and Covenant & Restrictions. A discussion ensued and it was unanimously recommended that we also list the approval/disapprovals on the website so that any neighbor(s) who may be concerned can check that link and get informed; this would alleviate and reduce any concerns. The Wiley's reported they will complete a form request shortly for a "lean-to shade" structure they want to build (Open).

(3) Secretary: Reported that she will assist Clay Whitaker in the upkeep of HEHA website and is preparing email collaborative groups and is also working on filing all 2020 HEHA mail and email correspondence.

(4) Treasurer:

(a) Edson Manners, Treasurer, assisted by Clay Whitaker, presented the 1st Quarter Profit and Loss Statement; the document was virtually displayed to all attendees. Edson Manners noted that we

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now have a new income line item that is being generated by Estoppel Payments. The McNally Report was not readily available but will be placed on the website to be viewed after sensitive information is redacted;

(b) It was reported that we had to pay "Road Fund Taxes." A discussion ensued that unpaid taxes for 2017 & 2018 were paid, and that the association pays for "Interest Income" on gains in the Road Fund account. It was also discussed that HEHA may be able to file for tax exemption at a later date, but it's going to cost us money working with a tax attorney to do so (Open).

(5) Public Relations & Recreation:

(a) Candy Strand encouraged everyone to send ideas of how we can improve our community;

(b) It was noted that a neighbor thought the "Danesborough Dr" is not a valid street sign and that it should read "Danesborough Pl", but it was disclosed that it is in fact a separate street than Danesborough Pl, as noted on Google Map;

(c) Candy Strand and the rest of the attendees agreed it would be nice to have a get together block party Post Covid-19 Pandemic. She also reminisced about a Plant Exchange Party that was held and well-received several years ago and she would like us to do that again. Jon Holtom suggested it be done at the Tennis Court area and that we'll probably need at least 7-8 volunteers to coordinate and execute. It was also recommended that we attempt to beautify the two entrances as they represent our neighborhood pride. Jon Holtom noted that they'll relook at the budget and see if they can get our current lawn service provider, Espositos, to give us a quote on getting the entrances mulched with pine and maintained. The Board can probably purchase some drought resistant plants and plant them at entrances; Espositos can then maintain them. The Board does not believe that we can realistically expect any volunteer to water the area weekly. The Chair of the Maintenance Committee was tasked to look into and coordinate quotes from several companies (Open).

(6) Nominations: "Sam" to assist Jon Holtom in reviewing the C&Rs and creating a survey to disseminate to all Members (Open).

(7) Audit: Nick Calabro, Chair, was not in attendance.

(a) A reminder was noted that the requirement for an Independent Annual Audit was voted out at the 4th Qtr 2019 HOA HEHA Meeting, but that they are on track to have Mr. Calabro perform review very soon with Edson Manners and Clay Whitaker (Open);

(b) The \$75 extra HOA Road Fund Assessment was discussed and Jon Holtom believes that it will boost our ability to get funds ready for the repaving of the roads in a few years.

c. School Zones Boundaries: Discussion with Tabitha, et al. Regarding the fact that the last time the school board adjusted the boundaries, they went around our neighborhood and left us in the underperforming school zones. This is an issue that we need to address with the school board to see if we can ever get re-zoned into the better zones.

d. Inquiry Letter from Homeowner: Mr. Charles "Chuck" Cook sent the HOA President, Jon Holtom, a 2nd letter requesting written disclosure of the "HEHA's Attorney's written opinion regarding two major issues: His interpretation of the law regarding property owners being given exceptions and/or forgiveness to violations during the period our C&Rs were judged non-enforceable by you and the attorney; and two, his decision regarding your ACC guidelines which allow detachable sheds." It is the unanimous position of the current Board that we have met and exceeded disclosure by hiring

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the attorney, Mr. Jeremy Anderson to provide a verbal and lengthy presentation of these concerns on November 12, 2019, to the HOA. It is also noted by the current Board that everyone had the chance to ask questions and/or ask for clarification. Additionally, the lengthy presentation is being placed on our website for everyone to view (Clocked at the 12:30 Time Counter). Jon Holtom will draft a reply of the above-mentioned decision (Closed).

4. The meeting adjourned at 9:45 pm. The next HOA Quarterly Meeting is scheduled for Tuesday, July 14, 2020; place TBD.

Liliana Lindsey  
HEHA Secretary

Approved at 3rd Q meeting

Johnathan Holtom  
HEHA President