

# Huntington Estates Homeowners Association

## WORKING GROUP MINUTES

**Call to Order** Tuesday, 2/9/21, at 7 p.m. via [Zoom](#) ID: 699 190 1154; Passcode: 363355

**Objective:** Since we have lots to do in 2021, we want to have a working group to discuss the various projects and confirm who will be the lead to move each forward. We all will likely have to participate in most projects, so it is important to confirm a leader to focus on tasks and report progress for each project at future meetings.

### **AGENDA:**

1. Welcome and Introduce Lois as a new Board member - led by John K  
Lois was not able to join the meeting.
2. Discuss the 2021 budget, in preparation for adoption at the quarterly member meeting - led by Edson  
Edson provided a draft budget for 2021, which included the 2020 budget and actual in the same table (attached below)  
The 2021 budget expenses are the same as 2020 except Building rental \$100 will be moved to On-line meetings. The financial audit is complete through 2019.  
Pick-up of deposits weekly from Registered Agent is no problem for Edson and best way to collect dues.  
To Do: Edson – Pay 2020 Taxes. Use Clay and volunteer homeowner CPA Jennifer Britt.  
To Do: Edson - An audit for 2020 will be scheduled. Use homeowner resources  
To Do: Clay - Add Edson to Checking Account
3. Any Road Fund and Checking Account updates - led by Edson  
Road fund investment has gained over double the 6% target goal  
To Do: Edson - Transfer approx. \$16,000 roll-over from pre-2019  
To Do: Clay - Add Edson to Road Fund Account
4. C&R feedback generation plan - led by Carlos  
There are 36 C&R articles, 26 have some feedback  
To Do: Carlos - Publish current C&R feedback, 4-5 articles per week, starting by 2/13/21
5. Management Co. quotes plan - led by John K  
May not need these services given current Board, but we need to follow-up on accepted request  
To Do: JK – Obtain 3 quotes for presentation at April Quarterly Members Meeting
6. Paving project plan - led by Clay  
Clay reviewed his project plan. Will add more specifics to get apples to apples comparison of quotes

Terry informed that City Utilities water line project will take about a year.  
City already working on budget & scheduling. Project will add some 15 water hydrants to the community.

HEHA paving can start soonest the City completes the waterline upgrades. We have enough funds to get started.

To Do: Clay to bring DOT Contact to review HEHA needs. Invite JK, Terry and Carlos on ride-along

7. Creation of Survey for Natural Gas lines in the community - led by Clay  
HEHA-wide request will assist city in planning and having rights-of-way

To Do: Clay - Draft survey with pro's of adding natural gas by 2/13/21

To Do: Carlos – Distribute the Gas Line survey to HEHA members and collect feedback.

8. Other items not in the original Agenda:

To Do: Clay – Add to ACC approvals a reminder to take down contractor signs within a week of work ending.

To Do: Carlos – Ask Candy to include Contact Information sheet with Stopple Certifications to integrate new homeowners more efficiently.

To Do: Carlos – Send a second meeting notice on the same day as the meeting, as a back-up reminder.

**Next Working Group Zoom:** Tuesday March 9, 2021, 7 p.m.

**Working Group ended 8:45 p.m.** Written by: Carlos Amado, HEHA Secretary

## Attachment:

## Huntington Estates Homeowners Association Suggested Budget for 2021

		2020 Approved	2020 Actual	2021 Suggested	2021 Actual
<b>Income</b>					
Dues		\$40,375.00	\$50,460.34	\$40,375.00	
Estoppel		\$0.00	\$750.00	\$750.00	
<b>Total Income</b>		\$40,375.00	\$51,210.34	\$41,125.00	
<b>Expense</b>					
Quickbooks		\$400.00	\$300.00	\$400.00	
Website		\$100	\$74.74	\$100.00	
Insurance Expense		\$1,200.00	\$981.00	\$1,200.00	\$1,027.00
Office supplies		\$400.00	\$62.10	\$400.00	
Postage and Delivery		\$200.00	\$91.40	\$200.00	
Professional Fees – Corporate Filing Expense		\$65.00	\$61.25	\$65.00	
Professional Fees – Legal		\$4,000.00	\$2,042.50	\$4,000.00	
Professional Fees – Meeting Space Rental		\$100.00	\$90.00	\$0.00	
Professional Fees – Online Meeting Fee		\$0.00	\$23.14	\$100.00	
Repairs and Maintenance – Safety		\$250.00	\$0.00	\$250.00	
Repairs and Maintenance – Entrance and Common Area*		\$1,500.00	\$274.63	\$1,500.00	
Repairs and Maintenance – Interim Road Maintenance		\$1,000.00	\$133.04	\$1,000.00	
Repairs and Maintenance – Lawncare		\$3,700.00	\$3,684.00	\$3,700.00	
Taxes - Investment Income		\$500.00	TBD	\$500.00	
Taxes - HEHA Property* - 3510 Carrington Dr		\$200.00	\$0.03	\$10.00	
Utilities		\$6,000.00	\$5,651.45	\$6,000.00	
<b>Total Expenses</b>		\$19,615.00	\$13,469.28	\$19,425.00	
<i>Total Contribution to Road Fund</i>			\$20,400.00	\$16,000.00	
<b>Net Income</b>		\$20,760.00	\$37,741.06	\$21,700.00	
As of 2015 'MINTAX' none charged					
UNDER MIN' \$0.03					