

## Huntington Estates Homeowners Association WORKING MEETING MINUTES

Friends, there are a lot of links in this email (underlined) to documents in our webpage. Click on the underlined "Go to link:" that appears when you click on the underlined word(s)

Join Zoom Meeting Link:

<https://us06web.zoom.us/j/85022089751?pwd=KzltZGZ0ZDlkMWZmR2hjaVd6Tlp4dz09>

Meeting ID: 850 2208 9751; Passcode: 624874

One tap mobile +13052241968,,85022089751#,,,,\*624874# US

Dial by your location +1 305 224 1968 US

**Location:** 3556 Carrington Dr., Tallahassee, FL 32303 – Secretary Amado’s home -  
For members preferring to participate in person, rather than attend via zoom.

1. **Tuesday, April 11, 2023** – Call to Order **7:00 p.m.**

- Attendance Review and President’s and ACC Report – John Kellerman

Directors: Carlos Amado, John Kellerman, Terry Maier, Casey Wiley, Clay Whitaker, Jim Hoch, Sam Marshall and Sarah Kinel. Absent: Lois Davis. Members: Tina Bauldree, Deborah Newton, Alan Platt, Liliana Lindsey, Barry Kelly. Guest: Richard Cassedy,

- ACC No open requests.
- A couple of builds have not requested ACC review. John to follow-up

2. **VP Report**

a. 2022 Actual Expenses and [2023 Budget](#) – by Clay

- Budget vs. Actual 2022 expenses are shown in a table with similar 2023 Budget
- Goal to have a zero-based budget. Extra dollars go to the road fund.

b. City of Tallahassee Main Waterline Upgrade Project Summary – by Clay

On March 23, the City Underground Utilities & Public Infrastructure team held an Open House meeting for Q&As regarding the Main Waterline upgrade in Huntington Estates. These were some of the main points:

- The \$1.5 million project will replace about 9,300 feet of pipe with larger diameter DR-9 hi-density pipes, that can last 75-100 years.
- The project is expected to start in October 2023 and last about one year. Notices will be published at least 2 weeks prior to the start.
- The number of fire hydrants will be increased from a couple to 15 or so, having these not more than 600 ft. apart.
- Huntington Estates was prioritized due to our plans to resurface the roads in the community. The community resurfacing will happen soon after completion and repair of the roadway trenches for these pipes.
- The approach will be to install the new lines and turn-on individual water sections, prior to removing the section’s existing pipes, so the expected interruption in water service at any home is 15-20 minutes.
- The water pressure is expected to remain as strong, not affecting the pipes into homes.
- Traffic will not be impacted much, with flagmen used, as pipe sections are added.

- Feel free to contact [Charles.Hardgraves@talgov.com](mailto:Charles.Hardgraves@talgov.com), 850-891-6135, the design project manager if you have questions about this. project.

c. Road Fund Brief – by our Financial Consultant Richard Cassedy.

- Return on investment manager for the road fund. Nick Calabro recruited him. Noticed the transition of the HOA culture has improved.
- Covered his background experience and expertise.
- Showed strategy, account capital preservation 4-6% goal, and performance.
- Showed impact of Pandemics, Interest increases, inflation, and other impacts.
- First 2 years increased well, then last year dropped but out-performed the index with less than 30% risk. Clay: \$340K is our current fund.
- Investment options: bigger banks CD, T-bills, Bonds. New goal 3-5% this year.
- For the next 18 months \$200K a guaranteed option. Otherwise, stay diversified.
- Clay will get his slides to post in our records.

#### 4. **Approval of Minutes and Secretary's Report** - Carlos

- NOTE: To keep minutes in real time, the Secretary may need to interrupt before going to a new topic, to ensure the conclusion or action plan after a topic discussion is documented.
- a. Quarterly meeting [Minutes](#) – 1/10/23 - draft posted on the website. Voted to Approve.
- b. Community Recommended Contractors List posted in website and bulletin boards.

NOTE: The Board also meets monthly between Quarterly meetings to follow-up Open Business, New Business, and routine matters. Decision votes will be left for Quarterly meetings to have more member comment. Contact the [HEHASecretary@gmail.com](mailto:HEHASecretary@gmail.com) to get the Zoom password and join these working meetings. Working Group minutes are posted in the [HEHA website](#), and progress is reported in the Quarterly meetings during the officer or committee sections of the agenda. The next Directors working group meeting will be Wednesday, 5/10/23 at 6 p.m.

**The next Quarterly Meeting is Tuesday 7/11/23 at 7 p.m.**

#### 3. **Treasurer Report**

- Jim

- a. 2023 Assessment Due 1/1/23; Late 3/1/23; Delinquent interest charge after 3/30/23
- b. Courtesy reminder sent 2/21/24, Late notice sent before 3/10/23. Paid 75 of 91.
- c. Next step: Mail 16 Certified Notice of Late Assessment (NOLA) by April 15.  
Jim will send a copy of the paid/unpaid list to the Board Members.
- d. PO Box payment due. Agreed to keep the mail box rather than a director's address.

#### 4. **Recreation Committee Report**

- Casey

- Easter Egg Hunt Event on 4/2/23, 3 p.m. at tennis court was a great success
- Bounce House & Slides, Easter Bunny Photos, Free Ice Cones, Crafts and over 424 eggs were "found". Over 50 people attended. Thanks to all for egg donations and participation.
- Planning to have a Halloween Event.
- Will add WastePro's yard and home debris pick-up request info to our Facebook page

#### 5. **Nominations Committee Report**

- Sarah

Nothing to Report (NTR)

#### 6. **New Business or Q&A\***

- a. Proposed changes to By-Laws due to short-term lease incident - see 1. in [HEHA Update](#) email – John. Homeowner will voluntarily stop the short-term lease.  
Carlos to draft and add the requirement of contact info / background checks on renters.  
Discuss at working meeting and plan voting by all members - by end of Sept. or sooner.

- b. Proposed to change in By-Laws to NOT require a CPA to do annual financial audit  
To be reviewed by By-Laws committee with new items from 4a., above. - Carlos
- b. Complaint tracking proposal – not anonymous, but at least by Lot# - John / Clay  
Ask attorney for guidance – Clay. Next meeting discusses the design and next steps.
- c. [Goodwill](#) community pickup date. Saturday, May 6. Start 10 a.m. - Carlos.  
Thanks to Casey for distributing the flyers in the neighborhood.  
Sign-up to have truck come by your front yard and/or help carry heavy material  
Will have signs at entrances and send a reminder email.
- d. Facebook members have no issues accessing. Carlos to check his access.
- e. WastePro pickup information will be posted in Facebook. Need more attention.  
HEHA has no fining process defined and voted on in the C&Rs at this time.
- f. Jim: Want front Entrance flowers? Yes, tell Carlos what you propose and need.

\*Note: Speakers should target 3 minutes max per item or may be asked to submit a question or issue in writing. The HEHA President will provide guidance during the meeting, as needed.

**7. Adjourn for Attorney Feedback.** 8:10 p.m. Board of Directors Confidential Discussion.

Meeting Ended at 8:55 p.m.

Carlos  
Volunteer / HEHA Secretary  
(850) 676-1625