

Huntington Estates Homeowners Association WORKING MEETING MINUTES

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Zoom Meeting

<https://us06web.zoom.us/j/88473809318?pwd=ekV4T0NLR21saW5JYTlpSTNSOEIkUT09>

Meeting ID: 884 7380 9318; Passcode: 447841

One tap mobile +13052241968,,88473809318#,,,,*447841# US; Dial +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. **Wednesday, June 14, 2023** – Call to Order **6:12 p.m.**

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

Directors: John Kellerman, Clay Whittaker, Sam Marshall, Terry Meyer and Casey Wiley.

Absent: Lois Davis, Sarah Kinnel, and Carlos Amado (traveling). Members: Deborah Newton

- No ACC requests.

New empty property home plans were reviewed – to be built in Carrington Dr. JK sent them a note about the garage needing to change its plan. JK to send official denial of plans in the ACC form.

Clay: ACC committee needs to meet at Terry’s or Jack’s to go over a list of things for Terry go talk to folks about. E.g., Edson electrical and plumbing permits missing, Tejada’s shed, Maier’s

Terry: ACC approval are pending until county permits are obtained.

2. **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](#) – 4/11/23 - draft posted on the website. Approve in July.
- b. By-Law vote for updates to 2 articles will be included with 2024-2025 Director elections.
- c. Improved viewing angle and added cement footings to the Danesborough Dr. Entrance Bulletin Boards. Thanks to JK and grandson - Preston - for their help.
- d. Opted to buy a \$80 pressure-washer wheeled round wand after getting a \$600 quote to do the tennis court. Carlos will borrow a pressure washer from JK to do the task. The wand will reduce the work time from a day to half-a-day. The wand will be listed in the HEHA inventory of equipment kept by the Secretary.
- e. Cleaned all 10 Stop signs using an oven cleaner. They look spiffy. Thanks to Sarah for the suggestion.
- f. Cleared small trees encroaching into the road at the Westmoreland Dr. curve in the Jack Dawkins’ lot. This safety need was highlighted by Wayne Glover, using the Maintenance Request in the HEHA website.

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 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, 8/8/23 at 6 p.m.

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

3. Treasurer Report

- Jim

- a. Jim reviews the 2023 unpaid assessment list – 4 homeowners.
- b. Secretary mailed 10 Certified Notice of Late Assessment (NOLA) April 15.
- c. Next step in SOP is Treasurer sends list to attorney for Notice of Intent to Lien to these homeowners.
- d. \$40K can be transferred to the Road Fund.
- e. Terry: Have we done the 2022 audit? JK: Barry is thinking about doing it.
Need to do this before November, but may have said we would do it in April (?)
Clay: May follow Nick's approach of reviewing the books on line and auditing transactions. Pull from the website. Nick's been very busy. Clay to contact Barry.

4. VP Report

- Clay

- a. Road Fund investment account update \$310K. \$35K will be used for GPI Engineering requirements to use in soliciting bids. To be reviewed by the community for comment.
- b. City's Charles Hardgrave will be bidding water main – to close by end of July.
- c. Terry: 3 bids were obtained years ago when trying to raise the assessment. 70% water branch lines were damaged and filled asphalt. Are we getting 3 bids? Can we save money from Dustin? How long will it take us to get enough money – 3 to 4 years?
Clay: We walked with 3 Engr companies for requirements – to have one approved approach. Then get fair, competitive bids for the overall project from the same requirements. Maybe the city will help. May take 3 years to have the money.
JK: We also have the option of borrowing money. Clay: Collateral is a challenge.
- d. We are moving ahead in putting a large amount of the fund into a long-term, staggered periods, CDs. Vote by the board.

5. Recreation Committee Report – Casey

- a. Planning to have a Halloween Event. A little simpler – Halloween or Christmas
Anyone has a Projection Screen? Carlos has a projector, outdoor screen, generator and speaker.
- b. Dog Parade update. Give prices. Maybe split dogs by breed size categories. Still working it.
Will talk to Candy. Looking for possibly others help organize.
- c. Not planning to do anything for the 4th of July, since Casey will be out of town.
- d. JK: There was a biting incident in the neighborhood. A dog got lose from its collar leash.
Carlos told victim to report to Animal Control for maintaining a record on the dog.

6. Nominations Committee Report – Sarah

- a. Need the 5 Directors ending their 2-year term to declare their intent to run again:
John, Terry, Jim, Sarah and Casey. Yes: JK, Terry.
Casey TBA - possibly will run – starting new job. Sarah TBA. Jim discussed ideas to improve Treasurer duties, but due to personal challenges will not run. Sam: Marisol agreed to run.
- b. Carlos sent to Sarah and Sam a copy of By-Laws Article VII that describes the Nomination Committee and the election process.
 - Determine number of vacancies. Seek volunteers to fill these, up to double the vacancies.
 - Get paragraph from each candidate – including incumbents and new
 - Secretary design ballot and cover letter
 - Present list of candidates at the October Quarterly Meeting
 - Mail ballots to members at least 14 days prior to the annual November meeting – where votes will be certified.

7. New Business or Q&A*

- a. Complaint tracking proposal – not anonymous, but at least by Lot# - Clay
Will not be able to require anyone to identify themselves.
Valid complaints will be investigated and posted with status.
Tracks addresses where the violation occurs.

b. Also change to Article VIII, Section 5 to aim to have a slate that fills all directorship vacancies. The committee can still recruit up to double the vacancies but is not required to have at least one more nominee than the number of vacancies – so there is one loser.

ARTIVLE VIII - ELECTION OF DIRECTORS AND NOMINATIONS COMMITTEE

Section 5. The Nominations Committee shall finalize the slate of nominees so that the number of nominees shall be ~~no fewer than 125 percent equal to the number of vacancies~~ and no more than 200 percent of ~~the directorships to be filled of these~~. The Nominations Committee shall report the slate of nominees to the Board of Directors at an October Board meeting

*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.** Board of Directors Confidential Discussion at 7:15 pm.
Meeting Ended approx. 8:00 p.m.

Carlos Amado
Volunteer / HEHA Secretary
Maintenance Committee Chair
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