

# 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)

Zoom meeting link:

<https://us06web.zoom.us/j/84178922338?pwd=AghSaqR8OFZNbgOTIG9A7wkDhbBph9.1>

Meeting ID: 841 7892 2338; Passcode: 530987

One tap +13052241968,,84178922338#,,,,\*530987# US By Location +1 305 224 1968 US

For members preferring to participate in person, rather than attend via zoom.

**Location:** 3556 Carrington Dr., Tallahassee, FL 32303 – Secretary Amado's home

The agenda has some information known now and "tba" for info "to be added" at the meeting.

### 1. **Tuesday, March 11, 2025** – Call to Order at **7:05 p.m.** Begin Recording

- Attendance Review – Dawn

a. Directors: Dawn Haggerty, Carlos Amado, Terry Maier, Sam Marshall.

Absent: Clay Whittaker, Liliana Lindsey, Marisol Roberts Sarah Kinel and Casey Wiley.

Members: Deborah Newton

## I. Old Business and Director Reports

### 2. Secretary and [Maintenance Committee Reports](#) – Carlos

- NOTE: To keep minutes in real-time the Secretary may need to interrupt to document the conclusion or action plan after a topic discussion.

a. Click this webpage link to view the Quarterly Meeting [Minutes](#) - from 1/14/25.

- Vote to Approve these Meeting Minutes will be done in the April Quarterly Meeting

b. Introduced to our attorney, Jeremy Anderson, the new President and VP/main contact Dawn and Marisol. Got updated on training requirement and published March schedule for new Directors Dawn and Liliana. Also recommended that other Directors attend the free course to catch up on latest laws that took effect July 2024.

- He will provide continuing education zoom training of 2 hours length twice annually.

- Discussed potential C&R updates for Records retention, Hurricane protection & removal, process for violation fines (Jeremy to provide examples).

c. Posted in the HEHA home web page the 2025 Budget, Recommended Contractors list, and the Durable Items inventory (e.g., tools and decorations), and key distribution list.

d. Published a Newsletter with assessment reduction, due date and natural gas survey info.

e. Published flyer of Hygiene Products collection drive for TSSC students by Allison Humphreys. This is an eight-grade community project we wanted to support.

f. Removed the policy number in the posted HOA Commercial Liability Insurance copy, as recommended by Liliana. Have the 2022 and 2024 renewal copies, including price.

- g. Provided access to the HEHA Secretary Google Drive to Liliana to empower her administrative assistance.
- h. Requested the financial audit chair to sign the copies of his annual reports, so our records don't just have an unsigned version. Also requested to do the audit earlier than 11-12 months after the year ends – as done in previous years.

### **Maintenance Committee Report**

- Repaired Tennis court serve line. Laminating was a tripping hazard.
- Updated 2025 budget by better identifying maintenance expense categories.
- Obtained 4 quotes for the tennis park shed concrete slab: \$2,000 (L), \$1,800 (H), \$1,500(R), \$1,200 (J), from neighbor-recommended contractors. Green light for 1.2K (J). Dawn: Ensure that we are lice
- Removed broken tree from the water drainage creek behind Carrington Dr. It had fallen from a lightning strike. In addition to using a personal chainsaw, had to rent a large chainsaw (\$79) to cut the large trunk of the tree. Divided into 10 piles of logs and branches for WastePro removal. I was assisted by George Jackson who resides near where the tree fell.
- Cleared remaining portion of Carrington Dr. drainage creek - from Newton/Kimball property down to the dead end – behind 12 lots. Utility crews cut trees at the dead end, but some limbs were in the creek. The creek trench in this varies in depth from 4' to 20' and runs in a significant downward slope, so the risk of flooding is almost nil.
- After discussing the road rain drain cleaning at the Sutton Pl and Dorset way intersection with Mr. Hagen, neighbor and owner of Roto-Rooter, we decided to do a flushing concurrent with strong rains in June. The cost would be half as much as vacuuming out.

NOTE: The Board meets monthly between Quarterly meetings to follow-up Open Business, New Business, and routine matters. Most decision votes are tabled until Quarterly meetings to have more member comments. All meeting minutes are also posted on the [HEHA website](#), and progress is reported in the Quarterly meetings. Contact the [HEHASecretary@gmail.com](mailto:HEHASecretary@gmail.com) to get the Zoom passcode and be able to join these working meetings.

- a. The next Member's Quarterly Meeting will be Tuesday 4/8/25 at 7 p.m.
- b. The next Director's Working Group Meeting will be Tuesday 5/13/25 at 7 p.m.

Terry: Financial Audit discussion – want to have it done soon after the calendar year ends.

Terry: Creek mediation discussion – Carlos briefed the facts.

### **3. Treasurer Report** - Sam / Clay

- a. These Numbers are from last meeting. Total funds per MoneyMinder **\$30,186.72**: Total Truist Bank balance \$7,532.69, with the remainder \$21,502.98 in the Investment/Road Fund.
- b. Bank account news – updated back-up authorization from Clay to Marisol.
- c. 2024 Financial Audit to be done earlier than previous years' Nov-Dec timeframe.  
We need the Auditor to sign the audits, not just his typed name and list of the committee.
- d. Status of introduction of Sam and Dawn to financial advisor – Richard Cassedy  
Richard Cassedy pulls the money for investment fund.  
Sam to remind Clay and invite Marisol as Sam's back-up.

- e. Updated Estoppel form with new 18% interest rate. Previously noted the 7% in effect.
- f. 2025 Assessments paid: Slightly half folks have paid. Will send reminders to pay.

*For Reference: FL Statute Chapter 720.308 (3) Assessments and installments on assessments that are not paid when due bear interest from the due date until paid at the rate provided in the declaration of covenants or the bylaws of the association, which rate may not exceed the rate allowed by law. If no rate is provided in the declaration or bylaws, simple interest accrues at the rate of 18 percent per year. Notwithstanding the declaration or bylaws, compound interest may not accrue on assessments and installments on assessments that are not paid when due. [Note:  $\$425 \times 18\%/12 = \$6.37/\text{mo.}$ ]*

*(a) If the declaration or bylaws so provide, the association may also charge an administrative late fee not to exceed the greater of \$25 or 5 percent of the amount of each installment that is paid past the due date. [Note:  $\$425 \times 5\% = \$21.25$ ]*

**4. Architectural Control Committee Report** – Sarah / Terry

Sarah had nothing to report before departing on a family vacation.

Terry: Was Candy's Home tree cutting approved? Sam: Drain field was cleared.

Terry: Leonides: Has approved concrete. Was shed approved? Will ask with Sarah.

**5. Recreation Committee Report** – Dawn / Casey / Sarah / Carlos

a. The next event is Easter Egg Hunt in April. Dawn to follow-up with Casey and Sarah.

Casey has plastic eggs and games used. Will do event Saturday 12<sup>th</sup> of April.

Carlos and Dawn to pickup HOA material within two weeks

**6. Nominations Committee Report** – Marisol / Sam / Carlos

a. Update or Nothing to report (NTR)

b. Lois has confirmed that she will start participating at meetings.

## **II. New Business / follow-ups, and Q&A\***

a. HOA IT Updates – Clay

- Marisol to become the HOA Webmaster after training from **Clay**. Sam to assist.

- Google Drive share with Liliana as [HEHAassist@gmail.com](mailto:HEHAassist@gmail.com)

b. 2025 C&R Update Project – Liliana

Spring Cleaning Reminder – a positive way to remind folks on common violation avoidance

Not discussed further, since Liliana was absent and had not briefed Dawn as expected.

\*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.

## **III. Confidential/Attorney Discussions** – Board of Directors only.

Adjourn if not needed.

Meeting ended at 8:14 p.m.

Carlos Amado  
Volunteer / HEHA Secretary  
Maintenance Committee Chair  
(850) 676-1625