

**Huntington Homeowners Association of Pinellas County, Inc.**

Board Meeting

**September 5, 2023 at 5:00 PM**

Via Zoom and Ameri-Tech Home Office

MINUTES

1. **Call to Order – Quorum verification** - The meeting was called to order just after 5PM by Steve Puskas. Board members present were Steve Puskas, Gloria Woods, Diane Spaulding, Sue Ulrey, Todd Leiser, Richard Van Peer and via Zoom, Brian Conlon.

Notice was posted at the guardhouse 48 hours prior to the original date of August 29 and prior to the rescheduled date of September 5, 2023.

2. **Consideration of minutes of previous meeting**

Steve made a MOTION to approve the June 29 minutes and Gloria SECONDED the motion. All others in favor. MOTION PASSED

3. **President's Report**

- a. Steve reported that we weathered the hurricane without any noticeable damage to any of the homeowners, thanks to our basic hurricane preparedness.
- b. Steve mentioned that the pool cage of the front corner house has been redone. The owner lives in Ohio so has not been present for the work. Steve proposed that Jim confirm the color (bronze).

4. **Treasurer's Report**

- a. Revenue
  - 1). 2406 Hampton Lane West has not paid Association dues since September 2022. Accounting software shows the case is with Rabin Parker. Jim Mateka to follow-up on current status with legal counsel.
  - 2) 2406 Huntington Blvd is slightly behind. No action suggested at this point
  - 3) 3 other homes with occasional missed payments, which may be associated with the change in the dues rate.
  - 4) The Association is, therefore, about \$3,670 under budget for revenue.

- b. Expenses
  - 1) Expenses over budget include \$6,000 at year end for the management fee, \$5,000 year to date for legal fees. Steve raised the idea of looking for another legal firm. Ameritech will supply a couple of recommendations.
- c. The above has resulted in Expenses being over budget by \$7,653 year to date.
- d. Todd requested that Jim include the Income Statement Summary in the Board packet.
- e. April, May and August irrigation invoices from West Coast are still being held, awaiting clarification from the company.
- f. Jim suggested that the discussion of homeowners in arrears occur in the Executive Sessions, not the open meeting.

#### **5. Manager's Report**

- a. Jim Mateka discussed the topics he usually includes in his Manager's Report.
- b. Jim discussed the budget meetings he has scheduled:
  - October 17 Budget Workshop Open to homeowners as well as the BOD
  - November 7 Budget Approval Meeting
  - December 5 Annual Meeting
- c. Walk-throughs Jim proposed establishing a same day of the week schedule for the monthly walk-throughs. Gloria presented the form to be used on the walk-throughs.

#### **6. Open Forum for Homeowners**

- a. Robin presented the concern that membership had not received the agenda for the meeting date that was rescheduled due to the Hurricane.
- b. Sue Ulrey presented a concern of a homeowner re: being charged for a malfunctioning gate fob. Steve said that the homeowner should ask for a refund as it was not the homeowner's fault that it was faulty.

#### **7. Committee/Working Group Updates**

- a. ARC
  - 1) 1608 Hampton Lane and 2413 Huntington Blvd have each completed their approved landscaping.

- b. Wall Working Group
  - 1) Gloria discussed the challenge of getting quotes from multiple vendors. Currently, only one vendor, Motts, is interested in doing the work. She presented two options for the scope of the repair:
    - a) Option 1– to replace 135 feet and repair 200 feet of the wall on Enterprise which is where a portion of the wall fell and the remainder of this section is in danger of falling off
    - b) Option 2 – to replace the entire 335 feet of the wall on that flat section of the wall which will provide stability for the remainder of the wall on Enterprise.
  - 2) Steve made a MOTION, which was Seconded by Gloria, giving the wall working group approval to get two quotes from Motts and to only focus on the 325 feet of wall on Enterprise.
- c. Gloria presented information about a \$5,000 grant from Safety Harbor which could be used to support the wall project or the sidewalk repair project. The Board agreed to request the grant for the Sidewalk Repair Project.
- d. Sue discussed providing the homeowners with information on their responsibility for maintaining adequate Easements. A letter will be sent to Homeowners without photos. The Board agreed to review the letter within 10 days and send comments to Sue prior to sending it out.

## 8. Old Business

### a. Contracts

#### 1) Landscaping

Reviewed proposals from Millenium, John Evans and West Coast for landscaping, without irrigation services.

Sue made a MOTION to stay with West Coast for landscaping, to remove irrigation services from them and to remove annual plantings from them. Gloria Seconded. All agreed. It was suggested to check with West Coast to see if mulch had been accidentally left out of their contract as it had previously been in their contract. Steve then recommended signing up for a year with them as opposed to the current month to month agreement. Steve made a MOTION which Gloria Seconded to contract with West Coast, with no annual plantings and no irrigation, for a designated period of time if the rate is not higher than currently paying.

- 2) Proposals for irrigation services were reviewed. Gloria made a MOTION, seconded by Diane, to contract with RainRight for irrigation services. All approved.
- b. Sidewalk Quotes  
Current quotes are much higher than budgeted. Jim knows a contractor he has used before who has reasonable rates. Plan for Gloria and Jim to walk neighborhood and identify and mark sidewalks that present trip hazards. Jim to then obtain quote to repair those.
- c. Homeowners Maintenance Violation Notices  
For minor infractions (such as painting chimney caps) decided to inform homeowners about their responsibility but not to include them in the tracking of Violation notices.
- d. Pool Filter and Timer  
Pool needed new timer. Quote fore \$240. MOTION by Steve, Seconded by Richard to replace the timer for under \$300. All approved
- e. Irrigation Leak Status – Jim to meet with RainRite and Westcoast to get bids to repair.

## **9. New Business**

- a. Fining Committee  
Discussion about whether or not to develop a “Fining Committee” which would be empowered by protocols to enact fines on homeowners who are non-compliant. There was support for the idea. All agreed that more information is needed before any decisions can be made. Jim to contact Rabin Parker for their guidance. Sue and Brian to form a working group to investigate the potential legal impact and suggested that a lawyer be a member of the committee which will be considered as the guidelines for the committee are developed. The Board discussed and agreed that the final violation notice on 2406 Huntington Blvd be re-sent while the above committee is being considered.
- b. Area Behind Emergency Gate  
It was decided to leave this issue for now.
- c. Safety Harbor Grant  
It was decided to apply for the \$5,000S Safety Harbor grant for the Sidewalk project. Gloria to submit the application.

**10. Date of Next Meeting:** November 7, 2023 at 5PM

**11. Meeting adjourned**

