

Huntington Homeowners Association of Pinellas County, Inc.

Board Meeting

Thursday, January 12, 2023 at 6:00PM

Via Zoom and Ameri-Tech Office

MINUTES

1. **Call to Order- Quorum verification** - The meeting was called to order at 6:00 PM by Steve Puskas. Board members present were Steve Puskas, Sue Ulrey, Gloria Woods, Brian Conlon, Todd Leiser, Diane Spaulding, Rebecca Fink, and Carol Crawford.
2. **Consideration of minutes of previous meeting** – Todd made a **MOTION** to approve the November and December minutes. Gloria **SECONDED** the motion. **MOTION PASSED.**
3. **Officer Reports**
 - 1) President –
 - (i) Steve started by thanking the new board members for their contribution to the community.
 - (ii) Board Training Classes flyers were included in the board packet. Sue Ulrey stated it is necessary for the board members to complete the training for insurance purposes.
 - (iii) The update on the leak in the irrigation near the Front Entrance: Sierra believes it was completed by Westcoast Landscaping within the \$250 allowance. She will check back through her emails to confirm. There is some water that remains long standing after sprinklers are off giving the appearance of a continued leak.
 - (iv) There is currently no update on the Property Manager Contract due to the holidays, but Steve Puskas is still actively working on this.
 - 2) Treasurer –
 - (i) Requested a meeting with Huntington HOA Accountant.
 - (ii) The board agreed that fees should be charged for late payments. It was proposed to push the late fee notice to be sent out by Ameri-Tech to the 20th of each month as some payments do not process until after the 15th. They also would like late fees to incur after 30 days delinquent, based on late fee language in the documents, with interest of the maximum legal rate. Sierra will check as to whether it is \$100. Todd made a motion to approve the late fee change and Carol seconded. The motion passed.

(iii) Todd requested Sierra follow up on the \$5k grant check status. Sierra stated that one had been received, but we were still pending the second check. Gloria stated that additional information for the second check was requested from the city of Safety Harbor re: the lighting grant. The vendor has been contacted about the needed information.

3) Management Report –

- (i) Sierra stated that Consolidated Electric will be sending a quote to troubleshoot the electrical for Pond 1. Robin and Jim Zymroz stated the pond was operational when leaving the community earlier in that afternoon. Sierra told the board she would follow up with Consolidated Electric.
- (ii) Sierra stated that she has contacted Mr. Handyman, Bill Brown, JBolt, and Specialty Builders to obtain quotes for the action items on the list provided in May, but has not received any follow up regarding the quotes. Mr. Van Peer will supply the name of a paver company to try and assist with the pavers in the front entrance.
- (iii) The gate openers were on back order. Sierra followed up with Accurate Electronics regarding the order, and they stated that they should be there within the next twelve days. Once received, Sierra will contact the residents awaiting the new openers.
- (iv) Diane Spaulding had questions regarding the vendor gate codes not being temporary. Sierra King explained that if it is a vendor that is onsite regularly, the gate code stays in the system for that particular vendor. The board requested the report for each vendor. Sierra will work with IT to verify the codes and activity.
- (v) The battery backup at the Guard's House needs to be replaced. Steve Puskas made a motion to buy a new battery back-up for the guardhouse for \$120.95. Diane Spaulding seconded the motion.
- (vi) The pedestrian gate will not update in the Door King system and new codes will not open the gate. Sierra contacted Door King and all seems operational. Requesting to obtain quotes from gate company.

4) ARC Update –

- (i) 1606 Huntington Pl. Todd is going to contact the owner to discuss the timing of the plantings in front of the fence, as required by ARC.
- (ii) 2406 Huntington Blvd removed a specimen tree and replaced it with a non-specimen tree without ARC submission. This has become a violation.

- (iii) 1613 Hampton Ln. removed screening from the pool cage. Requesting ARC send a letter to owner to seek ARC approval for completion.
- (iv) 1612 Hampton Ct. has an approved ARC form for plantings. The approved tree has been planted but the other plants have not yet been planted. ARC will send an email to the owner to obtain plan for plantings.
- (v) 1612 Hampton Ln. painted their home without ARC approval. This has been turned over to the board for violation.
- (vi) 2417 Huntington Blvd. has built a structure in their backyard, which is prohibited by language in our documents. A violation letter citing the specific language will be sent asking for the owner to remove the structure.

5) Wall Update –

- (i) Currently awaiting contractors to come out and provide estimates for stabilization and repair to the Enterprise Wall in order to preserve as much of the wall as possible.

6) Easement/drainage update –

- (i) There has not been an active working group formed but the board agrees to move forward with recruiting people to join the working group Sue Ulrey indicated it is a lot more than just the easements along the walls and will be a heavy time consuming issue.

7) Lighting Project update –

- (i) The project has been completed.
- (ii) Additional expenditures obtained emergency approval from Sue Ulrey and Steve Puskas due to it being unsafe that there were no lights on at the front entrance. The lights were ordered and installed for \$2089.22. This was moved by Sue Ulrey for ratification.
- (iii) The guard house lights are hardwired to the breaker without a switch. The bulbs were replaced with Wi-Fi bulbs and an extender. Sue Ulrey moved to ratify.

4. New Business -

- 1) Newsletter –.

- (i) Carol Crawford created a Newsletter to go out to the Community. She is requesting the Newsletter to be the responsibility of the Secretary. The board agreed to create a letter quarterly. Carol will create a draft to be sent to the board for approval. Sue Ulrey reiterated that nothing legal or non-consensual be placed in the Newsletter. Gloria made a motion to accept the Newsletter. Steve seconded the motion.
- 2) Website Hosting-
- (i) Gloria Woods spoke to Sierra King regarding the website update/ cost. Sierra told Gloria to reach out to Mike Perez of Ameri-Tech to verify if they can go month to month on the website cost.
 - (ii) Sierra King will be working with IT to work on the website updates.
- 3) Elect an ARC Member to fill Nancy Caplan's Position -
- (i) Sue Kelly and Rebecca Fink were proposed for the open position. Sue Kelly was voted to be on the ARC Committee.
- 4) Contract Review-
- (i) Landscape Contract – Gloria Woods will identify additional landscape contractors for when the West Coast contract expires May 1.
 - (ii) Irrigation System Maintenance – The board is looking into whether or not it is better to stay with the current landscaping company for irrigation or to seek outside irrigation work.
 - (iii) Property Management – Steve Puskas has contacted additional Property Management Companies.
- 5) Maintenance Items –
- (i) Pavers in Front Entrance – Richard Van Peer will contact a paving company for a quote. Diane Spaulding suggested LRE Paving. Sierra King will reach out to LRE for an additional quote.
 - (ii) Guardhouse Repairs – Drywall repair needed after A/C Leak. Sierra King will contact a contractor for a quote to repair the dry wall as well as removing the cabinet and sink to create a storage area for the Association.
 - (iii) Repair and Replace 5 Lights in Entrance Fountain – Kyle Mitterman with Your Pool Company has suggested that the fountain be drained, acid washed, and the lights be replaced. There is a warranty for this work. Sue Ulrey showed Your Pool Company's contract had not been signed with the updates created. Steve Puskas stated he will work to get the contract signed from Kyle.

(iv) Pond 1 issues – Lights and fountain are operational as of today. Sierra will contact Consolidated Electric for an update.

6) Nominating Committee –

(i) A Nominating Committee is no longer required per Statute, but is a board decision. The board has voted to continue with a nominating committee.

5. Open Forum-

1) Streetlights reported out with Duke Energy. Sierra King has reported one outage due to resident concern but has not been made aware of others.

2) Discuss Insurance at the next meeting. Meeting Date is scheduled for 02/28/23 at 6:00PM.

6. Adjourned – 7:36PM