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▼ **2024**

▼ **February 5**

- Huntington Homeowners' Association Quarterly Meeting Minutes February 5, 2024

The board of directors held a regular quarterly meeting by the pool on Monday, February 5th, at 8pm.

Board Members Present: JA Booker (23), Tim Baker (16), Gabrielle Schlichting (20), Pam Haigh (27), Mark Welton (12)

Other Members Present: Jackie Collom (10), Hillary Cone (24)

The meeting was called to order at 8:04pm by President JA Booker (23). Election of Board Officers:

The board selected Tim Baker as Treasurer.

The board selected J A Booker as President.

The board did not select a Secretary and will leave the position vacant for the time being. The board will alternate the responsibility of recording minutes to a different board member each meeting. Tim will manage the contact list.

New Business:

Water Bill:

As discussed during the annual meeting, January's water bill reflects a tripling of usage from November's reading. The board will be following up on identifying the source of this increase. If unable to pinpoint the source of the extra water usage there may need to be some further exploration, like hiring a plumber, to determine where it's happening. Tim has been monitoring the meter daily since receiving the bill, around 4pm, in an attempt to narrow down the source of the problem. Huntington's single water meter shows how quickly water is flowing and there are times of the day when it is not flowing at all indicating that there is not a continuous leak. Gabrielle has volunteered to collect meter data in the mornings to add to Tim's afternoon data.

Dead Tree at Pool:

The dead tree is on the neighbor's property. The board has previously reached out to the owner of the property and they are not interested in taking action. JA consulted the arborist when they were here to see to our other trimming. The arborist stated it needs to come down. JA has put in a request with the city to condemn the tree via their online portal See. Click. Fix. but is having difficulty getting a response from them. Pam volunteered to follow up and see if we can get some action taken. If the tree is condemned by the city, they may compel the property owner to act.

The meeting was adjourned at 8:23 pm.

Jackie Collom

▼ **November 11**

- **Board Members Present:** JA Booker (23), Tim Baker (16), Gabrielle Schlichting (20), Pam Haigh (27), Mark Welton (12), Philip Foley (15), Lola Walker (21)

Other Members Present: Herb Haigh (27), Alison Murphy (3), Joe Maka (18), Stacie Booker (23), Quay Peters (19), Lisa Palmer (9), Robert Nee (26), Hillary Cone (24), Anne Marantz (8), Rick and Nancy Chapman (4), Karen Kaufman White (22)

The meeting was called to order at 7:30pm by President JA Booker.

Motion to approve minutes from last meeting made by Philip Foley; seconded by Gabrielle Schlichting. Motion passed.

**President's Report**

Trim Update

- We have finally reached the end of the trim repair project. Five months was longer than we expected, and everyone's patience is appreciated
  - Underlying problems were also repaired
  - Tim Baker and JA Booker previously discussed, "Why \$31,000?" Partly because we hadn't had any trim work done for about 4 years. From this point we will strive to stay ahead of it
  - Mark Welton picked up some here and there kind of repairs on his unit.
- Post-storm(s) cleanup and repairs
- Still have some storm repairs. Jon Myers roofing was here last week, and is

preparing estimates by unit

- For repairs that fall under owner's responsibility, it is the owner's choice of whether to use Jon Myers.

Treasurer tasks

- In light of Tim Baker's illness, Nancy Foley volunteered to take care of basics, such as paying the bills
- From this point Nancy is serving as an apprentice to Tim for the larger range of treasurer responsibilities.

### **Treasurer's Report**

Tim Baker noted a second reason for higher trim cost is that the balconies were included, using high quality materials, which should last indefinitely.

(See "New Business" below for the balance of the Treasurer's Report)

### **Old Business**

Beneficial Ownership

- The US Government is making sure that US corporations aren't laundering money or otherwise mishandling funds. To that end, a form had to be completed by 12/31/24 in order to avoid a steep fine
- We sought guidance and it was determined that since we can't have 27 separate owners on the form, only one name would be submitted – JA Booker. The form was timely filed.

Landscaping Committee – Stacie Booker reported for the Committee

(First, from President JA Booker: Thanks to all who have cleaned up post-storm(s) – raking, sweeping, loading trucks, all of which easily saved us \$3,000)

- Link to [Huntington Landscaping Committee](#) – Report to the Board 11.11.24
- Members are asked to send any questions they may have, as well as any landscaping company recommendations to the Landscaping Committee.
- Additional landscaping updates provided by President JA Booker:
  - This landscaping project is over and above what we have budgeted for regular care and replacement of original plantings. This redesign only covers the public spaces, and is likely to entail a special assessment – unfortunate, but necessary. Many of our plants can't be restored – some of them we can't cut back without killing them. It is my intention that whatever is ultimately endorsed and approved will only add to the value to the property
- I terminated Ron and Buzzcuts today. We have paid him for the month of November. Ron is clearly not equipped for the job. Thanks to Mark Welton for mentoring Ron and trying to help him establish his business
- Starting December 1, we will be using CLS Landscape, the company that takes care of The Cottonwood next door. They are well staffed and work only during work hours; the contract is clear and explicit on both sides. And the price is the same as Ron's. Contract will be posted once it is fully executed
- Noted that palm branches and other debris can't be left in the alley. Fines could result. We are deemed a commercial property, which means that the City will not pick up.

Painting

- The cost of painting our buildings has more than doubled. This is money already set aside in our budget, but doesn't leave much wiggle room
- Will paint all buildings and trim, but not walls or gates
- Planning to paint during the 4th quarter of 2025.

Water Leak

- We were never able to identify the source
- A couple of recent developments
  - It appears the swimming pool has been leaking significantly; JA Booker has found a mechanism for testing this
  - Also found by pure chance that the Haigh's unit (27) likely has a leak from the main line for our community
  - Also, Unit 27 has a significant leak under the foundation; leak detector and others are working on how to fix it. If this is a breach of water supply for the unit, it may be that we are all vulnerable to it
- Thanks to the Haighs for doing the legwork and keeping us all informed
  - We have been paying so much for water over the last year and a half. We may be able to get some relief from the City, if we fix the problem(s) and save our receipts to present to the City
- JA Booker mentioned all of this even though we are in the very early days of

understanding what we've got. Practically speaking, we may need to have every unit checked. Will talk more when we have more information and a proposal for what to do about it.

### **New Business**

#### Hurricane follow-up

- We haven't had Bay City Trees out yet, but they will clean out the tree and suggest a different kind of trimming in order for the tree to be less vulnerable
  - As for the trees on 4th Ave. N – the City is responsible for assuring that those trees are healthy
  - Roofs – some have expressed concern about impact. Jon Myers walked all of the roofs and concluded that we took no hits; no roof damage
  - If you do experience any leaks, interior damage is your responsibility and perhaps your interior person can help identify the source of the leak
  - None of the aluminum pieces that found their way to our property came from our structures. All were blown here from other properties
  - The City is promising that by midnight January 11, 2025, everything will be picked up.
- #### 2025 Budget and Monthly HOA fee
- Tim Baker presented the Proposed 2025 Budget. [Link to 2025 budget.](#)
  - Some explanations were given regarding typical cost increases, such as insurance, monthly pool service, and cable; the atypical increase results from the difficult water usage dilemma we are still working to solve
  - Bottom line: the above adds up to an increase of ~10% to HOA fees:  
\$505/mo beginning January, 2025
  - any unused HOA fees will go into our reserves
  - discussion ensued concerning the fact that the main water intake on 4th Ave. N. is still in the name of the developer, Hyde Park Builders. This could become particularly problematic if we do at any point get a refund for some of our water costs from the City
  - JA Booker reminded residents that in 1998, a consultant was hired to help the original Board determine what our reserves should be. When we replaced the roof in 2018, that 1998 estimate was within a few hundred dollars. So, we are reasonably confident about not being saddled with other costs
  - Motion to approve 2025 Budget and Monthly HOA fee made by Philip Foley; seconded by Pam Haigh. Motion passed.

#### Adjournment

Motion to adjourn made by Pam Haigh; seconded by Gabrielle Schlichting; motion passed and meeting adjourned at 8:35pm.

### **Karen Kaufman White**

## ▼ 2023

### ▼ February 19

- The board of directors of the Huntington HOA met at 1:22 p.m. Sunday, February 19, immediately after the conclusion of the association's annual meeting.

Officers: Phil Foley nominated Tim Baker to continue as treasurer. Lola Walker seconded the nomination, which was approved.

Tim Baker nominated Jackie Collom as secretary. Phil Foley seconded and the nomination passed.

Mr. Baker nominated JA Booker to continue as vice president. Mr. Foley seconded and the nomination was approved.

There were no candidates nominated for president. Mr. Booker and Pam Haigh did not attend the meeting. Mr. Baker said he would ask if either one of them would be a candidate for president.

The meeting was adjourned at 1:28 p.m.

Tim Baker  
Treasurer

### ▼ August 21

- The board of directors held a regular quarterly meeting by the pool on Monday, August 21st, at 7:30pm.

Board Members Present: Jackie Collom (10), JA Booker (23), Pam Haigh (27), Mark Welton (12)

Other Members Present: Herb Haigh (27), Lisa Palmer (9), Anne Marantz (8), Joe Maka (18), Lola Walker (21)

The meeting was called to order at 7:37pm by President JA Booker (23).

Approved minutes from previous quarterly board meeting.

President's Report:

Signs: New signs at dumpsters appear to be working and have mostly resolved the issues. Although, special item pickups seem to be taking weeks to actually be picked up.

Window approvals: Unit 1 windows are nearly completed. Any new window projects will require approval.

JA Booker asked for volunteers for a landscape committee. Committee members are: Pam and Herb Haigh, Lola Walker, Anne Marantz, and Lisa Palmer. They will seek landscape design proposals for the community that may possibly reduce overall water usage and maintenance needs in the long term.

The community contact list is being updated by Jackie Collom. This will be made available to the community. She will also be creating a list of currently and previously used vendors/contractors.

Treasurer's Report:

Tim Baker has submitted this report electronically. (PENDING) (Note: the August treasurer's report is available under the Finance tab).

Old Business:

Gate: The gate was structurally broken in the most recent gate issue. A bar at the back of the right gate (that assists the gate in opening) had bolts that had rusted off and the bar had wedged itself in a way that prevented the gate from opening or closing. Our service company was contacted on Saturday and arrived Monday to diagnose and resolve the issue. Going forward, community members will contact one another after an attempt has been made to reset the gate to prevent multiple members from repeating troubleshooting steps unnecessarily.

Landscaping Contractor:

Mark Welton contacted over a dozen companies to find a new landscape maintenance company for our property. Most were not at all interested in the job. Our new landscape maintenance company, Buzz Cutz, works very hard. His rate is an increase of \$300 per month but this was expected after our costs for maintenance had not had an increase by our previous company for many years.

New Business:

Trees: The large tree on the property line near the pool is dead. A large branch broke off earlier this summer. The adjacent owner has been contacted and has no interest in assisting with its removal. It was recommended that we contact the city to see if there is any assistance they could provide with regards to its removal.

JA Booker will meet with our tree trim company in the next couple of months to get pricing on cutting back the trees on 4th Ave N that are touching or nearly touching roofs. The current budget will allow us to trim trees in early 2024. He will get pricing on removing the dead tree at that time, as well. This will be discussed again at the Fall 2023 board meeting.

Gutters and drains: It is time to clear the gutters and drains. The seams in the gutters will likely need to be resealed. Clearing gutters and drains that are original to the community are covered by the HOA, those installed by owners after that, including the French drains, will be the responsibility of the individual homeowners to clear and maintain.

Garage door, door trim, and gate paint: Garage doors are faded, those that face east are the worst. JA Booker suggested that we go with a very close stock paint color at the paint store to ensure it is an easy match going forward. Since we will be painting all doors at the same time, the entire property will match. Currently, there are color variations due to irregular color matching. Gates and dumpster enclosures will need to be touched up at the same time. This will all be included in the same quote. We may do this work as a separate budget item from exterior wall painting, possibly moving the door and trim painting up on the budget calendar.

Balconies: JA Booker and Tim Baker inspected the property last week to assess balcony issues and identified areas of serious splintering. We are approaching the scheduled replacements of balconies. The work will be done in composite decking so that

we have a more permanent solution and they won't need to be done again.

Trim Rot: During the property inspection there were some areas of trim rot identified on multiple units. We will be getting a quote for repairing those areas.

There is something that comes up every single week. JA's practical reality is that he is unable to be onsite all of the time and cannot be relied upon for every issue that arises. Any homeowners who are able to assume a small piece of the responsibility help ensure we remain a self-managed HOA.

The meeting was adjourned at 8:32 pm.

Jackie Collom, secretary

#### ▼ **May 21**

- The board of directors held a regular quarterly meeting by the pool on Monday, May 21st, at 7:30pm.

Board Members Present: Jackie Collom (10), JA Booker (23), Tim Baker (16), Philip Foley (15), Gabrielle Schlichting (20), Pam Haigh (27)

Other Members Present: Lisa Palmer (9)

The meeting was called to order at 7:30 p.m. by President JA Booker (23).

Approved Agenda.

Approved minutes from annual meeting and previous quarterly board meeting.

President's Report:

Introduction: JA Booker (23) gave an introduction, thanking board members for meeting with him previously and being agreeable to the new day of week and time for board meetings.

Communications: Jackie Collom (10) will be sending coordinated correspondence regarding status of ongoing projects and other updates in an effort to keep everyone as informed as possible.

Actions taken since the last meeting: we have entered a gate maintenance contract with TEM, approved Unit 27's window and door replacement, and are adding new dumpster signage with instructions for cardboard and oversized items. Phil Foley (15) expressed an interest in seeing signage at the sidewalk regarding pet waste, possibly metal signage citing city ordinance requiring pickup by pet owners. Lisa Palmer (9) has some signage she purchased on Amazon that she'll donate as round 1 of the campaign to improve the problem.

Treasurer's Report:

Tim Baker gave a brief report on the year's expenditures and a few items which exceeded budgeted amounts: insurance renewal (budget: \$5700, actual: \$6600), water (budget: \$2900, actual \$3400), and cable went up unexpectedly by \$1000. Water budget overage can be largely attributed to the lack of rain this year.

Wall painting project: completed for \$4000 under budget.

Gate maintenance project: cost is \$2000, expected to save money in the long run as that price includes 2x/yr maintenance, repairs at a discounted rate, and service calls with a maximum of 24 hour response time.

Gate electrical upgrade: placed a wire within conduit for \$700.

¶There were also sprinkler repairs.

#### ▼ **November 20**

- The board of directors held a regular quarterly meeting by the pool on Monday, November 20th, at 7:30pm.

Board Members Present: Jackie Collom (10), JA Booker (23), Tim Baker (16), Gabrielle Schlichting (20), Philip Foley (15)

Other Members Present: Lisa Palmer (9), Robin Warren (25), Quay Peters (19), Rob Nee (26)

The meeting was called to order at 7:31pm by President JA Booker (23). Approved minutes from previous quarterly board meeting.

President's Report:

Painting: Round two (gates, fences, door), is complete. Positive feedback to work. Part three to paint buildings (siding, trim) on our long term plan for 2025. Painter shared that the siding may not need painting yet so the board will reassess in 2025 and consider postponement if condition is satisfactory.

Meeting took a break to introduce Robert Nee, new owner of Unit 26.

Legal expense: Issue involving interpretation of bylaws has been resolved, at a cost of about \$1000.

Treasurer's Report:

Water costs, due to lack of rain, were very high. September was the exception. Per the city, we're going to water one day per week beginning December 1. Mondays are the only days we will be allowed to water. There are steep fines for individuals and associations who break this rule. Tim will look for a manual to reprogram the watering system but otherwise will operate manually until the irrigation company comes back out early next year.

Another unexpected increase was insurance. We had planned for a 30% increase but the actual cost was 45% higher.

The third increase was for landscaping. He is charging about \$500 more per month than our previous company (who hadn't raised rates in many years).

Old Business:

Gate: We continue to have a contract with TEM for maintenance for the gate. The Board will need to decide next year whether or not to continue this contract for the gate.

Landscaping contractor: Landscaper is in a routine now after a few months of getting caught up. Mark is doing a great job managing this for us. Please contact Mark if you have a request for the landscaper rather than speaking to the landscaper directly. There is a possibility of miscommunication when there is more than one person providing instruction. Landscaper has done work for individual units, on their patios with positive feedback. JA Booker reminded the Board that it is fine for him to be doing those side projects but his priority should be the work he does for the association.

Trees: Units along 4th Ave N and 2nd Ave N have trees hanging over their roofs. This will be addressed by an arborist in early 2024. Ann Marantz is the point of contact for this project. The arborist will assess and make recommendations which we will follow. Phillip Foley suggested the arborist could possibly address the jasmine in the gate well with his equipment.

Gutters and drains: 2024 is the cleaning year for the gutters. Lisa Palmer will coordinate after JA Booker makes first contact.

Balconies and trim rot: Some areas of rot on trim will need to be replaced, some balconies need to be addressed, considering composite boards, all work followed by fresh paint.

New Business:

Tim Baker shared a proposed 2024 budget. The Huntington will not be able to meet its target amount for deposit into reserves due to unexpected rises in other costs.

Tim recommends increasing the maintenance fee to \$450/mo to cover increases in 2024 budget. JA amended this proposal to include an additional \$10/mo to make up for the deficit in our contribution to reserves. In 2026, the additional \$10/mo can be reviewed and reconsidered.

At Philip Foley's prompting, there was a brief conversation about special assessments as needed versus monthly fee increases.

A motion was made to vote on the monthly increase, Gabrielle seconded the motion. The motion passed unanimously. Our maintenance fee will increase to \$460.00 per month.

The meeting was adjourned at 8:12 pm.

Jackie Collom,

Secretary

## ▼ 2022

### ▼ April 3

- The Huntington Homeowners Association board of directors met at 12:30 p.m. Sunday, April 3, by the pool.

The meeting was called to order by president David Egbert and a quorum was declared.

Present were board members Egbert, Tim Baker, Phil Foley, Mark Welton, Lola Walker and Pamela Haigh. Absent was JA Booker. Other owners present were Jackie Collom, Quay Peters and Hillary Cone.

Election of officers. The board unanimously elected officers for the 2022 year. The officers will be Mr. Egbert, president; Mr. Baker, secretary-treasurer; and JA Booker, vice president.

President's report: Mr. Egbert, who has served as president a number of times (most recently since 2015), announced that he will not be a candidate for that office in 2023. He also noted the following:

- The trees in the courtyard were recently trimmed, as is usual in the first quarter of each year.
- Some of the pool furniture was repaired, so it is all now in good working order.
- We have managed to bring down our water bills to some extent by manually turning off the sprinkling system when it is not needed. Mr. Egbert said he has been able to do this two or three times a month. Mr. Baker, the treasurer, noted that each time the system is turned off for a day the savings is more than \$100.
- The warranty on the front gate has now expired, so that we will have to pay for any future repairs and maintenance. The warranty had been extended for one year due to problems with the original installation.
- Due to increased costs, our pest-control vendor, Floridian, has changed the service it provided. Instead of spraying both grass and shrubs every month, Floridian will now alternate months between the grass and the shrubs.

Treasurer's report: Mr. Baker said there was nothing unusual to report in the first quarter and expenses were in line with the budget. He noted, though, that the budget for landscaping was fixed for the year, which could be a problem as we look for a new landscape maintenance company. (See New Business below.)

New Business:

- Our long-time landscape contractor (Willow Tree) resigned from the job as of the middle of April, citing rising expenses and difficulties in hiring. Mr. Egbert appointed Ms. Haigh to set up a committee to seek a replacement and report back to the board.
- Hillary Cone said that the pool filter seems to be running an unusual amount of time lately. Mr. Egbert said he would check with the pool maintenance company to see if there are any problems there.

The meeting was adjourned at about 1:20 p.m.

Timothy J. Baker  
secretary/treasurer

### ▼ July 17

- The Huntington Homeowner's Association board of directors met at 12:30 p.m. Sunday, July 17, 2022, by the pool.

All board members were present: Dave Egbert (president), JA Booker (vice president), Tim Baker (secretary/treasurer), Lola Walker, Phil Foley, and Mark Welton. Also present were owners Joe Maka, Kent Tse, Anne Marantz, Quay Peters and Robin Warren.

Minutes: The minutes of the previous meeting were approved unanimously, after a motion by Mr. Booker and a second by Mr. Foley.

President's report:

- Unit 14, which has been a rental unit for many years, has been sold to a new owner who intends to move in some time in 2023. The current tenant will remain for one more year.
- A contractor has been hired to paint over the graffiti on the alley wall. The city no longer paints over graffiti on private property, thanks to complaints about not matching existing paint colors.
- A broken dumpster at the west end of the alley has been repaired by the city, thanks to Ms. Warren. Some owners complained about a broken door on one of the dumpsters at the east end of the alley.
- The irrigation system was inspected and numerous minor repairs made in May.

- A new filter has been installed on the swimming pool. Mr. Baker said it would be paid for from reserve funds set aside for that purpose.
- Mr. Egbert said another piece of pool furniture needs to be repaired. We need someone to transport it back and forth to the repair company.
- The pool company has spotted some rust on the bottom of the pool, but has been unable to clean it up. That may have to await resurfacing of the pool a few years out.

Treasurer's report:

- Mr. Baker reported that he had invested \$70,000 from reserves in CDs that pay an averages of about 3 percent interest.
- The association had mostly held to its budget through the first six months of the year. One upcoming problem will be proposed hikes in the cost of water.
- The association apparently paid twice on an invoice from TEM, the company that maintains the front gate. Mr. Baker said he is working with our bank and TEM to resolve this.

New business:

- The current landscaping company has informed us that they are resigning effective the end of July. Mr. Egbert is looking for a new company.
- There was a brief discussion about whether any gutter repairs are needed. Mr. Egbert said they should be inspected in 2023.

The meeting adjourned at about 1:30 p.m.

Timothy J. Baker  
Secretary/Treasurer

#### ▼ December 4

- The Board of Directors of the Huntington Homeowners' Association met at 4:30 p.m. Sunday, Dec. 4, by the pool. (The meeting had been rescheduled from Nov. 20 when a quorum was not obtained.)

In the absence of president Dave Egbert, secretary/treasurer Tim Baker chaired the meeting.

Board members present were Mr. Baker, Lola Walker, Mark Welton, and Phil Foley.

Also attending were owners Joe Maka, Jackie Collom, Anne Marantz, Hillary Cone, Lisa Palmer and Joe Green.

A quorum being present, the meeting was called to order.

2002 Budget. Mr. Baker presented a proposed a budget for 2023, which included a \$10 increase in the monthly maintenance fee, from the current \$390 to \$400. Mr. Baker noted that two items made up the bulk of the increase: insurance for the association and cleaning of dryer vents.

Insurance: Mr. Baker said he was advised by the association's insurance agent to expect an increase in the cost of insurance of between 20 and 30 percent. In line with that, the proposed budget included \$5,700 for insurance, compared with the actual cost in 2022 of \$4,656.55, an increase of about 25 percent.

Dryer vents: The association has generally paid to clean the dryer vents in all the units every other year. That was not done in 2022 and so will be due in 2023. The budget included \$2,115 for vent cleaning, compared with \$1,050 two years ago.

Budget adopted. Mr. Foley moved and Mr. Welton seconded a motion to adopt the budget as proposed. The motion passed unanimously.

Front Gate: In other business, Mr. Foley advised the board about an engineer's report on the operation of the front gate, which the board had commissioned earlier in the year, due to repeated problems with gate operation. The engineer pointed out several problems that could cause gate failure, including wiring that is exposed to the elements but should be enclosed in conduit, electrical boxes that should be sealed, and the continuing encroachment of jasmine vines on the gate. The engineer recommended that the association obtain a maintenance agreement with the gate vendor. The board is working on that.

Adjourn: The meeting adjourned at 5:15 p.m.

Submitted by Tim Baker  
secretary/treasurer

#### ▼ 2021

##### ▼ February 7



- The Board of Directors of the Huntington Homeowners' Association met on February 7, 2021, immediately following the association's annual meeting, at which the board was elected. All the board members were present: Dave Egbert, Tim Baker, Lola Walker, JA Booker, Mark Welton, Phil Foley and Pam Haigh.

The only action item on the agenda was to elect board officers for the year. Elected unanimously were Mr. Egbert, president; Mr. Baker, treasurer, Mr. Booker, vice president; and Ms. Walker, secretary.

The meeting adjourned following the election.

Submitted by Timothy J. Baker  
acting secretary

#### ▼ May 16

- Board Members Present: David Egbert, #4; JA Booker, #23; Pam Haight, #27; Mark Welton, #12; Tim Baker, #16; Phil Foley, #15; Lola Walker, #21  
Others Present: Hillary Cone, #24; Robin Warren, #25;
  1. Call to order: quorum was established.
  2. Approval of Minutes of first quarter  
Motion to accept by JA Booker, seconded by Phil Foley. Motion passed.
  3. President's Report
    - a. Gate: TFN extended the warranty another year to March, 2022. Gate still periodically fails. We will look into hiring a consultant to examine the operating system. Phil will look into fee structure of a contractor.
    - b. Outside lights at street entrances were needed to replace old lights. Thanks to Tim Baker for choosing attractive lighting and getting an electrician to install them.
    - c. Tree trimming at the neck out on the corner of 4th and 2nd St and islands along 2nd Street. Lola contacted the City and work has been completed. The City replanted the neck out with hawthorn and cut back the trees along 2nd Street. The Association spent approximately \$5,000 to have trees along 4th Avenue trimmed between the street and the gates. (The City will trim trees that hang over the street keeping them 14 ft from the street).
    - d. Irrigation. The system hasn't been functioning properly. Thanks to Dave, the sprinkler company fixed the system at a cost of \$1700. All sprinkler heads were repaired. It was suggested by the repair company that they come semi-annually.
    - e. Three Pool Chairs needed repair. Casual Furniture picked them up, repaired and returned them .
  4. Treasurer's Report
    - a. Courtyard lights: five years ago they were repaired but now ballasts need repair The Association Long-Term Plan has \$10,000 for this item.
    - b. Landscaping: The budget has \$0 for Landscaping and \$0 for Contingencies (such as rotted wood trim). Last year, we had \$30,000 surplus in the fund that is unassigned. Tim suggested that we allocate surplus funds in a Master Plan. It was suggested that we not change funds in accounts until a Master Plan is made. Note: the By-Laws state that the HOA cannot spend more than \$2000 without Board Approval.
  5. New Business  
Upgrade courtyard light bulbs to LED. Phil Foley moved that the HOA spend up to \$5000 to replace the ballasts with LED's. JA Booker seconded the motion. Motion passed.
  6. Old Business
    - a. Landscaping- Replacing the jasmine and other needs was briefly discussed. It was agreed that a Master Plan needs to be put into place before decisions are made. Pam Haight will work on this with others. No timeline was set.
    - b. Bricks – Work is needed on uneven and hazardous brick pavers by Mark Welton's, Hilary Cone's and Dave Egbert's homes. This will be done by end of June.
    - c. Dryer Vent Cleaning (DeLintz) – Lola agreed to research costs, set up and monitor the process including set dates, notify owners and make sure someone is available at each property.
    - d. Patio chair cleaning – Dave will call Wessel to clean the furniture. Robin will ask a friend to clean the grill.
    - e. Unfinished back wall. Hilary asked when this will be repaired. Discussion followed.  
JA Booker will get advice and costs.
    - f. Trash collection: Spotty pickup was discussed. HOA has scheduled and pays City to pick up Tuesdays and Fridays. Robin said If one calls the City, they promptly pick up (Dave has the Account #)
  7. Meeting Adjourned at 1:26 p.m.

Respectfully submitted,  
Lola H Walker, Unit 21  
Secretary

#### ▼ September 26

- Board Members Present: David Egbert, #4; J.A. Booker, #23; Pam Haight, #27; Tim Baker, #16; Phil Foley, #15; Lola Walker, #21  
Others Present: Anne Marantz, #8; Quay Peters, #19; Kent Tse, #5.
  1. Call to order: quorum was established.

## 2. Approval of Minutes of first quarter

Motion to accept by Phil Foley, seconded by Lola Walker. Motion passed.

## 3. President's Report

Status of Various Items:

- i. Brickwork on Hilary Cone's walk was redone.
- ii. JA Booker had pool deck cleaned.
- iii. Herb took care of getting pool chair(s) repaired.
- iv. Trash is now being picked up on schedule.
- v. Dryer vent cleaning was completed through Lola.
- vi. Courtyard lights were replaced with Tim's assistance.
- vii. Tim also purchased a new fan over the table at the pool.
- viii. Irrigation. The system hasn't been functioning properly. Dave had the sprinkler company fix the system at a cost of \$695. All sprinkler heads were repaired. A new control box was installed. Repair company suggested an annual checkup.

## 4. Treasurer's Report

a. Budget for water: \$32,000 was budgeted for water, sewage, trash for 2021. July cost was \$3,200, August was \$3,800 and Usage was 6,000 gal/day. Previous year (2020) usage was 3,200/gal/day. August to November are usually the lowest bills. Meter is read every month.

We may have to increase the budget for 2022. Was there a leak? The water softener in Unit 6 was leaking for a month and that may have been the cause of the increased billing.

Action: Tim will check the meter daily and will have results by the November Board meeting. Any budget adjustment can be made then, if necessary.

b. Well: A well could save thousands of dollars on water per year, but so far there has been no one to shepherd this issue through. Cost is \$10-\$12,000 to get the well and pump plus another \$2,500+ to get electricity to the pump if it is placed inside the garbage area that is currently not being used. A plumber would have to connect it to the water lines. Alternatively, it could go through Hilary's wall at a cost of approx. \$1,500 plus the costs of the well, pump and electricity. Putting the well inside the wall would be cheaper. It was suggested that possibly the pump could be put inside the southwest corner of the pool area. JA Booker volunteered to gather information needed, including more phone calls so a decision can be made.

c. Budget for 2022: Tim will put a budget for 2022 together with alternatives to the current budget to adjust for water usage and other items. He will present it at the December Board Meeting.

## 5. New Business

Rat Situation: Units 4, 6 & 7 are being treated. Units 15-18 have been done.

Units 1-3 not done; unit 8-11 done. (Note: units 19-23 done by another company). Lola reported the City of St Pete Rodent Control brought a trap that's provided free of charge and JA put it inside the easternmost dumpster area. City will check and replace if needed. Homeowners will be given an application and can apply for City Traps if they wish. A copy is attached.

## 6. Old Business

### a. Landscaping

Pam and Dave have proposed to address the need for a Master Plan discussed at the last meeting so we can have a Budget Item for it. The following is a Plan to be approved by the Board:

- Phase I—the plants outside the courtyard and near the pool area, completed next year.
- Phase II—will set requirements for individual homeowners and get rough average cost/unit to budget.

JA moved to approve the Plan. Lola seconded the motion. Motion approved.

### b. Update on Wall cracks/settling

JA asked about using putty or fiberglass tape? If settling has stopped, how do we know that as there is no footer under the wall? JA agreed to get some numbers on this issue.

Meeting adjourned at 1:35 pm

Respectfully Submitted,

Lola Walker, Secretary

## ▼ December 5

- Board Members Present: David Egbert, #4; Kent Tse, #5; Mark Welton, #12; Phil Foley, #15; Tim Baker, ##16; Lola Walker, #21; JA Booker, #23, sent a proxy
- Others Present: Robin Warren, #25; Hillary Cone, #24; Joe Maka, #18
- 1. Call to order: quorum was established; 6 of 7 Board members and a Proxy from JA Booker.
- 2. Approval of Minutes of second quarter. Minutes were not available and will be sent to Board Members soon.

### 3. President's Report:

Third Quarter has been calm.

Work has been done on the Budget for 2022.

A Landscape Plan has been developed.

### 4. Treasurer's Report

2021 Budget ( Budget was emailed to all Board Members- 2021 Actual Expenses are Approximately \$6,000 more than Budgeted

Lower costs for tree trimming bring the 2022 Budget down. Gutter cleaning will be necessary, increasing the costs to \$950 in 2022. Delinting the dryers will not be done in 2022, reducing that cost to \$0. Most variables are included in the Long-Term Plan and Reserves including servicing the gate. The budget for minor repairs is unpredictable and doesn't necessarily increase year by year. Water cost has significantly increased from 2021. Will have the sprinklers checked several times a year. Sewer fees (as part of City water/sewer charges) have also increased. We have a stormwater system to manage overflow. Many vendor costs are known. Cable TV is unknown. We pay an annual subterranean termite fee to Terminix that will cover any repairs where damage by subterranean termites is found.

HOA Fees for the 2022 Budget:

Because of anticipated increased expenses, a motion was made regarding HOA monthly fees for 2022.

a. Motion to keep fees at \$385 made by Dave, seconded by Lola, was rejected.

b. A second Motion to increase annual HOA fees to \$390 was made by Phil Foley, seconded by Tim, was Approved by a vote of 6 of the 7 Board members.

### 5. Old Business: Landscape Plan

Landscape Plan developed by Dave and Pam, inside and outside the Huntington, included assessment by Willow Tree Landscaping who tell us that we have five problems:

- a. 4th Ave trees cast shade affecting both street side and courtyards.
- b. 2nd Street, outside plantings are bad and inside are good.
- c. Area near the pool needs work
- d. May want to add, replace and/or remove plantings
- e. Jasmine – very costly to rip out

Recommendations:

1. Outside the courtyard, plant podocarpus & don't trim them.
2. Test a number of courtyards with various plantings.

Bottom Line:

There is currently no budget line item for landscaping. Recommendation: As there is \$23,000 unspent in the budget for bricks, we could take \$10,000 for a landscaping budget.

A motion was made by Dave, seconded by Lola, and passed unanimously to move \$10,000 from the brick pavers budget to a Landscaping Budget.

### 6. New Business: Subterranean Termite Contract

The Terminex annual contract is for \$2400 per year. We don't seem to have any bait stations and checking with Nature's Safeway who services many of our townhomes, they would charge \$6700 to add bait stations plus \$2300/year to check them. However, John of Nature's Safeway doesn't think we need that treatment. Questions we need answers for: What is Terminex currently doing? Why are there no bait stations? What are they doing for the fee we are paying? Lola agreed to contact Terminex and find out what they are doing.

Discussion ensued as to if we should simply pay the January Terminex bill and consider the payment as insurance should any owner discover subterranean termites.

Meeting adjourned at 1:35 pm

Respectfully Submitted,

Lola Walker, Secretary

## ▼ 2020

### ▼ March 1

- The board of directors of the Huntington Homeowners' Association met Sunday afternoon, March 1, 2020, directly after the annual meeting of the association.

Present were Dave Egbert, JA Booker, Timothy Baker and Mark Welton. Absent was Lola Walker. (Amended at board meeting of July 26 to include Phil Foley as present.)

The first order of business was the election of officers. Dave Egbert was nominated for president and Tim Baker was nominated as treasurer. They were elected by unanimous vote. No nomination was made for secretary. Members agreed that for the time being, one of the board members would act as secretary when necessary, such as taking meeting minutes.

A discussion was held on a proposal to contract with TEM Inc. to install new operating equipment for the front gate. This would include everything but the actual gates, and the keypad entry kiosk. Dave Egbert had obtained three proposals for the job, and recommended TEM as the most complete proposal. TEM installed the original equipment and has considerable

experience with moving gates. Mr. Baker moved to authorize Mr. Egbert to contract with TEM for the job, with a maximum expenditure of \$15,000. After a second, the motion was approved unanimously.

There was a discussion of a drainage problem near the west gate to the alley that causes flooding on the property of unit #24. Mr. Booker said he was looking at various options for a DIY job, rather than hiring an outside contractor.

The meeting adjourned.

Submitted by Timothy J. Baker, based on a tape recording of the meeting made by Mr. Booker.

## ▼ July 26

- The Huntington Homeowners' Association Board of Directors held a regular meeting at 12:30 p.m. Sunday, July 26, 2020, by the swimming pool.

All board members were present: Dave Egbert (president), Timothy J. Baker (secretary), JA Booker, Lola Walker, Phil Foley and Mark Welton. In the absence of a secretary, Mr. Baker agreed to take meeting notes and produce the minutes of the meeting.

Also present were Kent Tse, Quay Peters, Robin Warren and Herbert Haigh.

Mr. Egbert called the meeting to order at 12:27 p.m.

Mr. Foley moved that the minutes from the previous meeting be amended to show that he was present. The minute as amended were approved unanimously.

Mr. Egbert gave the president's report as follows:

Front Gate: The work to replace various parts of the entry gate system are complete, except that some clickers seem not to be working. Mr. Booker said he would check the antenna to see if that was the problem. Mr. Egbert also said he was going to dispute the bill for replacement of the exit button.

Drainage by Unit 24: Mr. Booker finished that project at minimal cost to the association.

Tree Trimming: The large tree that straddles the property line with the next door apartment building has been trimmed. There was a discussion about rodent problems that some units have had. That is generally a problem that is up to the individual unit owners to handle.

Ants in the courtyard: Nature's Safeway sprayed for ants in the courtyard in June. The ants seem to be in check. The spraying is done on an annual contract.

Pool deck and furniture: Pressure washing was completed by Wessell Home Improvement.

Pool chair. One of the chaise lounges is broken. A volunteer is needed to take the lounge to be repaired.

New pool sign: Robin Warren raised a question about differences in the rules as posted on a new sign by the pool entry gate and on the association web site. The new sign says that pets are prohibited, but the web site does not. (The sign rules came from the county Health Department, according to John McElroy. The web site has been changed to match the sign.)

New plantings: The recently installed new plants around the perimeter of the community are doing well. There are some problems with dying Confederate Jasmine, which seem to be due to old age. Mr. Booker suggested we try growing cuttings and plant those as replacements as needed.

Dryer vents: Every other year the association pays for DeLintz to come in and clean the dryer vents of all the units. Mr. Egbert recommended that we postpone the service until next year, due to concerns about the coronavirus. The board agreed.

Treasurer's Report: Mr. Baker reported that expenses were in line with the budget, with the exception of water. Bills in the first quarter of the year were about \$3,000 more than projected, partly due to new plants that had to be watered daily, and also problems with the irrigation system. The system was repaired and the extra watering is complete, so the bills should come down. But, it needs to be watched.

New Business: Mr. Egbert reported that all of the buildings would be pressure washed on Monday, August 3. Unit owners should make sure all of their doors and windows are tightly closed.

Old Business: There was brief discussion of pending projects, including brick repairs; replacement of perimeter lighting, cable TV, and drilling a well for irrigation water.

The meeting adjourned.

Timothy J. Baker  
Acting Secretary

## ▼ November 15

- The Board of Directors of the Huntington Homewoners' Association met at 12:30 p.m. Sunday, November 15.

A quorum of four board members was present: Dave Egbert (president), Tim Baker (treasurer and acting secretary), Phil Foley, and JA Booker. Absent were Mark Welton and Lola Walker. Non-board members attending were Pam Haigh, Joe Maka, Robin Warren, Ann Marantz, Hillary Cone, Kent Tse and Quay Peters.

President's Report:

- The front gate, where mechanical equipment was upgraded early in the year, finally seems to be working consistently for the previous few weeks.
- All of the buildings were pressure washed early in the year.
- Brick repairs were made in the courtyard, and also in a few of the walkways between buildings.
- A couple of chairs by the pool are in need of repair. The company that makes such repairs offers free pickup and delivery if at least four chairs are repaired. So, Mr. Egbert said we will wait to make repairs until we have four chairs in need.

Treasurer's Report:

- Mr. Baker outlined the current state of reserve funds. He said he expected to end the year with about \$63,000 in reserves, some \$30,00 above what had been projected in our long-term reserve plan. Pressure washing and brick repairs were done at lower cost than had been expected. Repairs to the gate, however, were above the projection.
- Mr. Baker presented two proposals for a 2021 budget. The first proposal called for an increase of \$20 in the monthly maintenance fee. That proposal kept the contribution to the reserve funds at the level required by our reserve plan. The second proposal kept the monthly maintenance fee at \$365 per month, but lowered the contribution to reserves by about \$6,500. Mr. Egbert moved and Mr. Foley seconded that the board accept the first proposal, raising the maintenance fee to \$385 per month. The motion passed.

New Business: lighting

Mr. Baker proposed that the board authorize the expenditure of up to \$4,000 to replace the lights on the brick fence along 4th Avenue and 2nd Street. There are 16 such lights. The current lights are lantern style and have been vandalized a number of times over the years. Mr. Baker proposed replacing them with flush-mount lights that would protrude much less from the wall. Mr. Foley moved that the board approve the project. Mr. Booker seconded the motion, which then passed unanimously.  
Discussion: rodents

Mr. Foley outlined to the board the trouble that the units in the building along 2nd Street have had with palm rats getting in the attics. The four owners there contracted with Truly-Nolen exterminators to remove any existing rats, and block possible entryways where rodents could get in the building.

Adjournment.

Submitted by Timothy J. Baker  
acting secretary

▼ 2019

▼ February 10

- Board Members Present: David Egbert, John McElroy, Robin Warren, Lola Walker, Tim Baker, Phil Foley  
David Egbert called the meeting to order at 1:40 p.m.  
The first order of business was election of officers for 2019. The following were elected by unanimous vote:  
President: David Egbert  
Treasurer: Tim Baker  
Secretary: Robin Warren  
Vice President: John McElroy  
Tim Baker volunteered to research lighting options for replacement of light fixtures along exterior walls [and in the courtyard?].  
Robin Warren noted that, although it has been the custom and practice throughout the Huntington's 20-year history not to permit short term rentals, our Association documents do not currently contain an explicit prohibition against such rentals. It was generally agreed that it would be desirable to amend our documents to limit rentals to at least 12 months. Robin agreed to contact an attorney with the appropriate expertise and to explore retaining counsel to draft and record an appropriate amendment which, if approved by a supermajority of our homeowners, would clearly describe rental limitations.  
John McElroy noted that it was time for the annual "walk-around" inspection of the Huntington property to identify any items that might require repairs. John and David generally do this inspection annually. It was suggested that they have Board member JA Booker to join them for the inspection this year in order to familiarize another person with the process.  
Phil Foley had some conversations with Father Bernard, the person responsible for the landscaping at our neighbor St Anthony's Friary. He is very knowledgeable and has indicated a willingness to consult with us on our landscaping needs. It was agreed that Phil should proceed with asking Father Bernard to inspect our landscaping and make recommendations.

The meeting adjourned at 1:55 p.m.  
Submitted by Robin Warren, Secretary

## ▼ April 28

- 1. Call to order

President David Egbert called the meeting to order at 1:00.

Board members present: David Egbert, Lola Walker, John McElroy, Phil Foley, Robin Warren, Tim Baker. Others present: Quay Peters ( Unit 19)

A quorum was established.

2. Minutes of February 10, 2019, Annual meeting and first quarter February 10, 2019, board meeting were approved.

- 3. President's report.

Dave Egbert reported that annual tree trimming has been completed. Gutters have been cleaned and those that needed caulking were caulked. County inspectors made a surprise visit to inspect our pool and required us to install new drain covers; that has been completed and we've now been re-inspected and cleared. Dave thanked John McElroy and JA Booker for the work they did on the front gate opener, which now seems to be functioning properly.

- 4. Treasurer's report

Tim Baker reported that the HOA had some unexpected expenses (e.g., legal fees and pool repairs) during the first quarter, but we are within budget for the year to date. Upcoming potential projects that could require dipping into reserves or rearranging budget categories include paver repairs and installing a well (see discussion below).

- 5. New business

a. Removal of tree by the pool: The owner of the rental property next door to our pool contacted Dave to inquire about possibly collaborating to remove the large tree near pool (behind wall) that is right on the property line and that overhangs both his building and our pool area. There was an estimate several years ago that tree removal would cost around \$7,500. Because the Huntington would bear the brunt of overseeing work (the owner of the rental property lives out of state) and because the equipment required to do the work would most likely have to be placed on Huntington property, it is proposed that the next rental property owner pay 2/3 of the cost and Huntington pay 1/3, with his payment made in advance and held by us in escrow. That proposal was approved. Dave will contact the owner of rental building next door to get his agreement to our proposal after getting an updated proposal from the tree removal contractor. Dave and Phil will meet with tree contractor to get and review the proposal. It's proposed that funds would come out of our reserves.

b. Proposed amendment to HOA Declarations: A proposal was made to amend our HOA documents to clearly establish a limitation on renting units at the Huntington. To date, our owners, including those who lease their units, have all been respectful of our sense of community here. Amending our Declarations will insure that it remains that way by clarifying that short term rentals, such as weekly VR BO or Air BnB, are not consistent with our community. Robin and Dave have consulted a lawyer who has advised the HOA in the past on amending our documents. She has advised that such an amendment is enforceable and would require an affirmative vote of 2/3 of the HOA members. It was agreed that we should ask the lawyer to draft language that would amend our HOA Declarations to limit rentals to a minimum of 7 months, with no more than one rental in any 12-month period. Also, we will ask the lawyer to advise on language that would limit the number of unrelated people who could reside in a unit, with the objective that we prevent a "boarding house" or "party house" situation. Robin will follow up with the attorney. Once we have appropriate language, the next step would be to share the proposed amendment with all HOA members and schedule a Special Meeting for a vote on the proposal.

- 6. Old business:

a. Well: John McElroy has obtained a proposal to put in a well to supply our irrigation system. The latest proposal John shared would run \$13,950 for a 200 foot well and 5 hp motor. This is deep enough to avoid odor and discoloration. The well would be placed in the vacant garbage bin area by back gate. Based on our water usage, it's estimated that this would save the HOA about \$3,000 per year on our water bill, so that the well would pay for itself over roughly 5 years with savings on our HOA water usage. The proposal John received doesn't include hook up to electrical and to our irrigation system. John will get cost estimates for those hook ups so that we know what the total cost will be. Tim suggested this is a capital improvement and should be approved by all homeowners. The final proposal with all costs will be presented to the entire HOA for approval as a capital improvement by 2/3 of HOA members.

b. Landscaping project: John McElroy, Mark Welton and Quay Peters have agreed to be on the committee with Dave to review landscaping, determine what needs to be replaced and make recommendations on what type of plants should be used for replacements. It was agreed that they should include our irrigation system in this review.

c. Ants in courtyard: Nature's Safeway can provide treatment for \$500. He'd guarantee his work for a year and would also include coverage for the exterior of any homeowners who have annual contracts with him. It was agreed that Dave should proceed with Natures Safeway to provide this service.

- 7. Meeting adjourned at 2:00.

Submitted by Robin Warren, Secretary

## ▼ December 1

- 1. Call to order; establish quorum. President David Egbert called the meeting to order at 12:30 p.m. Board members present: David Egbert, Tim Baker, Robin Warren, Phil Foley, J.A. Booker. Others present: Kent Tse, Quay Peters, Mark Welton, Barbara and Joe Cronin, Hillary Cone.

2. Minutes of second quarter board meeting were approved.

3. President's report

Update on landscape project: Willow Tree has been engaged to do major removal and replacement of some of original landscaping. They will come the week of December 9 (Correction: December 2) and will remove shrubs identified by committee as needing replacement; then John Williams Sprinkler will run system to make sure it's working properly and determine best placement for new plants. Then the City will be contacted for a waiver to allow watering after new plants are planted. Viburnum will be removed and replaced with liriope.

4. Treasurer's report

Budget: Tim Baker presented proposed budget for 2020. It proposes that monthly maintenance fee will remain the same in 2020. Some numbers have been increased, but the \$400 per month extra we have been adding to reserves for the last several years is being used to offset items that have increased. Also in the budget are costs of Delintz, which is due in 2020, and for trimming back the large tree on the property line by the pool.

Tim also reviewed the reserve report. He expects to have \$65,351.50 in reserves as of 12/31/19, which is \$16,000 more than our reserve plan projected. Project expenses in the Plan for 2020 include: \$7,133 for new front gate operators; \$30,488 for brick pavers; \$29,571 for pressure washing; and \$3,000 for irrigation. Tim asked to move \$10,000 from the paver reserves to landscaping.

On motion made and seconded, the proposal to transfer \$10,000 of reserves from brick pavers to landscaping was approved. Hillary Cone asked whether cracks in outside walls will be repaired. Cost of that will be investigated and addressed in conjunction with pressure washing project planned for 2020.

On motion made and seconded, the proposal to retain monthly maintenance fee at \$365 for 2020 was approved.

5. New business

Pool signage: Recently, we've had a couple of instances of children in pool with no adult supervision. Proposal to have a sign made that adds to current posted rules: "Persons Under 14 Must be Accompanied by an Adult". Sign would be posted on gate into pool area. Approved.

Question about courtyard lights. Photosensor not working properly. J A Booker will take a look at it. May be a problem with the sensor being in a shaded area.

6. Old business

Front Gate: The gate operators are original equipment and need to be replaced. Would also look into revising the circuitry in the keypad. Estimated cost is \$5,000. Also will get a quote on replacing keypad at the same time as the operators. If existing keypad is compatible with new operators, will remove phone line at keypad (savings of \$50/month). Few members are using the phone line and it was agreed that it is not necessary to continue that service.

Kent Tse inquired about putting a light at the gate that would flash when cars are exiting.

Cable: Spectrum is still billing at the same monthly fee as has been charged for many years. They've been unresponsive about the questions we raised on their proposed new agreement. We seem to be just on a month-to-month basis at this point. That could change at any time if Spectrum comes back to us about their proposed new contract. It was agreed that we should ask members to vote at Annual Meeting on whether to continue the HOA contract for basic cable service with Spectrum. Tim will write up a summary of the current situation with basic cable and share that with the board for review and editing. The edited summary will be sent to all members prior to the Annual Meeting so they can vote for or against continuing Spectrum service.

7. Meeting adjourned at 1:30.

▼ 2018

▼ February 25

- The meeting was called to order by President David Egbert at 2:45 p.m.  
Board Members present: David Egbert, Tim Baker, Karen White, Phil Foley, John McElroy, Robin Warren  
Absent: Lola Walker  
Election of Officers:  
Officer nominations were:  
Dave Egbert, President  
John McElroy, Vice President  
Robin Warren, Secretary  
Tim Baker, Treasurer

Upon motion made and seconded, the officers, as nominated, were unanimously approved.

President David Egbert directed Treasurer Tim Baker to initiate the process of getting an update to the consultant's recommendations on reserves for future improvements and repairs.

Adjournment: President Dave Egbert adjourned the meeting at 2:50 p.m.

Submitted by Robin Warren, Secretary

▼ May 12

- Board Members Present: David Egbert, Tim Baker, John McElroy, Phil Foley, Karen White, Robin Warren.  
Board Members Absent: Lola Walker  
Homeowners Present: Joe & Barbara Cronin, Quay Peters, Kent Tse

Pres. Dave Egbert called the meeting to order at 12:40

## President's Report

Roof: Roof replacement has been completed. Repairs from damage sustained in connection with roof replacement have been completed for all but one unit.

Wind mitigation report: Homeowners who have submitted the wind mitigation report to their insurers have saved anywhere from \$300-\$1,000 on their premiums.

Spring cleanup - trees trimmed and dead palm removed. Back wall and fence were repainted. Re-mulched around pool area. Plants along outside of 3rd St. Wall have been removed.

## Financial Report:

Treasurer Tim Baker reported that we should end the year with about \$33,000 in reserves. This is about \$10,000 less than what the Reserve Plan calls for, but we are ahead of Plan with regard to projects. In particular, the Plan calls for re-painting in 2018 but we will not have to repaint until 2024.

## Old Business:

Gutters: Preliminary gutter inspection indicated gutters are working as intended. May want to repair or replace some diverters. Dave will have inspection to determine what, if anything, needs to be repaired/replaced.

Mail boxes: Dave has investigated what's available. The Post Office requires that we keep same box numerical configuration. The finish on the box under the strangler fig toward the front of the island has been especially damaged by the tree. Dave proposes moving it next to the other, so that it won't be under the tree. Cost would be \$4,100, including a new concrete pad for moved unit, replacing both mailbox units and coordination with Post Office. Tim moved that the HOA President be authorized to spend up to \$4,500 to replace mail boxes and move front box to adjacent to rear box. The motion was seconded and approved. All owners will receive new P.O. box keys when the new units are installed.

Irrigation system: Each year, John McElroy and Dave Egbert run the entire system and inspect it (at a cost saving of \$500). Some sprinkler heads need to be repaired. \$750 has been budgeted for repairs.

Dryer vent delinting: Volunteer needed to coordinate date and time. Karen White will do it.

## Other

Anniversary Party Cleanup: Volunteers needed to help with cleanup before the Huntington 20th Anniversary party on 5/20. Contact Lisa Palmer to volunteer.

Meeting adjourned at 1:15.

Submitted by Robin Warren, Secretary

## ▼ September 9

- Board Members present: David Egbert, Tim Baker, Robin Warren, John McElroy, Philip Foley, Lola Walker

Other HOA Members present: Barbara Cronin, Lisa Palmer, Kent Tse, Quay Peters, Joe Mara, J.A. Booker,

1. Call to order – David Egbert called the meeting to order at 1:03
2. Approve minutes of last meeting: Minutes were approved.
3. President's Report: David Egbert
  - a. New mailboxes installed! Total cost was \$4,100, which will be taken from reserves.
  - b. Gutters were inspected and repaired. The contractor looked at splash pads, cleaned gutters, and did repair work. Cost was \$1,800
  - c. Irrigation system: John McElroy and Dave Egbert inspected entire system. They repaired what they could do themselves, then called in John Williams to do remaining repairs at a cost of \$750. Because we've had so much rain, sprinklers haven't run for weeks. John McElroy turns off when not needed so that we can save money on water and sewer bill.
4. Treasurer's Report: Tim Baker
  - a. We are on track with budget
  - b. Tim just sent in contract with consultant who does our long range plan to update the plan. He waited until all the current projects were completed before sending this in. Fee for updated report is \$1,800.
  - c. We have no pending projects at the moment.
5. Old Business: Dave Egbert
  - a. Gate keys – It's been discovered that everyone's gate keys work in gates between end units on 4th Ave. (E.g.,



between 3 & 4; 7&8). If owners of those units object, they will need to arrange for Bayfront Locks to replace and pay for lock changes

b. Police entry — Recent instance when police had to scale the gate or wall in order to get in because officer didn't have a key or gate code. Fire station has gate code, but police have said they can't administer codes/keys. Tim says fire dept actually has a master key.

c. Gate keypad is malfunctioning. It was most likely struck by lightning. Dave will call repairman on Monday.

d. Visitors in the pool area — Robin McElroy found evidence that people had scaled fence and stayed in our pool area last night. They used stacked chairs to climb back over the fence to exit. Proposal to move the stacking chairs indoors to someone's garage when not in use to make it harder for uninvited guests to come into our pool area.

e. 20th Anniversary Party — Party was delayed due to inhospitable weather. After Nov. 12th, our part-time residents will be back. Lisa asks whether folks prefer to combine with holiday party or do a separate Anniversary party. Proposed date: Sunday December 2 for an Anniversary Party, 5:00-7:00. We have \$400 budgeted for this. We'll cook burgers and hotdogs on our new grill and folks can bring sides. We'll have our holiday party on Sunday Jan. 13.

f. Delintz — The dryer de-linting job has now been completed

g. Storm system inspection – We are required to pay for an annual storm drainage system inspection. SWFMUD has completed inspection and we are OK.

h. Barbara has volunteered to contact the County to come by to do their mosquito control. They used to do this once a month, but haven't been here for a while. Phil mentioned that the County should clean out the storm drains.

#### 6. New Business

a. Pool equipment and storage— John McElroy, JA Booker and Dave Egbert have cleaned up area around pool. They've moved paint, bricks, etc. A new small storage shed was purchased to store those items and JA Booker installed it. We also now have a new grill. The storage bin near the pool now just houses pool items. Dave proposed we get a pressure cleaner to clean pool furniture and other areas as needed. JA suggests we rent one as necessary. Volunteers will pick up from rental outlet and JA volunteered to do pressure washing.

b. Further gutter maintenance— Caulking seams of gutters – Dave Egbert suggests we add that to 2019 budget. It hasn't been replaced in 20 years and there are lots of leaks. Dave is getting an estimate.

c. Spectrum contract — Our cable contract is nearing an end. Negotiations are underway to renew our basic cable contract. Phil Foley is negotiating. Spectrum's new owner (Charter) has presented us with a new contract that contains objectionable language about easements, indemnifications, etc. Phil is continuing to have discussions with them and his concerns are being raised with Charter's legal department. After Charter responds to Phil, the Board will review and make a decision about how we want to proceed. Tim and others pointed out that there are lots of other alternatives available for access to basic TV if we're unable to reach agreement with Spectrum.

d. Long term landscaping and irrigation – Dave Egbert asks that we begin thinking about whether we want to do a general replacement of our original 20-year old plantings. John McElroy suggests that the annual walk around inspection of the buildings be expanded to also look at the condition of all the shrubbery and plantings. Dave says that an issue with planting new shrubbery is who will be responsible for watering new plantings. Dave recommends that the irrigation system be reviewed as part of this process. Tim thinks that the consultant who does our long range reserve planning does not include landscaping in that review. However, we will plan to cover replacement landscaping costs in our reserves.

#### 7. Adjourned at 2:15

Submitted by Robin Warren, Secretary

#### ▼ November 25

- Board Members present: David Egbert, Tim Baker, Robin Warren, Philip Foley, Lola Walker

Other HOA Members present: Barbara Cronin, Lisa Palmer, Quay Peters, Pam Haigh, Herb Haigh

1. Call to order – David Egbert called the meeting to order at 12:36
2. Approve minutes of last meeting: Minutes of Sept. 9, 2018 Board meeting were approved.
3. President's Report: David Egbert Dave thanked JA Booker for securing stacked chairs in pool area

Front gate has been misbehaving; clickers have been working only sporadically. John McElroy is going to try extending the connection. If problem continues and repair cost is too high, we may have to investigate getting a new motherboard/controller or motor, depending on what the problem is.

4. Treasurer's Report: Tim Baker Tim needs everyone to confirm their email address so Tim can maintain accurate list for sending meeting notices and other HOA communications to Members .

Reserves: Tim reviewed our projected reserves vs. Long term plan for 2018. Our reserves will be \$17,801.23 below plan, but this is not a concern. Proposed budget includes a Reserve surcharge of \$4,516.55. This is a historical amount that was originally intended to cover roof replacement, which was completed this year. Tim says that technically we could discontinue that surcharge, but it is retained in the 2019 budget.

Total projected expenses for 2018 are \$1,027.51 below Budget.

2019 Proposed Budget: Proposed 2019 Budget has some adjustments up and down in individual items, but the total 2019 Budget (and, therefore, the monthly maintenance per unit) is unchanged from 2018.

Mailbox cost (account at UPS store) is expected to increase slightly. Members are reminded that we have an account at downtown UPS store where Members can have items delivered. This is particularly useful for items that require a signature; the UPS staff can sign for items, eliminating risk of non-delivery due to no one available at home to sign.

Proposed budget is approved by unanimous vote.

5. Old Business Landscaping: Dave asks that a committee be formed to investigate what needs to be replaced and come up with a plan. Volunteers should contact Dave. Anniversary Party: Will be on Dec. 2. Lisa Palmer needs a volunteer to purchase meat to be grilled. Lola volunteered to purchase meat. Lisa has adequate volunteers for set up and clean up. Lisa thanked the Cronin's for purchasing ribbons to decorate for holidays. Thank you, also, to Lisa and Trevor Jones for putting up the decorations.

Mosquitos: Barbara Cronin will call County about treating storm drains for mosquitoes.

Cable Contract: Phil Foley gave an update on the new contract negotiations with Spectrum. Spectrum's new contract was unacceptable. Our concerns with proposed contract are being reviewed by Spectrum's legal department. Our relationship with Spectrum cable will be discussed at the annual meeting of the HOA.

6. New Business Firewalls: There have been 2 instances of firewalls in attics having fallen and caused damage. Dave has investigated having someone come inspect every unit to see if problem exists in other units. Cost is estimated at \$30-\$50 per unit. If problems are identified, individual homeowners will be responsible for their own repairs. Motion made and passed unanimously: Dave will get someone out here to inspect units on a set date; owners will be notified and, if they choose to participate, the homeowners will pay individually for their inspections.

Insurance: It has been discovered that one or more units do not have an HO3 policy, which is the required policy type to cover the exterior of the unit. HO6 (condo) coverage is inadequate. We can't verify the type of coverage for some units. Those homeowners to determine what type of coverage they have. At Annual Meeting, will clarify what is required and the Secretary will include a reminder as to what is required when following up with folks for annual proof of insurance.

Meeting adjourned at 1:48.

Submitted by Robin Warren, Secretary

## ▼ 2017

### ▼ February 19

- The meeting was called to order by President David Egbert at 1:17 p.m.  
Board Members present: David Egbert, Tim Baker, Lola Walker, Phil Foley, John McElroy, Robin Warren.  
Absent: Karen White  
Election of Officers:  
Officer nominations were:  
Dave Egbert, President  
John McElroy, Vice President  
Robin Warren, Secretary  
Tim Baker, Treasurer  
Tim Baker moved to elect all nominated officers, seconded by Phil Foley. Unanimously approved.  
Adjournment: President Dave Egbert adjourned the meeting at 1:24.

Submitted by Robin Warren, Secretary.

### ▼ June 25

- **1. Call to Order:** The meeting was called to order by President David Egbert at 12:32 p.m. Board members present: David Egbert, Tim Baker, John McElroy, Lola Walker and Philip Foley. Additional members present: Barbara Cronin, Nancy Foley, Stacie Booker, JA Booker, Joe Maca, and Ken Tsi. A quorum was confirmed  
**2. President's Report:** David Egbert reported that the most recent renovation project of leveling and replacing the pavers

around the pool has been completed. In addition, the bricks at the wets gate have been adjusted to provide for proper drainage. New shrubbery has been planed along the pool back wall which will grow and fill in. There will be additional repairs and painting of the wall behind the new pool shrubbery. John McElroy will take care of the cylinder refills and David Egbert will be getting a new cover for the grill.

**3. Treasurer's Report:** Tim Baker reported that the budget for 2017 repairs is \$9,500 and so far less than half has been expended including some minor repairs of the roof/flashing done by John Myers. It was noted that David Egbert and John McElroy identified the sprinkler heads needing repair and that the sprinkler/irrigation repairs have been completed. the treasurer noted that the cost was twice what had been budgeted at \$650 but other expensive have proven to be less so it has equaled out. The treasurer noted that there was a new internet provider for the HOA a website and the new service is more user friendly.

**4. President Egbert** gave the landscape Report noting the new pool shrubs and the trimming of the oaks on 4th Avenue along the sidewalk. He noted that the City has not yet completed its responsibility for trimming the oaks on the street side.

**5. Old Business:** President Egbert said that roof repair is scheduled for 2018. To that end, three bids have been received from John Myers (\$150,000) Florida Southern Roofing (\$156,000) and Albright (\$149,000). The President further noted that there are two sources for shingles. Other members present noted solar venting for attic heat relief and solar shingles and battery system to store electricity. The president advised that the board members will be provided roofing material packets with two weeks to review and refine details. A roofing contractor will be selected at the special meeting in two weeks. That contractor will be at the fourth quarter meeting. We hope to start the roofing project in the first quarter of 2018. The Treasurer noted that, absent further reserves being spent, the Association will have \$146,000 by the end of the year for the roofing project.

**6. New Business:** Members present raised issue of repairing or replacing the defaced gate sign, efforts to combat pet waste issues, ramp access through west gate and the possible deep cut back off some shrubs to encourage new growth.

**7. President Egbert** moved to adjourn and the motion was seconded by John McElroy. The meeting was adjourned at 1:19 p.m.

*Respectfully submitted by Nancy Foley on behalf of Robin Warren, Secretary*

## ▼ July 23

- Special Board Meeting

President David Egbert call the meeting to order at 12:31

Board members in attendance: David Egbert, Tim Baker, Karen White, Phil Foley, John McElroy, Robin Warren

Other Huntington HOA members in attendance: Kent Tse, J A Booker, Lisa Palmer, Quay Peters, Joe Cronin, Robin McElroy

Dave Egbert explained that the purpose of the meeting is to pick a preferred vendor to replace Huntington roofs, which is planned for the 1st quarter of 2018. The intention is to select our preferred bidder, with whom the HOA will then negotiate a contract. That preferred contractor will do a presentation to the HOA with roofing tile samples, etc. in October.

Tim Baker moved that we select a bidder to invite to our next quarterly meeting to do a presentation and answer questions.

Dave Egbert seconded. Motion passed unanimously.

Tim noted that the Myers bid did not specify the tiles that would be used. Dave noted that there are only 2 roofing tile suppliers today. Need to get Myers to specify the quality of tile he'd use to confirm it would be competitive. With other bidders.

Karen noted that FSR was the most comprehensive about what they would do, including daily site cleanup.

Phil noted that both FSR and Albright have 40 year warranty, because they are using the same tiles. Myers only warrants for 30 years. Phil recently had a conversation with Myers, who said that the manufacturer warrants materials for 40 years, but Myers knows that the tiles have a shorter life expectancy in Florida. Phil also noted that Myers did not include the cabana roof. Per Dave, Myers indicated that the cabana roof would add "several thousand" dollars to the cost. Phil also noted, regarding FSR contract, that they have a clause entitling them to costs and attorneys fees if they have to collect from us; Phil believes any such agreement should be mutual.

It was pointed out that Myers' proposal includes the required permits in his bid. Others do not include the permitting costs.

John McElroy believes those could be several thousand dollars.

Phil noted that Myers didn't specify number of feet of ridge vent. Also, Myers referenced compliance with 2010 code. Need to require compliance with most recent code requirements.

Kent observed that FSR was very specific and thorough in its proposal. They were much more professional in their presentation. In his opinion, the 3 bids are very comparable in cost.

JA observed that a specific type of roof shingle is required for ridge vents (?). Also, he explained that roof deck nailing must be spec'd to current code in order to be permitted.

Dave polled each Board member to indicate which vendor they want to proceed with for further discussions: All preferred Myers. It is understood that we will ask questions and request performance standards, etc. Dave asked anyone who has questions or proposed standards to give that to him and he will use list to query Myers. Will ask Myers to come to October meeting to address Board and owners.

Phil was asked to share his starting list of questions, which will be circulated so that others can add their additional questions to the list.

Tim moved to invite John Myers to the October Board Meeting and let him know he's our preferred vendor at this point. John McElroy seconded. All approved.

*Meeting adjourned at 1:08. Respectfully submitted, Robin Warren, Secretary*

## ▼ October 22

- Board members in attendance: David Egbert, John McElroy, Phillip Foley, Karen White, Robin Warren, Lola Walker  
Other HOA Members in attendance:  
President Dave Egbert called the special meeting to order at 3:35  
The purpose of the meeting is to review the proposal for replacing the roofs at the Huntington. Final approval will take place at 4th quarter regular Board meeting in November. The selected Contractor, Jon Myers, will attend the November meeting to answer Board and HOA Members' questions. The Board will select the tile manufacturer, grade and 3-4 options for tile colors. All HOA Members will then have an opportunity to vote on the color. Anticipate a start date in mid-January.  
David shared a one page summary of the proposal and questions to be answered. (See attached.)  
Karen expressed concern that issues related to how the property will be protected during the course of construction be addressed in the written contract. We will have an opportunity to ask questions about these items when we meet in November and address them.  
Dave has been in touch with Duke Energy about our frequent power outages. Duke sent someone out to check out our situation. We have not received any report on what was determined as a result of that inspection.  
Regular Board meeting will be on Sunday, Nov. 12 at 12:30 p.m  
Meeting adjourned at 4:18.  
Submitted by Robin Warren, Secretary  
Roof Replacement  
This is where we are on the roof replacement.  
A. Jon Myers is the vendor of choice by unanimous consent.  
B. Myers is recommending a 30 year shingle and we can choose from any of three major brands.  
C. Myers will use high-grade polyglass underlayment.  
D. We should be able to use all of the original gutters and they will be reinstalled at no cost. If any are damaged, they will be replaced at the cost of materials/labor.  
E. Any rotted plywood will be replaced at the cost of materials/labor.  
F. Original soffit and fascia will reinstalled at no cost. Any repairs will be done at the cost of materials/labor.  
G. Work will be conducted to meet the most current codes.  
H. Rules will set for cleanup  
Some basic questions will be answered at the next board meeting. Jon Myers will attend that meeting.  
A. Select brand of shingles and warranty  
B. Select three colors of shingles.  
C. Which polystick tu underlayment product is recommended.  
D. Select type of roof vent.  
E. No metal should be painted to match shingles.  
F. Discuss concern about flashing around chimneys  
G. Set start date and estimated completion date.  
H. Payment schedule.  
Finally, residents will be given an opportunity to vote on the color from the three chosen by the board.

## ▼ November 11

- Board members in attendance: David Egbert, John McElroy, Phillip Foley, Lola Walker, Tim Baker, Karen Kaufman White.  
Absent: Robin Warren  
Guest: Jon Myers, Jon Myers Roofing & Construction, Inc.  
Other HOA Members in attendance: Joe Cronin, #6; Anne Marantz, #8; Pam Haigh, #26  
President Dave Egbert called the meeting to order at 12:35pm.  
**I. Roof replacement**  
Referring to a Roof Replacement outline (appended to these meeting minutes), Dave led discussion regarding , "basic questions," listed therein:
  - Shingles - Jon recommends CertainTeed shingles; 30 year warranty
  - Color, the Board will narrow down to 3 colors, and then there will be a designated week for all residents to view the color samples and vote.
  - Polystick Underlayment - Jon explained that building codes have been upgraded since The Huntington was built. Ring shank nails are now used; they embed better, and so we won't have nails backing out with wind, etc. Also, Jon will re-nail the decks. The peel and stick adheres directly to the wood; it won't come off next time we get a new roof. Unlike the felt paper we have now, the peel and stick underlayment is highly preferable; watertight; won't come up; self seals around the nails and, unlike felt paper, will not get "old and brittle." Also, a little thicker than felt, and more rubberized.
  - Roof Vent - OmniRidge shingle-over ridge vents (sample passed around); will run up the roof hips and across the roof tops. These will be interrupted at firewall points, in which cases Offridge vents will be used.
  - Anything metal - will not be painted; rather, we have 4 metal colors from which to choose.
  - Flashing around chimneys - replacing requires actually cutting through stucco.
  - Rules for Cleanup - Jon assured us of daily magnetic sweep, etc. He cautioned that residents have to take care of their own outdoor items such as furniture and potted plants. Myers will build a "teepee" over each of our air conditioners to protect them. We will be notified when we need to park our cars elsewhere, one building at a time.
  - Start date and estimated completion date - mid-January 2018; probably will take a week or a little more for each building.
  - Payment Schedule - Jon and Dave will work directly with one another.
  - Providing license/insurance papers - Jon and Dave will work directly with one another.

Note: Following meeting adjournment, Board members made the following 3 color selections:  
Cobblestone Grey; Hunter Green; Colonial Slate

## **II. 2018 Budget**

Referring to the proposed budget (appended to these meeting minutes), Tim made the following notations:

- No monthly fee change
- Less tree trimming after post-Hurricane Irma tree trimming
- Sprinkler system always an unknown
- No gutter cleaning funds needed because of new roof installation; also, fewer roof repairs anticipated
- Utilities are said to be increasing so Tim plugged that in (10%). Phil mentioned that he heard that water bills will go up an average of \$11 month/per person. Tim responded that we have a commercial rate
- We are following our 20-year budget plan; will regroup as needed after new roof is installed. Assuming roof doesn't cause major additional expenses, we will be back up to ~\$30,000 at end of next year.

Dave made a motion to approve the proposed 2018 Budget; Karen seconded, and the motion passed.

## **III. Miscellaneous Items**

- Dave shared a Duke Energy update; in summary, Duke is supposedly working on our situation with power interruptions.
  - Starting in in December, Willow Tree will cut the hedges behind our homes to about a foot, in hopes that they will regenerate.
- Motion to adjourn by Dave; John seconded. Meeting adjourned.

*Submitted by Karen Kaufman White, in Board Secretary Robin Warren's absence.*

## ▼ 2016

### ▼ January 31

- Meeting was called to order by President David Egbert at 1:43 PM.  
A quorum was present.  
Board Members present: John McElroy, Tim Baker, Dave Egbert, Quay Peters, Lola Walker, Robin Warren.  
Election of Officers  
Officer nominations were:  
Dave Egbert as President; John McElroy as Vice President; Tim Baker as Treasurer; Quay Peters as Secretary  
Tim Baker moved that the current officers continue in their roles. Robin Warren seconded the motion. All present were in favor of the nominations.  
Adjourn  
President Dave Egbert adjourned the meeting at 1:20 PM.  
  
Respectfully Submitted:  
Quay Peters  
Secretary

### ▼ April 24

- HUNTINGTON HOMEOWNERS' BOARD OF DIRECTORS' MEETING  
Sunday, April 24, 2016 at 12:30 PM Poolside Huntington Town Homes  
**I. Call to order** and establishment of a quorum Board Members Present: President David Egbert (#4), Tim Baker (#16), John McElroy (#26), Lola Walker (#21), Phil Foley (#15), Robin Warren (#25), Quay Peters (#19) Residents Present: Hillary Cone (#24), Joe/Barbara Cronin (#6), Robin McElroy (#26), Kent Tse (#5), Mark Welton (#22) The meeting was called to order by President David Egbert at 12:37 PM. A quorum was present.  
**II. Minutes from 1/31/2016** Board of Directors' and General Meetings Lola Walker made a motion to accept the minutes. John McElroy seconded the motion. The motion was approved.  
**III. President's Report** President David Egbert said that Huntington affairs were moving nicely so far.  
**IV. Treasurer's Report** Treasurer Tim Baker said that 2016 expenditures are close to the 2016 budget. Water expenses are as expected. There was one roof repair for \$1,000. The wheels on the front gate were replaced. \$800 has been budgeted to clean the gutters. The cost this year will be more (probably \$1,600) as we must find a new person to do the cleaning. DeLintz will be scheduled to clean unit dryers for fire prevention purposes. Dryers are first cleaned from the unit roof and then from inside the unit. This is done every other year. Unit owners must be present for the cleaning or make arrangements for someone else to oversee the cleaning.  
**V. Landscape Review** President David Egbert reported the following. He and John McElroy ran the Huntington sprinkler system to identify any problems. A couple of problems were identified and fixed for

\$210. Flatwoods Landscape personnel trimmed the palms in the pool area and the trees leading up to the pool gate to facilitate painting. 2 dead palm trees bordering the courtyard were removed.

#### **VI. Unfinished business**

**a. Paint North wall** The wall and fence were painted. Well Hilary Cone has requested that the well pump be moved from the West to the East gate side. She is possibly willing to pay for this. There were various suggestions for well locations outside the Huntington wall, but there was agreement that the pump might then be vandalized.

**b. Pool furniture** Pool furniture and deck were pressure washed. 3 chaise lounges and 2 chairs are being repaired. One chaise lounge is on order. An umbrella base will be put on the pool decking so that unit owners can bring and use their own umbrellas. An email will be sent with this information.

**c. Mail boxes** There was discussion about whether to replace or paint Huntington mailboxes. One mailbox kiosk is tilted. The general consensus was that it would make sense to straighten the leaning mailbox and paint both mailboxes.

#### **VII. New Business**

**a. Courtyard ants** President David Egbert learned from Floridian, the company that does our outside pest control that there are 4 kinds of ants in our courtyard (big headed, ferro, and 2 kinds of fire ants). The cost to spray twice for these ants would be \$4,000 which has not been budgeted. Robin McElroy moved that we watch the situation and revisit in 6-8 months. John McElroy seconded the motion which was then passed.

**b. Gutter man** See the "Treasurer's Report" section. David Egbert, Tim Baker, and John McElroy will walk around the Huntington to identify needed repairs. Mark Welton suggested pressure cleaning Huntington brick columns. John will follow up on this issue.

**VIII. Adjourn** President David Egbert made a motion to adjourn the meeting at 1:17 PM. Tim Baker seconded the motion. The motion was approved. Minutes respectfully submitted, Quay Peters, Secretary

#### ▼ **September 25**

- I. Call to order and establishment of a quorum

**Board Members Present:** President David Egbert (#4), Tim Baker (#16), John McElroy (#26), Lola Walker (#21), Robin Warren (#25), Quay Peters (#19) Residents Present: Joe Cronin (#6), Karen Kaufman White (#22) The meeting was called to order by President David Egbert at 12:35 PM. A quorum was present.

**II. Minutes** from 4/24/2016 Board of Directors' and General Meetings Robin Warren made a motion to accept the minutes. John McElroy seconded the motion. The motion was approved.

**III. President's Report** President David Egbert said that Huntington affairs were on schedule.

**IV. Treasurer's Report** Treasurer Tim Baker provided a "Monthly Report for September, 2016", and said that 2016 expenditures are on schedule. September Monthly Report: Mulch expense was over budget. Tree trimming was under budget. Insurance and water expenses were a little under budget. There should be enough money in the budget to cover repairing the unit 26 roof. Expenditures are about at 75% which would be appropriate for the end of September. Reserve Report: There is a shortage of \$8,251.59 anticipated at the end of 2018 which is pretty good. Roof replacement for Huntington units is scheduled for 2018, but may begin next year depending on the rate and cost of roof repairs. Karen Kaufman White thanked the Huntington BOD for their efforts.

**V. Landscape Review** President David Egbert said that the Huntington HOA spent \$1,200 to clean up downed and broken tree limbs after the first of 2 wind storms that damaged the courtyard Ficus tree. After the second storm, the regular maintenance crew cleaned up the downed limbs.

#### **VI. Unfinished business**

**a. Well** This project is on the back burner due to the amount of rain over the last few months. Sprinklers don't run if the "rain sensor" detects sufficient moisture in the soil. Water bills drop \$300-\$400 when sprinklers aren't run twice weekly. This topic will be reviewed toward the end of the year or if sewer rates go up. Robin Warren suggested planning any well work for when the owner of unit 24 would be out of town. John McElroy will get an estimate for work associated with a new well.

**b. Mail box repair** Huntington mailboxes were pressure cleaned and look much better. They will not be replaced this year.

#### **VII. New Business**

**a. Pressure cleaning columns** This is in process. Those that have been cleaned look good. Pavers beside unit #8 will be cleaned as part of this project.

b. Unit #14 overgrown trees 3 palms and 1 citrus tree are over the allowed Huntington unit of the top of the perimeter fence. President David Egbert will send a letter to the unit owner at the beginning of October asking that the trees be cut as requested by the end of the year. If not, the trees will be cut by the Huntington tree trimming service.

c. Inspection and Repairs President David Egbert, Tim Baker, and John McElroy inspected Huntington property and the outside of Huntington units.

d. 2016 pool upgrade. President David Egbert said that the pool and the surrounding area has been updated. Bushes by the 3rd Street wall are in bad shape. It might be a good idea to plant new bushes or put up a privacy screen. Lola Walker will get an estimate for removal of the 3rd Street bushes in the pool area. John McElroy will look at possible methods of screening the pool from 3rd Street. Philip Foley will be asked to research the price of fixing sunken pool deck pavers. Lola Walker expressed concern about unmanageable plantings between unit patios.

e. Miscellaneous. Quay Peters mentioned that many of the existing Huntington unit hedges look bad. It might be a good idea to have Huntington unit owners vote on the issue and on determining how bush replacement would be paid for. Lola Walker expressed concern about unmanageable plantings between unit patios.

VIII. Adjourn John McElroy made a motion to adjourn the meeting at 12:04 PM. Tim Baker seconded the motion. The motion was approved.

*Minutes respectfully submitted,  
Quay Peters, Secretary*

#### ▼ December 18

- **I. Call to order** and establishment of a quorum

Board Members Present: President David Egbert (#4), Tim Baker (#16), John McElroy (#26), Lola Walker (#21), Philip Foley (#15), Quay Peters (#19)

Residents Present: Joe Cronin (#6), Kent Tsu (#5), Joe Maka (#18)

The meeting was called to order by President David Egbert at 12:30 PM. A quorum was present.

- **II. Minutes** from 9/25/2016 Board of Directors' and General Meetings

The minutes were approved.

- **III. Treasurer's Report**

President David Egbert gave a general overview of the 2017 budget. The recommendation is to increase the monthly per unit HOA payment from \$350 to \$365. Costs are increasing due to: unit repairs, new plants planned to line the 3rd Street pool wall \$8,000 taken from Reserves to reset pavers in the pool area and to replace the flooring under the pool pavilion. There will be a savings for gutter cleaning and for not cleaning unit dryer hoses which is done biyearly.

**Treasurer** Tim Baker discussed the 2017 budget.

Reserve totals are going up 5% a year.

Many budget items are scheduled for early in 2017. Most of the budget prices are fixed. Fluctuating items are new shrubs and repair costs.

Repairs are primarily related to roof leaks. Roof replacement is scheduled for 2018, but it may make sense to begin repairs in 2017. \$160,000 is budgeted for new roofs. The Huntington townhouses were built in 1998. Some insurance companies won't provide insurance for roofs after a number of years.

Kent Tsu suggested ceramic tiles or copper roofs at the time of roof replacement. The additional cost of this type of roofing would be a capital improvement and require a vote of Huntington residents.

The Mailbox cost is for the Huntington box at the UPS office on 2nd Avenue and 2nd Street. The address for the box is Huntington HOA, 200 2nd Street South #107, St. Petersburg, 33701. Residents can have packages to this box. The UPS store has a list of Huntington residents. The package owner is called when a package is received.

The oaks lining 4th Avenue adjacent to the Huntington will be trimmed on the Huntington side in Q1. The Huntington is also responsible for the sidewalks bordering the property.

Courtyard ant problems will be monitored.

Digging a well for watering purposes has been on hold due to the rainy season. The cost for the well would come out of Reserves.

- **IV. Miscellaneous**

Joe Maka would like a substantial permanent sign in front of his unit that would remind dog owners to clean up after their dogs.

The SE garbage gate is out of alignment and should be fixed.

## **V. Adjourn**

President David Egbert adjourned the meeting at 1 PM.

*Minutes respectfully submitted,*

*Quay Peters, Secretary*

## ▼ 2015

### ▼ February 22

- Meeting was called to order by President David Egbert at 1:43 PM.  
A quorum was present.  
Board Members present: John McElroy, Tim Baker, Dave Egbert, Roger Ross, and Joel Marantz.  
Election of Officers  
Officer nominations were:  
Dave Egbert as President, motion made by John, seconded by Tim  
John McElroy as Vice President, motion made by Joel, seconded by Roger  
Tim Baker as Treasurer, motion made by John, seconded by Joel  
Quay Peters as Secretary, motion made by John, seconded by Joel  
All present were in favor of the nominations.  
Other Business  
Tim will send out an email to unit owners asking if they want the Board to move forward with a review of the current Huntington internet/cable offering.  
Tim proposed a special homeowner meeting where an insurance agent would answer questions. We need an alternate proposal for insurance with higher limits as \$100 per square foot may not be enough coverage. We would require an A rate company.  
Dave asked Joel to research names and addresses for owners of the 3 properties that adjoin the Huntington. We need contacts if problems occur.  
Adjourn  
President Dave Egbert made a motion to adjourn the meeting which was seconded by Roger Ross. The meeting was adjourned at 1:55 PM.  
Thanks to Robin Warren for taking meeting notes.  
Respectively Submitted:  
Quay Peters  
Secretary

### ▼ April 19

- I. Call to order and establishment of a quorum  
Board Members Present: President David Egbert (#4), Tim Baker (#16), John McElroy (#26), Tom Gaughon (#23), Joel Marantz (#8).  
Residents Present: Joe and Barbara Cronin (#6), Kent Tse (#5), Hilary Cone (#26), Karen White (#22).  
The meeting was called to order by President David Egbert at 12:04 PM. A quorum was present.  
II. Minutes from 7/20/14 Board of Directors' Meeting  
Joe Cronin made a motion to accept the 2/22/2015 meeting minutes as included with the meeting announcement. Tom Gaughon seconded the motion. The motion was approved.  
III. President's Report  
President David Egbert reported that the repainting of all units has been successfully completed. John McElroy moved that the President's Report be accepted which was seconded by Tom Gaughon. The motion was approved.  
IV. Treasurer's Report (2015 Budget)  
Treasurer Tim Baker said that we are in good shape financially. The combination of the costs of repainting and wood repair came in slightly less than the amount budgeted for painting alone. Joel Marantz moved that Treasurer Tim Baker's Treasurer's Report be accepted which was seconded by President Dave Egbert. The motion was approved. .  
V. Landscape Review  
President Dave Egbert's reported that the tree trimming, repairs to the irrigation system and cleaning of the gutters has been completed. Landscaping upgrades are scheduled for May.  
VI. Unfinished Business  
a. Universal home owners' policy  
After discussion with legal council, it was determined that the board would have to be the policy holder on any universal insurance. The board was uncomfortable with this idea and the topic was tabled pending new information  
b. Internet  
Kent Tse discussed internet connectivity for all units, and is going to move forward seeking data and cost information from Brighthouse.  
c. Well  
John McElroy will continue to explore the idea of a well for irrigation with the goal of resolving the issue by the end of the year.  
d. Pool  
Three small repairs were made to the pool and we are now in compliance with all government standards. John McElroy had a bee hive in the Oak by the pool sprayed.



e. Common Property Insurance

Tim Baker has obtained a very favorable insurance policy on our common property. It will replace our self insurance plan but we will keep some of that money in insurance reserves to cover any deductible.

f. Wall

A contractor has finally been found to do the replacement and repair work on the retaining wall. Hopefully, work will start in May.

VII. New Business

Treasurer Tim Baker moved that all interior unit numbers be cleaned and polished by hiring Lisa Palmer's family members for the job. It was agreed to repaint all of the lampposts in court yard and pool area and replace the globes in the courtyard. That will take place in May. John McElroy made a motion to replace the interior (excluding the pool area) pole light globes and have the poles painted. The motion was seconded by Tim Baker and approved.

IV. Adjourn

President David Egbert made a motion to adjourn the meeting at 1:12 PM. Tom Gaughon seconded the motion. The motion was approved.

Minutes taken by John McElroy/President David Egbert and respectfully submitted:

Quay Peters

Secretary

▼ **August 16**

• I. Call to order and establishment of a quorum

Board Members Present: President David Egbert (#4), Tim Baker (#16), John McElroy (#26), Joel Marantz (#8), Quay Peters (#19)

Residents Present: Joe Cronin (#6), Anne Marantz (#8), Pam and Herb Haigh (#27), Robin Warren (#25)

The meeting was called to order by President David Egbert at 12:34 PM. A quorum was present.

II. Minutes from 4/19/2015 Board of Directors' Meeting

Joe Cronin made a motion to accept the 4/19/2015 meeting minutes as included with the meeting announcement. President David Egbert seconded the motion. The motion was approved.

III. President's Report

President David Egbert reported that Huntington wall repairs are done. The following were repaired: the cracked wall by the West gate, damaged column bricks, wall spider cracks, the #18 column by the alley, and the footers under the West gate wall. The bell for unit #18 was reactivated. Landscaping was done inside the repaired wall by unit #24. \$15,000 was the budget for the wall repair, and \$18,000 was spent.

IV. Treasurer's Report

Treasurer Tim Baker said that we are in good shape financially.

We are under the 2015 repair budget of \$7,800.

Electricity bills were high for part of the year.

Roof repair is scheduled for 2018, but could be earlier. By 2018, we should be \$30,000 short of the projected roof repair cost.

Painting is planned for every 7 years (2022), but we should be able to wait until 2025.

Pool repair, unit painting, and wall repair came to \$100,000 which was covered by the budget thanks to Tim's careful planning.

It might be a good idea to remove the phone capability for the front gate as most people have cell phones.

The current monthly unit surcharge will probably be required for 2 more years.

President Dave Egbert moved that Treasurer Tim Baker's Treasurer's Report be accepted which was seconded by President John McElroy. The motion was approved. .

V. Landscape Review

President Dave Egbert's reported that:

New plants were installed around the repaired alley wall along with a drip irrigation system.

The owner of units #10 and #11 has asked to be responsible for her landscape maintenance. It is the responsibility of the HOA to make sure that unit landscaping is done according to HOA landscape guidelines. We would need to specify that the jasmine for those units is trimmed at the same time all other units are trimmed. Tim Baker' moved that the #10/#11 owner be allowed to maintain her landscaping which was seconded by President Dave Egbert. The motion was approved.

The owner of the apartment unit with the large tree adjacent to our pool was contacted about whether or not he would be willing to remove the tree. Dave will get an estimate for removing the tree from our tree service, and the board will decide if we should approach the city for their opinion on whether or not the tree should be removed. The tree is on the joint property line and is dying. The Huntington HOA spends \$250 - \$1,000 per year on trimming the tree.

VI. Old Business

a. Well

John McElroy will continue to explore the idea of a well for irrigation. Because of the rain, we haven't been turning on the sprinklers. There is a detector which detects the soil moisture level.

b. Pool

A drain was installed to lower the pool water level. Non-unit owners with no known association to a unit owner have been using the pool. John will speak to them.

c. Alleyway Buffers

Quay Peters will look into which group should install alleyway buffers to protect Huntington electrical boxes.

Additional Discussion:

Pam Haigh asked if the board was still looking into a group insurance policy for all units. This idea has been dropped because the HOA would have to be the policy holder. Building owners could get together and purchase insurance as a group or from the same carrier. Quay Peters and President David Egbert will look at the current coverage amounts. It might make sense to require unit owners to maintain a minimum level of insurance.

VII. New Business

a. Duke Energy Bills

We had a spike in energy bills from October of last year to April of this year. Joe Cronin will contact Duke Energy to discuss this situation. Treasurer Tim Baker will provide payment information to Joe.

#### IV. Adjourn

Joe Cronin made a motion to adjourn the meeting at 1:25 PM. President David Egbert seconded the motion. The motion was approved.

Minutes respectfully submitted .

Quay Peters, Secretary

### ▼ December 6

#### • I. Call to order and establishment of a quorum

Board Members Present: President David Egbert (#4), Tim Baker (#16), John McElroy (#26), Tom Gaughan (#23), Quay Peters (#19)

Residents Present: Joe Cronin (#6), Hillary Cone (#24), Herb Haigh (#27), Robin Warren (#25)

The meeting was called to order by President David Egbert at 12:35 PM. A quorum was present.

#### II. Minutes from 8/16/2015 Board of Directors' Meeting

Joe Cronin made a motion to accept the 8/16/2015 meeting minutes as included with the meeting announcement. John McElroy seconded the motion. The motion was approved.

#### III. President's Report

President David Egbert thanked Quay Peters for working with Duke Energy to place baffles around the electrical posts in the alleyway between the Huntington townhouses and Modera. Thanks to Joe Cronin for asking Duke Energy for an explanation of the spikes in the Huntington power bills the beginning of 2015. Duke Energy had no explanation, but the spikes have stopped.

#### IV. Treasurer's Report

Treasurer Tim Baker said that 2015 expenditures were close to the 2015 budget.

##### a 2016 Budget

- There are a few changes in the budget.
  - The cost of plants and mulch is less.
  - Office and Internet services are paid every 3 years.
  - Repair costs were high in 2015, but have tapered off.
  - Every other year, DeLintz removes dryer lint for each unit dryer.
  - Self insurance costs are now covered in the larger Huntington insurance policy.
  - General Reserve amounts were determined by a consultant hired 7-8 years ago as part of a 20 year plan to cover replacement costs. The report was updated in 2012 based on real world experience. The Surcharge has been necessary to bring reserves to the proper amount to handling roof replacement. The 20 year plan is posted on the Huntington website.
    - Assuming plan estimates are correct for replacement in 2018, there is enough in the Reserves to cover the expected roof replacement cost plus \$20,000.
    - Roof repairs are done as needed and are usually \$400-\$500 each. The HOA is responsible only for the outside of a unit. Owners are responsible for any inside repair.
    - A consultant checked Huntington roofs 2 years ago. He said that roofs may need to be replaced before 2018. This timing will be determined in the next couple of years.
  - The monthly fee will continue to be \$350.

President David Egbert moved that the maintenance for 2016 is \$350. John McElroy seconded the motion. The motion passed.

#### V. Unfinished business

##### a. Paint wall around the pool

The wall will be painted in 2016.

##### b. Well

Water for the Huntington currently combines irrigation and unit used water, and sewer charges are on all used water. John McElroy received a quote from John Williams (who checks our sprinklers) for \$6,500 to dig a well, install a pump, and hook it up to our current system. This would not include hooking the pump to electricity. The well would pay for itself at a rate of \$300 per month. Current water bills are \$1,650 to \$2,000 per month. Because the well is a capital improvement, approval requires a 75% approval from unit owners.

##### c. Pool furniture

Pool furniture will be pressure washed and then repaired as needed by the Casual Furniture company.

#### VI. New Business

##### a. Mail boxes

Huntington mailboxes are unsightly. New dark green mailboxes would be \$1,500 per mailbox.

This will be reviewed in 2016,

##### b. Neighbor's trees

The large tree adjacent to and overhanging part of the pool enclosure has dead limbs and is dying.

Bay City Trees quoted \$7,500 for removing the tree. President David Egbert approached the owner of the property next to the pool about removing the tree, but the owner wasn't interested.

The tree may or may not be on Huntington property. We will continue to have the tree aggressively trimmed.

### **c. Gate liability**

The main Huntington gate may need to have more safeguards for walkers using the gate. It may make sense to associate an alarm or light when the gate opens. The Huntington HOA has two million dollars in liability insurance. President David Egbert will look into this issue.

## **IV. Adjourn**

President David Egbert made a motion to adjourn the meeting at 1:30 PM. John McElroy seconded the motion. The motion was approved.

Minutes respectfully submitted,  
Quay Peters, Secretary

## ▼ 2014

### ▼ February 9

- Meeting was called to order by President John McElroy at 12:10 PM.

A quorum was present.

**Board Members present:** John McElroy, Tim Baker, Dave Egbert, Kent Tse, and Quay Peters.

#### **Election of Officers**

Officer nominations were Dave Egbert as President, Tim Baker as Treasurer, and Quay Peters as Secretary. All present were in favor of the nominations.

#### **Other Business**

President Dave Egbert, Tom Gaughan, and John McElroy will meet with Mill Creek representatives.

Robin Warren has offered to draft a letter to send to Mill Creek. She is an attorney.

Dave will talk to our lawyer about our issues with Mill Creek. Some of the issues are repair/replacement of the alley wall, repair of the gate and gate bell wiring for unit 18, pressure cleaning of all units, cleaning/replacement of discolored/damaged bricks, slush fund for other issues.

#### **Adjourn**

Meeting was adjourned by President Dave Egbert at 12:50 PM.

Respectively Submitted:  
Quay Peters  
Secretary

### ▼ April 19

- **I. Call to order and establishment of a quorum**

**Board Members Present:** President David Egbert (#4), Tim Baker (#16) Tom Gaughan (#23), John McElroy (#26), Kent Tse (#5), Quay Peters (#19).

Residents Present: Lisa Palmer (#9), Lola Walker (#21), Joe Cronin (#6)

The meeting was called to order by President David Egbert at 11:05 AM. A quorum was present.

#### **II. Minutes from 2/29/14 Board of Directors' Meeting**

President David Egbert made a motion to accept the 2/29/14 meeting minutes as included with the meeting announcement. Lisa Palmer seconded the motion.

#### **III. President's Report**

The president's report is covered under the following minutes.

#### **IV. Treasurer's Report**

Tim Baker stated that we are on track with 2014 budget spending.

Two roof leaks were fixed.

Outside wall lights were fixed.

Water bills have been lower than budgeted.

The monthly budget report is on the Huntington website HYPERLINK "[www.huntingtonstpete.com](http://www.huntingtonstpete.com)"

#### **V. Committee Reports**

##### **a. Building Committee**

##### **i. Mill Creek construction review**

4 weeks ago, President David Egbert sent a letter to Mill Creek with a list of Huntington HOA grievances. Several HOA board members met with Mill Creek representatives to discuss the list of grievances. Mill Creek representatives agreed to 1.) assess the Huntington pool filter to determine if they will pay to replace it; 2.) remove cement from units #18 - #24 patio pavers and the courtyard area opposite the west gate; 3.) repair the unit #18 brick column, column wiring, lock, unit walkway, and unit sidewalk; 4.) pay for half of the cost of pressure cleaning all units; 5.) repair damage caused by Mill Creek to the alley wall and paint both sides of the wall. Items #1 - #3 will be done as soon as possible. Items #4 and #5 will be done when Mill Creek construction is finished. Dave will check with Mill Creek next week to check progress.

**ii. Wall repair** and associated liability insurance coverage  
Huntington liability coverage is \$2,000,000 total and \$1,000,000 per instance.

**iii. #14 unit problems**

Dave is in the process of writing a letter to the owner of unit #14 detailing a number of issues relating to the unit which include damage to the Huntington gate done by a truck during the move-in of the current renter, inability of Huntington landscape and maintenance personnel to enter the unit yard since the renter re-keyed the gate, tree root causing damage to the 4th Street wall, overgrown courtyard, loose bricks in the unit courtyard, and failure to provide proof of homeowner insurance.

**iv. Painting estimates**

John McElroy got an estimate from Island Painting (\$59,000) and the original painter of the Huntington (\$50,000) for pressure washing and repainting Huntington units. Half of the pressure washing costs will be paid for by Mill Creek. \$75,000 has been budgeted for painting units in 2015.

**VI. Pool update**

Clear Tech will soon begin \$16,000 of work on the Huntington pool. This includes resurfacing, new tiles, new pump, and new ladders. The work should take 4-6 weeks.

**VII. Landscape Committee**

Dave reported that the jasmine is not being trimmed now since it is in bloom. After the pool is fixed, trees will be planted along the south pool wall. Unit gutters will be cleaned in May. \$700 was spent to fix sprinklers.

**VIII. New Business**

**Front gate operation**

The Huntington has a liability because there are no signs on the inside and outside of the front gate to alert nearby people that cars pass through the gate. Lisa Palmer will do research to determine what the signs should say.

**Fareham Place Duke Energy electrical boxes**

Quay Peters spoke with employees of Duke Energy about better protection for the 2 electrical boxes on the side of Fareham Place near the Huntington west gate. If Mill Creek doesn't provide better protection for the boxes by the time construction is finished, Duke Energy will address the problem.

**Becker and Poliakoff law firm**

Tim Baker reported that our current lawyer is leaving the Becker and Poliakoff law firm. He will research the new firm, determine if we would need to pay a retainer to change law firms, and lead a discussion on whether to stay with the B&P law firm or change firms to retain association with our current lawyer.

**Window Screens**

Lola Walker raised a concern that Huntington unit screens are beginning to show wear. Unit screens are the responsibility of unit owners.

**IX. Adjourn**

President David Egbert adjourned the meeting at 12:15 PM.

Respectfully submitted:  
Quay Peters  
Secretary

•

▼ **July 20**

- I. (Meeting by the pool.) Call to order and establishment of a quorum  
Board Members Present: President David Egbert (#4), Tim Baker (#16) Roger Ross (#10), John McElroy (#26), Kent Tse (#5), Quay Peters (#19).  
Residents Present: Lisa Palmer (#9), Joe Cronin (#6), Pam Haigh (#27), Robin Warren (#25), Karen White (#22)  
The meeting was called to order by President David Egbert at noon. A quorum was present.
- II. Minutes from 4/19/14 Board of Directors' Meeting  
Joe Cronin made a motion to accept the 4/19/14 meeting minutes as included with the meeting announcement. John McElroy seconded the motion. The motion was approved.
- III. President's Report  
President David Egbert said that the first half of 2014 was busy and successful working with the Mill Creek group and planning the pool work. Third quarter focus will be on exterior unit repairs, and fourth quarter will be on plans for 2015. The remainder of the president's report is covered under the following minutes.

#### IV. Treasurer's Report

Treasurer Tim Baker stated that we are on track with 2014 budget spending.

Huntington unit exteriors were power washed. Half the cost was paid by the Mill Creek group.

Outside wall lights were fixed.

Water bills for the year will probably be \$2,000 lower than budgeted.

Pool work was finished for around \$19,000 which was a little over budget.

Plantings and sprinkler repairs are a little over budget.

#### V. Committee Reports

##### a. Building Committee

###### i. Mill Creek construction review

The list of grievances agree to with Mill Creek has been closed. Mill Creek folks

Cleaned cement spots from courtyard and patio pavers.

Did minor repairs on and painted the alley wall.

Paid for 2/3 of a new pool filter.

Replaced the damaged brick column for unit #18.

ii. Wood damage. Pressure cleaning of units revealed 17 units with termite/wood rot damage. The bad wood is being removed, underlying surfaces are sprayed for termites, and new wood is attached and painted.

iii. #14 unit problems. President David Egbert reported the following problems with unit #14:

The Huntington automatic gate chain was damaged when the new #14 renters moving truck parked too close to the gate for a prolonged period. This resulted in a Huntington purchase of a new gate chain. A tree in the patio area has a root growing through the 4th Avenue wall.

Bricks in the courtyard are not level and are hazardous.

Dave sent a letter to the #14 owner a couple of months ago, but received no response.

He will ask our lawyer how we should proceed. He will get a quote from our tree service for removing the offending root and the tree with an eye to billing the unit owner for the charge and possibly for the gate chain if the current renter will not. Dave will update the board of directors on his progress.

iv. Painting estimates. It was agreed to repaint all of the buildings and part of the wall in January of 2015. The cost will be approximately \$45,000. We will not need to pressure clean or repaint the portion of the wall near the alley. There is \$89,000 in reserves for the painting. Some of those funds will be used to pay for the current wood repairs as well as the painting.

v. Pool update. Pool work is finished. The pool is now code compliant and has new tile, coping stones, railings, depth signs, pump/holding tank, and has been resurfaced.

vi. Well. John McElroy will get pricing for digging/using a well at the Huntington for irrigation.

b. Landscape Committee. President David Egbert reported that no further planting will be done in 2014.

#### VI. New Business

a. Front gate traffic signs. Thanks to Lisa Palmer for procuring the new Huntington gate signs!

b. Insurance. Roger Ross is working with the Comegys insurance agency to get a quote covering all Huntington unit insurance. Related charges would be part of unit monthly fees, and would require an owner vote.

c. Recycling. Lisa Palmer will obtain a price for Huntington recycling from WSI. The city would not be involved.

d. Internet. Kent Tse will check with unit owners to find out who doesn't use Brighthouse.

e. Fareham Place Duke Energy electrical boxes. Quay Peters spoke with employees of Duke Energy about protection for the 2 electrical boxes on the side of Fareham Place near the Huntington west gate. Duke Energy has agreed to install baffles to protect the boxes.

#### VII. Adjourn

President David Egbert made a motion to adjourn the meeting at 1:05 PM. Roger Ross seconded the motion.

Respectfully submitted:

Quay Peters

Secretary

#### ▼ November 23

##### • I. Call to order and establishment of a quorum

Board Members Present: President David Egbert (#4), Tim Baker (#16) Roger Ross (#10), John McElroy (#26), Tom Gugham (#23), Quay Peters (#19).

Residents Present: Joe Cronin (#6), Pam Haigh (#27), Lola Walker (#21)

The meeting was called to order by President David Egbert at 12:07 PM. A quorum was present.

##### II. Minutes from 7/20/14 Board of Directors' Meeting

Joe Cronin made a motion to accept the 7/20/14 meeting minutes as included with the meeting announcement. Roger Ross seconded the motion. The motion was approved.

##### III. President's Report

President David Egbert said that things went well working with the Mill Creek group and completing the pool update. Mill Creek paid for half of the cost of power cleaning Huntington units, cleaned up concrete residue on courtyard and patio bricks, and repaired and painted the alley wall. Pressure cleaning of Huntington units uncovered lots of rotted/termite infested trim. Wessell repaired the trim after each area was treated for termites. The pool work was completed with good results.

##### IV. Treasurer's Report (2015 Budget)

Treasurer Tim Baker discussed the proposed 2015 budget.

- Monthly fees would increase to \$350 to cover continuing high unit repair bills.

- There are increasing roof related repairs due to aging roofs. At present, roofs are scheduled to be replaced in 2018, but may need to be replaced sooner if large repairs continue.

- Cable TV and electricity costs have been rising.
  - Relative to budget reserves:
  - There is \$18,000 in a self-insurance fund so we should be in good financial shape as long as there are no surprises.
- President Dave Egbert called for a vote to approve \$350 as the monthly unit fee starting in 2015. Tom Gaughan seconded the motion. The motion passed.

#### V. Unfinished Business

##### a. Wall

There is a gash in the Huntington alley wall and several brick columns that need repair. President Dave Egbert hasn't been able to find a person to do the red brick work. John McElroy and Lola Walker will see if they can locate someone to do this brick work.

##### b. Well

John McElroy will try to get an estimate to dig a well for watering Huntington landscaping from the man who dug the well for the Flori complex. It is now possible to put in a well that doesn't need a tank. John has a bid for \$10,000 and for \$20,000 to dig a well on Huntington property. He will obtain one more bid.

##### c. Internet

Kent Tsu has been researching the possibility of having Brighthouse provide internet access for all Huntington residents.

##### d. Insurance

Derrick Berset from the Comegys Insurance Agency gave a presentation about insuring all Huntington units and the common area with the same insurance company and amount of coverage. He noted the following.

- The Huntington complex could be insured as a whole much like a condominium association. Each owner in the Huntington owns the property his unit is on and is required to carry insurance for his/her unit excluding the roof and outer building materials.
- A policy would cover each unit (foundation to roof); Huntington trees and shrubs; non-wear and tear damage to air conditioning units; and the common areas for fire, wind, and liability. This type of policy is known as H03.
- Unit owners might want to carry additional insurance for personal property.
- Auto accident protection is included for drivers on HOA business.
- There is a fire deductible of \$5,000 per occurrence and 5% per occurrence for wind and storm damage.

The Huntington HOA would need to vote on whether or not to handle unit insurance through the HOA. An assessment would be required for the initial payment. The Huntington lawyer will be consulted about what majority of unit owners are required to approve the discussed group insurance.

Treasurer Tim Baker plans to use Comegys as a replacement for the current Huntington liability Insurance carrier. Roger Ross made a motion for treasurer Tim Baker to obtain a quote from Comegys to insure Huntington common property and liability. Tom Gaughan seconded the motion. The motion passed.

Roger Ross, John McElroy, and Tim Baker will put together a presentation to Huntington homeowners about a common insurance for all units. Thanks to Derek for the presentation and to Roger Ross for contacting Derek.

#### VI. Old Business

Quay Peters will contact Duke Energy about protection for the 2 electrical boxes on the side of Fareham Place near the Huntington west gate. Duke Energy had agreed to install baffles to protect the boxes.

#### VII. New Business

There is a public hearing on December 3rd about the proposed new building across from the Huntington on 4th Avenue.

#### VIII. Adjourn

President David Egbert made a motion to adjourn the meeting at 1:30 PM. Roger Ross seconded the motion.

Respectfully submitted:

Quay Peters

Secretary

## ▼ 2013

### ▼ December 8

#### • I. Call to order and establishment of a quorum

Board Members Present: President John McElroy (#26), Tim Baker (#16), Roger Ross (#10), Lisa Palmer (#9), Tom Gaughn (#23), Quay Peters (#19).

Residents Present: Hillary Cone (#24)

The meeting was called to order by President John McElroy at 11:40 AM. A quorum was present.

#### II. Budget

Tim Baker stated the following about the 2014 Huntington budget.

- Water/sewer costs in 2013 have gone up to about \$2,000 a month, from \$1,500.
  - In the future, creating and using a well would reduce these costs.
- Most other budget categories have gone up slightly in 2013.
- The projected 2018 reserve balance is -\$24,529, offset by unassigned reserves.
- Pool work will be \$15,000.
  - Our variance was approved which saves \$10,000.
- Huntington finances are not in perfect state but are okay.
- Monthly unit dues will be raised \$25 to offset unit repair, water/sewer, and other unexpected costs.

Roger Ross moved that the 2014 budget be approved. Lisa Palmer seconded the motion. The motion was passed.

#### III. Unfinished Business

- President John McElroy will set up a meeting with a Comegys account representative to discuss the cost of homeowner insurance for all Huntington units.

- Mill Creek Walkthrough

- John and Tom Gaughn met with Sam Raulerson (Mill Creek representative) to discuss what areas of the Huntington

Sam's team will clean at the Huntington before Christmas.

§ They will power wash the pool area, pool furniture, and Huntington units that are adjacent to the Mill Creek site.

§ Sam said that they will come back later to power wash as needed. He wants to deal with us as homeowner's leaving larger issues to be resolved by the Mill Creek company.

· The owner of unit #12 wants to put in a second unit to air condition his garage.

o Tim Baker moved that the board of directors approve the addition of a second unit for unit #12. Roger Ross seconded the motion. The motion was passed.

· Huntington Party – December 15th, 5 to 7 PM

o The HOA buys beer, wine, soda, hot dogs, burgers, brats, and rolls.

o Tim Baker will purchase the soda, wine, water, and beer.

o Tom Gaughn will buy the ice.

o Lisa will talk to Barbara Cronin and Dave McElroy about where to buy the meat and how much to purchase.

· Red ribbons and bells were hung throughout the Huntington by Tyler Jones (Lisa Palmer's nephew) courtesy of Lisa and Barbara and Joe Cronin. THANKS to all!

· Jurgen Schlichting barely missed being hit by a car going out the Huntington gate. His bicycle was badly damaged and he was hurt getting out of the way of the car.

o This is the 2nd time a similar accident has happened at the Huntington.

o It is legal for bicycles to drive on the sidewalk so drivers must be very careful when driving out of the Huntington.

o Tim Baker will talk to a locksmith about the possibility of affixing a bracket to the top of the posts adjacent to the gate so that mirrors can be mounted out of the reach of vandals.

o Quay Peters will tell Gabrielle Schlichting that the accident was discussed at the 12/8/13 board of directors' meeting.

o Tim will send out an email asking unit owners and bicyclists to be careful entering and exiting the gate to 2nd Street.

#### IV. Adjourn

Tom Gaughn moved to adjourn the meeting. Tim Baker seconded the motion. The motion was passed.

President John McElroy adjourned the meeting at 12:25 PM.

Respectfully submitted:

Quay Peters

Secretary

#### ▼ October 27

##### • I. Call to order and establishment of a quorum

Board Members Present: President John McElroy (#26), David Egbert (#4), Tim Baker (#16), Roger Ross (#10), Lisa Palmer (#9), Tom Gaughn (#23), Quay Peters (#19).

Residents Present: Pam Haigh (#27), Marlys Meckler (#17), Kent Tsu (#5)

The meeting was called to order by President John McElroy at 11:00 AM. A quorum was present.

##### II. Minutes from 7/28/13 Board of Directors' Meeting

Roger Ross moved that the minutes be approved as sent. David Egbert seconded the motion.

##### III. President's Report

President John McElroy stated the following.

Irrigation Well (would be used for Huntington watering which would remove that usage from our water/sewer bills)

A quote from Pruitt for a well over 300 feet deep including electrical work and submersible pump was \$10,000. This didn't include a holding tank and associated electrical work which would be an additional \$1,500.

The payback period would be about 2 years since monthly irrigation charges for the Huntington are \$300 - \$600 per month.

A previous quote from Williams for \$5,000 was for a shallower well.

An irrigation well is not currently included in the Huntington reserve budget.

John will continue to gather information on this and it will be a discussion topic at the homeowners' annual meeting.

##### IV. Treasurer's Report

Treasurer Tim Baker stated the following.

We need a 2014 budget by the end of November.

There are unanticipated repairs that have impacted the 2013 budget.

The repairs are for units 14, 19, 27, and 9.

Water expense is several thousand dollars over budget.

Cost for the new gate kiosk is \$4,000.

Huntington perimeter lights are malfunctioning due to a wiring issue.

Some lights have been checked and repaired. The remainder of the lights will be checked and repaired.

Telephone and Terminix charges are up a little.

David Egbert, Tim, and President John McElroy will meet to draw up the proposed 2014 budget which will be put to a vote of the board of directors.

##### V. Committee Reports

###### a. Building Committee

President John McElroy reported the following

Pool:

The initial quote to bring the pool to code and to update the pool was \$15,900, \$7,000-\$8,000 has been added to the quote to cover a larger collector tank and associated equipment/labor. Roger Ross moved that John sign a contract for up to \$25,000 to make the necessary pool updates. David Egbert seconded the motion.

Pool work will probably be scheduled this November or December.

b. Landscape Committee

David Egbert reported the following.

He needs to know the cost of mulch and of spreading the mulch to develop the 2014 landscape budget.

President John McElroy will talk to his contact at Willow Tree to see if they can provide and spread the mulch.

VI. Unfinished Business

Huntington Homeowners' Insurance

Roger Ross, President John McElroy, and Tim Baker will meet with the Comegys Insurance group to discuss a policy to include all Huntington units.

VII. New Business

Party

Lisa Palmer and Barbara Cronin will plan a social event for Huntington owners/renters.

The event will utilize Tom Gaughn's garage.

Mill Creek Construction Discussion Items

Agenda item list:

Unit 21 – replace/repair brick column, 2 holes in the wall near the column, Hardee board damage, and concrete spritz on courtyard and heat pump

Repair unit 19 front gate column

Remove concrete on bricks in the courtyard and surrounding areas or replace affected bricks

Replace missing column bricks

Repair/replace alley wall

Wash exterior windows of all units

Power wash buildings, courtyards

Provide reimbursement for pool filter clogged by debris from construction

Repair alley surface

Replace damaged shrubs on 3rd Street

Stop noise and deliveries before and after 7 am/pm and on Sundays

Keep alley clear for garbage pickup

Provide number and location of Mill Creek parking and guest parking.

Who is contact and what is the approach for presenting a final list to Mill Creek?

Discussion:

President John McElroy, David Egbert, and Robert Ross will contact our Huntington lawyer to discuss how to approach Mill Creek.

Mill Creek is planning to open the apartment building beside the Huntington in September 2014.

Tim Baker will send out an email to unit owners requesting any additions to the list above.

VIII. Adjourn

President John McElroy adjourned the meeting at 12:05 PM.

Respectfully submitted:

Quay Peters

Secretary

## ▼ August 28

- I.: Call to order and establishment of a quorum

Board Members Present: John McElroy (#26), David Egbert (#4), Tim Baker (#16), Roger Ross (#10), Lisa Palmer (#9), Quay Peters (#19).

Residents Present: John McMaster (#12)

The meeting was called to order by President John McElroy at 11:01 PM. A quorum was present.

II.: Minutes from 5/5/13 Board of Directors' Meeting

President John McElroy moved that the minutes be approved as sent. Roger Ross seconded the motion.

III.: President's Report

President John McElroy stated the following.

Reminder to construction to clean up (VII. c.)

- o He will get in touch with his construction contact and ask them to do a better daily cleanup of construction debris.

- o The construction group has agreed to clean up cement residue in unit courtyards when construction is finished.

- o Tim Baker has phone numbers for construction group contacts.

  - o Wall repair update (V. i.)

- o Construction equipment pushed a block out of alignment on the south wall of the pool enclosure.

- o Roger Ross suggested that John talk to a construction contact about the possibility of using some of the construction workers to repair the wall next to unit #24 and the pool.



- o The construction group contracted to repair the wall will get the required permit.
- o The lock on the northern gate to Huntington trash bins is scheduled to be fixed.

#### IV. Treasurer's Report

Treasurer Tim Baker stated the following.

Water bill charges have come down since the first of the year partly due to sprinkler repair and watering once a week.

Becker & Poliakoff letter entitled "Actions Your Homeowners' Association May Need or Wish to Take Following Enactment of 2013 Legislation (VII. a.)

- o "Board Member Certification and Education: Within 90 days of election, new board members must certify in writing to the secretary of the association that he or she has read the governing documents and will uphold them to the best of his or her ability. A director must also certify that he or she will faithfully discharge his or her fiduciary responsibility. In lieu of written certification, newly elected or appointed directors may submit proof of attendance at an educational course, through a provider who has been approved by the DBPR."

- o "Insurance and Fidelity Bonding: All HOAs are now required to maintain a fidelity bond (sometimes called "crime coverage" or "theft insurance") for all persons who control or disburse funds of the association. Coverage must be purchased in an amount sufficient to cover the maximum funds that will be in the custody of the association or its management agent at any one time. The requirement for fidelity bonding may be waived annually by a majority vote of the voting interests of the HOA present at a properly called meeting of the association."

Our HOA would need a bond in an amount up to \$200,000.

Whether or not a bond is purchased could be decided by a vote of Huntington home owners.

Tim will get a quote for a bond in this amount.

- o "Official Records: official records will now have to be maintained for 7 years and made available for photo copying within 45 miles of the community or within the county in which the association is located. Owners may be charged no more than 25 cents per page for copies. The association's right to pass on personnel costs has also been restricted. The association may not prohibit unit owners from using portable devices (such as smart phones, tablets, or portable scanners) to copy documents, and the association may not charge a fee of use of such a portable device."

Official Huntington HOA documents are on the Huntington website and can be printed by owners. .

- o "Election of Directors: Nominations from the floor are not required if the election process allows candidates to be nominated in advance of the meeting. An election is not required unless more candidates are nominated than vacancies exist."

David Egbert moved to adopt the treasurer's report. Lisa Palmer seconded the motion. The motion passed.

#### V. Committee Reports

President John McElroy stated the following.

##### a. Building Committee

###### i. Wall repair update

See President's Report above.

###### ii. Pool/ collector tank update

The Huntington pool must have a new collector tank that will cost \$12,000- \$13,000.

The board of directors agreed to make all pool repairs and regulatory-required updates to the pool at the time a new collector tank is installed. This work will probably take a month to do.

Roger Ross moved to authorize John to sign a contract for up to \$20,000 for the pool work. Tim Baker seconded the motion. The motion passed.

###### iii. Exterior review and maintenance repairs

John and Lisa Palmer did the review.

Repairs will start the first week in August.

- o Unit #14 chimney and some balconies need repair.

##### b. Landscape Committee

David Egbert reported the following ...

Lisa Palmer and her nephews spread mulch in the unit #18 yard.

David and Lisa met with the owner of unit #14 about yard maintenance required to be handled by the owner. So far there has been no indication from the owner that the work has been scheduled. The HOA association may need to have the work done and bill the owner.

###### i. Well/sprinkler system - irrigation

Sprinkler repairs have been done.

President John McElroy will get quotes for digging a well that would supply water for Huntington sprinklers. Currently sprinkler water is metered in combination with Huntington unit water which raises Huntington monthly water costs.

- o John will find out the costs of related electrical, pump, and control box.
- o There is \$3,000 in the reserves for sprinkler repairs that could be used for these expenses.
- o Capital improvements require approval of the HOA membership.

##### Landscape Committee Report

- o The "Huntington Landscape Policy Amendment" was created by the Huntington Landscape committee.

References to landscape policy were removed from other Huntington policy documents.

David Egbert moved that the document be approved as amended. Roger Ross seconded the motion. The motion passed.

- o Mulching in common areas and private courtyards or yards will be done every 1-2 years.
- o Yearly landscape reviews will be done to determine what needs to be done.

o Turf grass will be replaced once as needed and if that dies, it will be replaced with something else.

#### VI. Unfinished Business

There was no unfinished business.

#### VII. New Business

a. Becker & Poliakoff letter entitled "Actions Your Homeowners' Association May Need or Wish to Take Following Enactment of 2013 Legislation" (print and bring document at link emailed by Tim Baker on 7/11)

See Treasurer's Report above.

b. Potential unit faulty wiring

Unit #17 had faulty wiring in an upstairs bathroom.

This is not a general problem in Huntington units.

c. Reminder to construction to clean up

See President's Report above.

d. Homeowners' insurance issue

Roger Ross will get a quote from Comegys for homeowner insurance for all Huntington units.

o Huntington HOA documents require owners to carry insurance on their units

o If all Huntington owners had the same insurance, rebuilding or repair of multiple units would be much easier.

o If the HOA carried insurance for all units, it would ensure that all units are adequately insured in accordance with HOA policy.

e. Policy for unwanted unit attic inhabitants

The unit #14 owner reported that he has rats in his attic.

o Huntington HOA policy requires that he get someone to come to his unit, eliminate the rats, and determine how they are entering the attic. The HOA will then fix any rat exterior entry points.

o The HOA is responsible only for exterior repair of Huntington units.

f. Recent theft alert

Bagels and beer were taken from the Unit #17 garage refrigerator when the garage door was open.

Unit residents should keep garage doors closed unless in use.

g. Social event

The board will pick a date in the Fall for a Huntington social event.

h. Pool Grill

A new grill will be purchased for the pool area.

#### VIII. Adjourn

President John McElroy adjourned the meeting at 12:35 PM.

Respectfully submitted:

Quay Peters

Secretary

### ▼ May 5

- I. Call to order and establishment of a quorum

Board Members Present: John McElroy (#26), David Egbert (#4), Tim Baker (#16), Roger Ross (#10), Lisa Palmer (#9), Quay Peters (#19).

Residents Present: Hillary Cone (#24)

The meeting was called to order by President John McElroy at 11:01 PM. A quorum was present.

II. Minutes 3/11/13 Board of Directors' meeting

Roger Ross motioned that the minutes be approved as sent. David Egbert seconded the motion.

III. President's Report

President John McElroy stated that the Huntington townhouses look great. His comments on "Wall repair" are detailed under "Committee Reports" below.

IV. Treasurer's Report

Treasurer Tim Baker discussed the following relative to the April, 2013 monthly report

- \$1,300 in the budget for repairs has been used for mulch and plants since there have been no repairs.

- Water expenses are \$7,600 for 3 months which is \$1,600 over budget.

The monthly water bill went from \$2,500 to \$2,000 when watering was reduced from twice to once a week.

Roger Ross has not checked on the possibility of metering Huntington sprinkling and unit use separately in order to save on sewer charges.

John McElroy will get an estimate for putting in a well to provide water for sprinklers.

A well would need to be deep enough to utilize water without major impurities.

Well usage is regulated in order not to adversely impact the water table.

- Cable and Termite expenses are up a little.

• \$3,000 for irrigation and \$4,000 for mail clusters are in the 2013 reserve plan. If this money isn't spent in 2013, it could be utilized in another way.

- David Egbert will talk to Nature's Safeway about the cost of termite coverage for all units.

It might make sense for this to be an HOA expense to protect all units at the Huntington from termite damage that could affect other units.

David moved to adopt the 2013 budget. Roger seconded the motion. The motion passed.

## V. Committee Reports

### a. Building Committee

#### i. Wall Repair

- The selected wall repair contractor has been too busy to schedule work on the wall for unit 24. It will probably be 6-8 weeks before he could start.
- Roger Ross suggested talking to the Mill Creek group doing the construction next door to see if some of their workers could repair our wall. He and John McElroy will talk to the group.

#### ii. Pool

- David Egbert pressure cleaned the pool deck and the furniture.
- David bought a hose and nozzle which he uses to spray the deck and furniture every other week.
- John McElroy took a pool lounge for repair.
- John and Tom Gaughan are working on the grill in the pool area.
- Chuck Wray donated the float lashed to the pool supply chest.
- The TAMPA BAY TIMES will be listing accomplishments from the recent legislative session. There may be information relative to whether or not the Huntington pool pump needs to be replaced with a larger pump to meet code restrictions.
- Replacing the pump would be an additional \$4,000- \$5,000 over what is in the Huntington reserve plan for pool repair.
- We will continue to track the issue of the larger pump and will not take any action until the issue has been finally resolved.

### b. Landscape Committee

David Egbert reported the following

Landscaping projects completed:

- Mulch and stone for drainage between end units on 4th Avenue
- Replacement of mulch and dead plants in center strip area next to #23, areas leading up to the pool, and inside pool area
- Removal of dead bushes within pool area
- Unit #2 courtyard refurbished by landlord
- Junk and palm tree removal on 3rd Street.

Landscaping projects open:

- Tree removal and refurbishing of #14
    - The total cost will be approximately \$2,500.
    - The root from a large tree in the yard is pushing up the patio bricks and will cost \$350 to remove. The patio will need to be repaired after the root is removed.
    - Removing the tree and another palm will be \$1,000.
    - The fruit tree can be trimmed for \$60.
- Tim Baker moved to send a registered letter to the unit owner requesting the removal of the trees and bringing the unit courtyard to compliance within 30 days. Roger Ross seconded the motion.
- (Email discussion after the meeting confirmed that all of the large trees in the unit #14 yard are grandfathered to be over the 5 foot limit. Board member discussion continues to determine what charges the unit owner and the HOA will incur to bring the unit yard to compliance with Huntington HOA courtyard standards.)
- Refurbishing of #18 yard. David will talk to Joe Maka about what he wants to have as a ground cover in the areas where grass has died.
  - Palm in #12 courtyard. David will email the owner who hasn't moved in yet that the palm tree needs to be removed

Tree trimming projects completed:

- Trimming of oaks on south side of 4th Avenue
- Removal of dead limb on courtyard Ficus
- Trimming of palms
- Removal of tree in #17 courtyard.

Miscellaneous projects open:

- Gutters: The gutters are scheduled to be cleaned this month.
- Irrigation system: David and John McElroy will check the sprinklers to see which ones aren't working and will either fix them or hire someone to fix them.

## VI. Unfinished Business

Homeowner insurance: Homeowner must have insurance equal to the maximum amount required to repair his/her unit as described in the Huntington HOA covenants. Each January, the HOA secretary will send a note asking homeowners to send a copy of their insurance declaration page to the HOA secretary. Many homeowners at the Huntington purchase their insurance from Comegys Insurance Agency.

Front Gate: The gate is too sensitive to electrical surges. John McElroy will see if the gate can be adjusted to be less sensitive.

## VII. New Business

There was no new business.

## VIII. Adjourn

Roger Ross moved to adjourn. David Egbert seconded the motion. President John McElroy adjourned the meeting at 12:25 PM.

Respectfully submitted:  
Quay Peters  
Secretary

▼ **March 11**

• **March 11, 2013**

Meeting was called to order by President John McElroy at 6:30 PM.

A quorum was present.

Board Members present: John McElroy, Tim Baker, Dave Egbert, Lisa Palmer, Tom Gaughan, Roger Ross, and Quay Peters.

**Water Bill Discussion**

- Treasurer Tim Baker said that Huntington HOA monthly water bills have been \$1,000 - \$1,400 since 2002.
- The March water bill included an additional sewer charge of \$800+ for the first time.
  - o The sewer charge is based on monthly water usage and is approximately the same charge as the water bill.
  - o The Huntington water bill should have always included a sewer charge, but didn't for some reason.
- The option of using reclaimed water probably wouldn't work as St. Petersburg doesn't update this system often due to the associated charges.
- Roger Ross suggested putting Huntington water used for irrigation on a separate meter from that of residents' personal use since there isn't a sewer charge associated with irrigation water usage.
  - o Roger will confirm that there isn't a sewer charge associated with irrigation water usage and the cost of a meter.
- The consensus of the board members was that the Huntington HOA probably won't be back-charged for past sewer usage.
  - o Roger said that back billing is not usually done for more than 3 years.
  - o It would be very difficult to determine individual unit charges for past sewer bills.
- Huntington HOA water bills are addressed to Hyde Park Builders who paid the initial deposit of \$1,103.
- A topic for future board member discussion would be digging a well to use for Huntington irrigation.
- Eight months of an increased water bill will probably amount to approximately \$10,000 that was not included in the 2013 budget.
  - o The 2013 \$15 monthly unit monthly charge increase will be used to pay the water bill and not deposited in the Huntington HOA reserve account.

- o Increasing Huntington HOA reserves can wait until 2014.

- Tim will send out email to unit owners explaining the water bill increase.
- On 3/14/2013, Huntington watering will be once instead of twice a week.

- o There is a penalty charge by the city of St. Petersburg of \$192 for not following the watering restrictions. This penalty would be paid by the individual unit owner not following the restrictions.

### **Landscape Committee Report**

Dave Egbert reported that:

- Dan from the Flatwoods landscaping company will do some courtyard planting updates.
- A William's sprinkler company employee will check that sprinklers are working correctly.
- At the end of the month,
  - o Huntington palms will be trimmed.
  - o 4th Avenue oak tress will be trimmed on the Huntington side.
- He will obtain a price from the Huntington tree maintenance company for removing the trees taller than 5 feet in the unit #14 yard and talk to Marlys Meckler about the tree in her unit #17 front patio.
- Joe Maka and Dan from Flatwoods landscaping company will discuss what to do for the unit #18 yard.

### **Other Discussion**

- Tim is updating the Huntington HOA website that he designs and maintains.
  - o This website is used primarily by owners and realtors.
  - o The original Huntington site plan is on the website.
- The Huntington dumpster closest to 3rd Street has been removed by the city in preparation for repairing the Huntington wall near the dumpster.

### **Adjourn**

Meeting was adjourned by President John McElroy at 6:45 PM.

*Respectively Submitted:*

*Quay Peters*

*Secretary*

### ▼ **February 23**

- **Meeting was called to order** by President John McElroy at 12:10 PM.

**A quorum was present.**

**Board Members present:** John McElroy, Tim Baker, Dave Egbert, Lisa Palmer, and Quay Peters.

### **Election of Officers**

Officer nominations were John McElroy as President, Roger Ross as Vice President, Tim Baker as Treasurer, and Quay Peters as Secretary. All present were in favor of the nominations.

### **Other Business**

Dave Egbert will take on the pool project next month:

pressure cleaning the furniture and pool deck

replacing or repairing the furniture and grill

The major work that would be accomplished in the fourth quarter after the pump issue is resolved.

Dave will resolve pool filter issues if Howard Miller doesn't.

Tom Gaughan will contact the Huntington HOA lawyer for a procedure to follow when unit owners don't comply with tree height regulations.

Each unit courtyard should be reviewed for tree height compliance.

The unit #24 palm was planted before the regulations were created.

### **Adjourn**

Meeting was adjourned by President John McElroy at 12:45 PM.

*Respectively Submitted:*

*Quay Peters*

*Secretary*

## ▼ 2012

### ▼ November 29

- I. Call to order and establishment of a quorum

Board Members Present: John McElroy (#26), Martha Ann Haile (#22), Tim Baker (#16), Howard Miller (#25), Quay Peters (#19).

Residents Present: None

The meeting was called to order by President John McElroy at 7:31 PM. A quorum was present.

#### II. Minutes 9/9/12 Board of Directors' meeting

Tim Baker motioned that the minutes be approved as sent. Barbara Cronin seconded the motion.

#### III. Committee Reports

##### **a. Budget Committee**

Treasurer Tim Baker presented Huntington expenses to date and the proposed 2013 budget.

Tim Baker stated the following

Landscaping

Landscaping is on budget for 2012 and is projected to be the same for 2013.

Other

\$800 for gutters was added under the "Other" category.

The current balance of Huntington self-insurance is about \$15,000.

Professional Fees are down. We haven't gotten the completed roof report so payment for the report hasn't been made.

He will request the roof report from the consultant. We have already paid for the aerial photo with roofing square footage that is part of the report.

The 2012 Repair budget was inadequate due to unit termite repairs.

End unit repairs surrounding chimneys have now been done for all end units.

2 per year were done prior to 2012. 6 were done in 2012. The average cost per unit is \$2,000.

Anticipated mailbox repairs are for a tilting mailbox and a package lock.

Reserves

The 2012 Reserve is now \$101,094 projected to be \$76,094 by the end of the year after deposits and pool and wall expenses are paid.

A 4 year unit surcharge of \$30 per unit is needed to cover the deficit of \$34,845. This surcharge will bring monthly unit fees to \$315.

Projected Yearly Expenses

Gate Operators and Entry Phone.

The dirty keypad could be replaced when any major work needs to be done to it. A number of parts such as the motherboard, batteries, plexiglass cover, and bulbs have been replaced. The outside surface could be cleaned with a Magic Eraser which does a good job cleaning stainless steel.

2014: \$6534 for new pool furniture and the gas grill.

Restrunging the current furniture is cheaper than buying new furniture.

The grill is not used a lot, and is working well.

Howard Miller moved to adopt the 2013 budget. Barbara Cronin seconded the motion. The motion passed.

##### **b. Landscape Committee**

All units should be checked for adequate landscaping in early 2013.

### **c. Other Committees**

#### IV. Old Business

##### **a. Completion of wall repair next to unit 24**

President John McElroy reported that

He went with our selected contractor to the city zoning group to obtain a permit for the Huntington unit 24 wall repair. The group didn't accept the application and wants a site plan or a survey of the entire Huntington site. He then went to the city archive/records for related information that will take 5-7 days to obtain. If this information isn't sufficient, a new site survey might be required.

Southern Pride Concrete Works is the selected contractor who will tear down and rebuild the necessary portion of the wall for about \$15,000. Stucco, painting, and fence repair will still need to be done.

Once the city gives approval for the permit, it will probably take 2 weeks for the wall repair.

It may be necessary to rent a fence to secure around the wall area during repairs.

Notice will be sent to unit owners/renters when the fence is about to be pulled down.

#### V. Miscellaneous

Tim Baker/ John McElroy/ Dave Egbert will get an estimate for power washing all Huntington units.

Barbara Cronin will donate a teak platform for under the pool shower.

\$25 holiday gift cards will be given to the 6 lawn care personnel.

Huntington covenants state that unit owners who rent their units must require a minimum 1 year lease.

Barbara Cronin's new phone number is 727-282-2986. Call her to report rats around the Huntington.

#### VI. Adjourn

President John McElroy adjourned the meeting at 8:30 PM.

Respectfully submitted:

Quay Peters

Secretary

### ▼ **September 9**

#### • I. Call to order and establishment of a quorum

Board Members Present: John McElroy (#26), Martha Ann Haile (#22), Lisa Palmer (#9), Tim Baker (#16), Howard Miller (#25), Quay Peters (#19).

Residents Present: Dave Egbert (#4). The meeting was called to order by President John McElroy at 11:00 AM. A quorum was present.

#### II. Minutes 5/27/12 Board of Directors' meeting

Lisa Palmer moved that the minutes be approved as sent. Tim Baker seconded the motion.

#### III. Committee Reports

##### **a. Budget Committee**

Treasurer Tim Baker presented Huntington expenses to date relative to the 2012 budget.

Tim Baker stated the following

Expenses for 2012 have been greater than expected.

Water expenses are \$2,000 above the budgeted amount.

\$3,000 was spent on installing sprinklers in the courtyard median which was \$1,000 above the budgeted amount.

\$19,000 was spent on wood rot repairs which was \$13,500 above the budgeted amount.

Repairs are not finished.

Currently, there is no cash flow problem.

Reserves are \$101,000 with an additional \$11,000 more by the end of the year.

The unplanned amount of \$6,300 has been spent in 2012.

The shortfall will be approximately \$30,000 for 2012.

Increasing the reserves needs to be done over several years.

Gate and pool repairs can probably be pushed off until 2013.

Reserves will need to be increased \$20,000 - \$30,000 over the next 4 to 5 years.

Tim moved that the board of directors' direct the budget committee (Tim Baker, President John McElroy, and Howard Miller) to study the Huntington long term reserve plan and make recommendations for actions to increase reserves and to notify Huntington owners

of possible additions needed to bolster reserves. Martha Ann Haile seconded the motion. The motion was passed. Huntington HOA documents require casualty insurance. The Huntington is self-insured at present with \$12,000 available.. Tim will request a casualty insurance quote before creating the 2013 budget. Huntington HOA has liability insurance. \$6,000 to fix/replace pool furniture is budgeted. Lisa Palmer reported that 3 chairs need repair. She will point them out to President John McElroy. Lisa Palmer moved to accept the budget report. Martha Ann Haile seconded the motion. The motion was passed.

#### **b. Landscape Committee**

Dave Egbert reported that The dead tree near the pool was replaced, and the replacement died. The tree has been replaced by firebush and juniper. There is a drainage problem between units 7 and 8. Water overflows the gutters which would be alleviated by installing gutter shields. The Huntington plant maintenance person will look at the problem and give recommendations which might include laying river rock and unplugging the french drain by unit 8. Oak trees on 4<sup>th</sup> Avenue and 2<sup>nd</sup> Street look ill. Dave will call the St. Petersburg arborist for help. Lisa Palmer and her nephew, Tyler Jones spread mulch beside unit 11. Thank you, Lisa and Tyler! The Huntington HOA is responsible for maintaining unit courtyards in order to maintain unit property values. The landscape committee will check Huntington courtyards in 2013 to determine minimum requirements for unit courtyards. Dave fixed the gate by unit 24.

#### **c. Other Committees**

#### **IV. Old Business**

##### **a. Completion of wall repair next to unit 24**

President John McElroy reported that The drawings needed to obtain a permit to fix the wall are done at a cost of \$750. He will take the drawings to the city Wednesday or Thursday in order to get the permit. He will get bids from contractors to do the work by the end of November. Tim Baker is sending late notices to unit 24 owners because they are not paying their monthly HOA fees for 2 units. Unit 24 owners want a "yes" or "no" response that the wall will be fixed in a reasonable period of time. Unit 24 owners will be notified that the wall will be fixed in a reasonable period of time and that monthly fees must be paid or a lien will be placed on the properties. These notifications are the standard process for unpaid monthly HOA fees.

##### **b. Completion pool anti-entrapment device installation and related repairs**

President John McElroy reported that: Howard Miller requested a review from an appropriate authority of the Huntington pool situation hoping for an exception to the more expensive solution currently required, but he isn't hopeful that the exemption will be approved. Bids should be requested to do the work if the exemption isn't granted. The deadline for the pool work has been extended until the end of 2013. The pool should be resurfaced at a cost of \$12,000 - \$13,000 at the time the anti-entrapment device is installed.

#### **c. Other Committees**

#### **V. New Business**

There was no new business.

#### **VI. Additional Comments**

There were no additional comments.

#### **VII. Adjourn**

Lisa Palmer moved that the meeting be adjourned. Howard Miller seconded the motion. The motion was passed. President John McElroy adjourned the meeting at 12:07 PM.

Respectfully submitted:  
Quay Peters



## ▼ May 27

### • I. Call to order and establishment of a quorum

Board Members Present: John McElroy (#26), Martha Ann Haile (#22), Barbara Cronin (#6), Lisa Palmer (#9), Tim Baker (#16), Quay Peters (#19).

Residents Present: Dave Egbert (#4), Marlys and Milton Meckler (#17)

The meeting was called to order by President John McElroy at 11:02 AM. A quorum was present.

### II. Minutes 2/19/12 Board of Directors' meeting

Martha Ann Haile motioned that the minutes be approved as sent. Tim Baker seconded the motion.

### III. Committee Reports

#### a. Budget Committee

Treasurer Tim Baker presented Huntington expenses to date relative to the 2012 budget.

Tim stated the following

- Unit wood trim repairs relating to termite and water damage are currently at \$10,000 which is \$5,000 over the yearly budget.
  - We will need to decide from which area of the budget to pull the money for these repairs.
  - The end units need more wood trim repair than interior units.
  - Repair work is not finished.
- Water bills are up about \$200 per month over last year probably due to watering twice a week versus once a week which was the schedule last year.
  - Watering returns to once a week in June for the rainy season so the water bill will probably come down.
  - More units are occupied this year than last year which may contribute to increased water usage.
  - Marlys Meckler suggested that we ask Huntington residents to be careful of their water usage.
- Sprinkler expenses are \$3,000 which is \$2,000 over the yearly budget.
- He will request the roofing report which has not been delivered yet.
- Power washing unit exteriors will expand the life of exterior paint.
  - Construction next to the Huntington will move dust/dirt to the Huntington so it would be better to wait until construction is done to power wash units..
- Attic solar power exhaust fans cost \$300-\$400 and help to reduce cooling costs. It might make sense to consider installing these in each unit when the roofing is replaced.

Dave Egbert said that the estimate for cleaning Huntington gutters is \$800.

- Barbara Cronin moved that we have the gutters cleaned. Martha Ann Haile seconded the motion. The motion was carried.

#### b. Landscape Committee

Dave Egbert reported that

- The new plants are doing well.
- Grass was planted in the unit #17 yard.
- The landscape maintenance group is going a great job.

President John McElroy has asked the landscape maintenance group to cut out the dead plants/branches in the pool area. He will take care of having the group spread mulch as necessary to maintain attractive unit courtyards.

#### c. Other Committees

### IV. Old Business

#### a. Provide Rat Removal Information to Renters

Barbara Cronin reported that:

- Rats have been seen on the walls adjacent to 4<sup>th</sup> and 2<sup>nd</sup> Street units and in the pool area.
- If we provide a Huntington master key to the appropriate city employee, he will provide and check boxes that trap rats.
  - President John McElroy will provide a key to Barbara.
- Barbara will send email content for Tim Baker to disperse to Huntington residents on how to contact her if rats are sited near Huntington units.

Tim moved that Barbara give a key to the appropriate city employee and that Barbara authorize when and where rat traps should be placed and monitored. Lisa seconded the motion.

#### b. Wall by Unit #24

President John McElroy reported that:

- He has not finished the drawing needed to obtain a permit to fix the wall, but he hopes to finish the drawing soon.
  - Wall repairs are set at \$21,000 for 2021 in the reserve plan.
  - Wall repairs should be finished before construction starts in the empty lot next to the Huntington.
  - We may need to shift monies around in the reserve plan to pay for fixing the wall.
    - The current reserve is \$112,000.

### **c. Pool Drain/Pump Replacement**

President John McElroy reported that:

- The Florida legislature is reviewing the act that requires us to update our pool drain/pump.
- The Huntington pool doesn't currently qualify for the lower cost replacement option due to the age of the pool.
- Based on the current act, a storage tank would need to be put under the pool which would require tearing up the bottom of the pool.
- Work will probably be scheduled for next year with a hope that a lower cost option is approved by the legislature before then.
- As long as the work is scheduled by the due date, the pool won't be shut down due to noncompliance.

### **d. Other Committees**

#### **Recycling**

Lisa Palmer reported that it would be best to start recycling after we have the wall repaired by unit #24 so that we will always enough dumpsters available for Huntington trash. Lisa will post a sign near dumpsters suggesting that residents flatten boxes. She will also try to locate stickers for the dumpsters directing people to call the city for large item trash pickup.

### **V. New Business**

There was no new business.

### **VI. Additional Comments**

There were no additional comments.

### **VII. Adjourn**

Martha Ann Haile moved that the meeting be adjourned. Lisa Palmer seconded the motion. President John McElroy adjourned the meeting at 12:12 PM.

Respectfully submitted:  
Quay Peters  
Secretary

### **▼ February 19**

- Meeting was called to order by President John McElroy following the 1:30 PM adjournment of the annual meeting.

A quorum was present.

Board Members present: John McElroy, Tim Baker, Martha Ann Haile, Howard Miller, Barbara Pacheco, and Quay Peters.

#### **Election of Officers**

Howard Miller proposed John McElroy as President which was seconded by Barbara Cronin. Lisa Palmer nominated Tim Baker as Treasurer which was seconded by Howard Miller. Barbara Cronin nominated Quay Peters as Secretary which was seconded by Howard Miller. The proposed officers were approved.

#### **Adjourn**

Meeting was adjourned by President John McElroy at 1:45 PM.

Respectively Submitted:  
Quay Peters  
Secretary

### **▼ 2011**

#### **▼ November 27**

- **11 A.M. Sunday, November 27th, 2011**

## **Minutes**

### **I. Call to order and establishment of a quorum**

Board Members Present: John McElroy (#26), Martha Ann Haile (#22), Barbara Cronin (#6), Lisa Palmer (#9), Quay Peters (#19).  
Residents Present: Dave Egbert (#4)

The meeting was called to order by President John McElroy at 11:32 AM.

### **II. Minutes 6/19/11 Board of Directors' meeting**

Quay Peters read the 6/19/11 Board of Directors' meeting minutes. Lisa Palmer moved that the minutes be approved as read.

### **III. Committee Reports**

#### **a. Budget Committee**

Treasurer Tim Baker was not present at the 11/27/11 meeting but participated in a meeting on 11/30/11 with the Board Members present at the 11/27/11 meeting to discuss the Treasurer's report included below.

Tim presented the proposed 2012 budget that can be found on the Huntington web site. Tim stated the following  
2011 ends with a surplus of \$4,000.

The biggest change in the budget for 2012 is increasing the reserves as recommended by the Anderson Consulting update to the Reserve study.

This change is primarily due to the increase in roofing costs.

The projected line item for Utilities remains the same since our utility bills have been about the same for 10 years. We pay commercial versus residential rates for our utilities.

The Repair category is for minor things such as gate repair, replacing rotten wood, and fixing roof leaks. \$10,000 was budgeted for 2011 and \$7,000 was spent. This included removing the lint from unit dryers. This activity won't take place in 2012.

The \$15,000 projected wall repair isn't part of the Reserves, but can be taken from various budget categories.

We may not have to spend the projected \$15,000 to bring the pool into compliance as a less expensive option is now possible.

\$5,800 was spent on the gate operators so the gates are in good shape.

Mailboxes are projected for replacement in 2013.

The Landscape budget is not changing much.

\$6,000 has been spent to date on maintaining the courtyard ficus tree.

Painting is scheduled for 2014.

Self Insurance is currently \$12,000 - \$13,000.

Replacement of roofs is projected for \$153,000 in 2018.

A forensic architect is working on a study and plan of the Huntington roofs.

Tim recommends a monthly per unit increase of \$10 to cover the increase in Reserves.

President John McElroy moved to set the monthly per unit fee of \$285 for 2012. Barbara Cronin seconded the motion. The motion was passed.

#### **b. Landscape Committee**

Dave Egbert reported that

Drought tolerant plants have been planted in the central courtyard island, the area leading up to the pool gate, and the east side of the pool. 95% of the plants have acclimated.

Sod was replaced in the lawn areas for units 14, and 24. Sod for unit 18 is outstanding until further notification from the Makas.

Sod at unit 24 is doing well. Sod at unit 14 died.

The owner of unit 14 will be responsible for any further planting of sod in that yard.

Willow Tree, our landscaping company, will do clean up and cutting back of bushes during the winter months.

Dave will put together a list of landscape related costs for 2012.

Courtyard Ficus Tree

Dave will obtain a cost for taking down the courtyard ficus tree, grinding out the stump, replacing the tree, and repairing the curbing around the tree after the work is done.

The Board has a fiduciary responsibility to make sure that funds for removing the tree (when the decision to do so is made) are available without making a special assessment.

President John McElroy reported that

The owner of unit 11 brought up the issue of the lack of plants between the front of her unit and adjoining unit 12 as well as missing bushes on the 4<sup>th</sup> Avenue side of Huntington.

A similar situation exists between other adjoining end units on the 4<sup>th</sup> Avenue side of Huntington.

Application of mulch would make these areas more attractive. The association will mulch to a certain extent. If any individual wants to add mulch to their own courtyard, they may do so. The association would expect somebody to do their own mulch when they re-landscape.

Bushes were replaced on the 4<sup>th</sup> Avenue side of Huntington. These bushes died and were removed.

Howard Miller, unit 25, indicated that some of the Confederate Jasmine on his back gate has died.

Willow Tree will remove the dead jasmine and replace it next year.

#### **c. Other Committees**

## IV. Old Business

### a. Pool

President John McElroy presented 3 letters from the Florida Department of Health referencing deficiencies and options for addressing the requirement for installing an anti-entrapment/anti-evisceration device or system for the Huntington pool. These three letters are included as part of the minutes.

3/24/11 Letter

Contains a list of deficiencies for the Huntington Townhomes swimming pool.

Requests 6 engineering drawings, an application, and a fee by 5/25/11.

9/27/11 Letter

Notes the lack of an anti-entrapment/anti-evisceration device or system in the Huntington Townhomes swimming pool.

Mentions a new Florida law that gives 3 options for an anti-entrapment/anti-evisceration device or system.

gravity drainage system using a collector tank

safety vacuum release system

suction limiting vent with a tamper-resistant atmospheric opening or an automatic pump shut-off device

Our pool pump is 1 HP so doesn't have enough suction to require the most expensive solution which is the gravity drainage system using a collector tank.

10/18/11 Letter

Requests 6 engineering drawings, an application, and a fee by 12/31/11.

### b. Wall Repair

President John McElroy will do the drawings required to move forward with the wall repair for unit 24 by the end of 2011.

### c. Recycling

Barbara Cronin called the city to obtain the price of our current trash service for our 4 garbage bins so that we can determine the cost of using one bin for recycling.

Previously the Board of Directors decided that the wall by unit 24 would need to be repaired before beginning recycling for the Huntington.

The current state of the wall makes it difficult to use the trash bin closest to 3<sup>rd</sup> Street North.

The wall on the other side of the gate near the trash bin is beginning to crack.

The drawings (noted under b. Wall Repair) are required to apply for a permit to start work on the wall repair.

Repair cost for the wall should be around \$12,000 for one side of the wall.

Barbara Cronin suggested that we remove the trash bin gate from the trash bin enclosure attached to the unit 24 wall as it is beginning to bend.

### c. Townhouse Units

Rotting wood needs to be replaced on units 1 and 10.

The roof for unit 26 was repaired.

The Anderson Consulting study provided aerial photographs with calculations of roof surfaces that can be used at the time bids are requested to replace all roofs.

## V. New Business

### a. Garage Doors

Howard Miller reported the issue of garage doors that remain open when the garage is not actively being used.

Howard provided the section of the bylaws that requires doors to be closed when not in use.

This issue will be brought up at the annual Huntington HOA meeting.

### b. Cell Phone Numbers of Renters

It would be useful to have a listing of renter cell phone numbers.

### c. Christmas Bows

Barbara Cronin purchased 36 large red bows with bells that can be placed on gates of townhouses facing the street.

Barbara will send an email including a picture of a bow indicating that the bows will be placed on the gates of townhouses facing the street unless the resident has other plans.

Lisa Palmer approved the purchase of the bows and sending of the email. Martha Ann Haile seconded the motion. The motion was approved.

## VI. Additional Comments

A Board of Directors meeting will be held on November 30<sup>th</sup> at 3:30 PM to review the Treasurer's report.

## VII. Adjourn

President John McElroy moved that the meeting be adjourned. Quay Peters seconded the motion. President John McElroy adjourned the meeting at 12:43 PM.

Respectfully submitted:  
Quay Peters  
Secretary

### ▼ February 27

- **Meeting was called to order** by President John McElroy following the 10:40 AM adjournment of the annual meeting.

**A quorum was present.**

**Board Members present:** John McElroy, Tim Baker, Martha Ann Haile, Howard Miller, Barbara Pacheco, and Quay Peters.

#### **Election of Officers**

Barbara Pacheco proposed John McElroy as President which was seconded by Martha Ann Haile. Tim Baker nominated Quay Peters as Secretary which was seconded by Martha Ann Haile. Tim Baker nominated Lisa Palmer as Vice President which was seconded by Howard Miller. Barbara Pacheco nominated Tim Baker as Treasurer which was seconded by Howard Miller. The proposed officers were approved.

#### **Community Recycling**

The Board will decide whether or not to begin recycling for the Huntington community.

#### **Dryer Vent Cleaning**

Huntington unit dryer vent cleaning needs to be done.

- The company doing the cleaning needs inside and roof access to units.
  - o Captains for groups of units would solicit keys from residents, allow the cleaners access to the units, and oversee the vent cleaning.
- The cleaning company will replace defective dryer hoses if the unit owner pays for the hose.
- It would be nice to have a social event after the vents are cleaned as we did last time.
- President John McElroy approved Barbara Pacheco to make arrangements for Huntington unit dryer vent cleaning.

#### **Adjourn**

Meeting was adjourned by President John McElroy at 10:54 AM.

Respectively Submitted:  
Quay Peters  
Secretary

### ▼ June 19

- I. Call to order and establishment of a quorum

Board Members Present: John McElroy (#26), Tim Baker (#16), Martha Ann Haile (#22), Barbara Cronin (#6), Harold Miller (#25), Quay Peters (#19).

Residents Present: Dave Egbert (#4)

The meeting was called to order by President John McElroy at 11:04 AM.

#### II. Minutes 2/27/11 Board of Directors' meeting

Tim Baker moved that the 2/27/11 Board of Directors' meeting minutes be approved as sent. Martha Ann Haile seconded the motion. The motion was passed.

#### III. Committee Reports

##### **a. Budget Committee**

Treasurer Tim Baker provided 2 documents for review, "Budget: Huntington 2011, 01/01/2011 – 12/31/2011" and "Executive Summary – HOA" (an updated HOA Reserve Analysis done by Armstrong Consulting).

June budget figures from "Budget: Huntington 2011, 01/01/2011 – 12/31/2011"

Expenses of \$89,100 were projected for the year and \$42,160 has been spent at 6+ months.

Repairs are \$5,609.76 spent of \$10,185.98 budgeted.

Insurance expenses of \$2,867.49 are slightly over budget of \$2,500 due to our new carrier requiring additional money since the HOA

is responsible for some maintenance on Huntington units.

Water use is \$7,910.96 of \$16,000 budgeted.

Money for budgeted Reserves is on hand though not in the Reserve category on the report.

The reserve study update expense will be moved from the Repair to the Professional Services category.

Barbara Cronin moved that the budget be accepted as presented. Howard Miller seconded the motion. The motion was passed.

"Executive Summary – HOA" (Updated HOA Reserve Analysis done by Armstrong Consulting).

Tim will post this report to the Huntington website.

Tim proposed that a workshop be scheduled to discuss this report and to create a proposal relative to the report for the budget meeting in November.

The study proposed an increase in the Reserve category that would result in a per unit dues increase of approximately \$15 per month increasing the yearly base by \$5,000.

#### Unit Roofs

Armstrong used industry standards for the Roof section of the report.

Tim will get the name and cost for a forensic building analyst to look at unit roofs in order to determine if it would make sense to begin replacing roofs before the projected 2018 replacement date.

#### Pool

Updated county pool standards require certain pool related updates by mid 2013.

A below surface tank must be placed between the pool drain and the pump which will necessitate tearing up the pool and the grounds in between.

Pool will need to be resurfaced.

Pool ladder must be made code compliant.

President John McElroy will sign a contract for the required code updates with our current pool maintenance company.

Barbara Cronin will contact the company and obtain the contract.

It is expected that work associated with the code updates for our pool will not happen immediately as all pools in the county must be brought to code which will stress the companies available to do the work.

#### Tiles

We will look into the possibility of replacing missing pool tiles prior to the work required for county code compliance.

Dave Egbert will give updates via email about replacing the missing tiles.

### **b. Landscape Committee**

Dave Egbert presented a project that includes planting of drought tolerant plants in the central courtyard island, the area leading up to the pool gate, and the east side of the pool as well as replacement of the lawn areas for units 14, 18, and 24.

#### Drought Tolerant Plant Project

Reports for related work were obtained from a landscape designer, the Flatwoods landscaping company, and the Twigs and Leaves company.

Flatwoods landscaping company with a cost of \$4,030 was chosen.

Half the work will be done in 2011 and half in 2012.

Dave will schedule planting of drought tolerant plants in the central courtyard island and in the area leading up to the pool gate.

#### Units 14, 18, and 24 Yards

Expenses for work on these yards will be done out of the Repair budget.

Sod will be put in yards for units 14 and 24 but not unit 18 as the Makas prefer that the yard for unit 18 not be sodded at this time.

Irrigation for these units will need to be increased after the sod is laid.

Dave will schedule the sod work for units 14 and 24.

Tim Baker moved that we authorize the described landscaping work to proceed. Howard Miller seconded the motion. The motion was passed.

#### Courtyard Ficus Tree

Dave will obtain a cost for taking down the courtyard ficus tree, grinding out the stump, replacing the tree, and repairing the curbing around the tree after the work is done.

### **c. Other Committees**

## **IV. Old Business**

### **a. Wall Repair**

President John McElroy will do the drawings required to move forward with the wall repair for unit 24.

### **b. Recycling**

Barbara Cronin will call the city to get the price of our current trash service for our 4 garbage bins so that we can determine the cost of using one bin for recycling.

## **V. New Business**

### **a. Lights**

3 Huntington pole lights are not working.

Barbara Cronin will meet with the maintenance man to make sure the lights are fixed.

### **b. Bumblebees in Pool Area**

There is a hive on the tree in the yard adjoining the pool area.

John will call a contact in the building where the tree is located to ask that the hive be removed.

**c. Mosquitoes**

The Huntington underground retention pipe is inspected and treated for mosquito larvae monthly.

**d. Pool Equipment**

President John McElroy bought a security strap for the pool storage chest.  
Judy Wray had one of the pool chairs repaired.

**e. Unit Related Tips**

Nature's Safeway (895-8082) offers a special price for non-toxic termite treatment of Huntington units.  
Grout Busters (230-0384, HYPERLINK "[www.groutbusters.com](http://www.groutbusters.com)" [www.groutbusters.com](http://www.groutbusters.com)) cleans and seals grout.  
Barbara Cronin recommends using a plastic end cap for downspouts that unrolls to release water flowing through the downspout and rolls up when there is none.

**VI. Additional Comments**

**VII. Adjourn**

President John McElroy moved that the meeting be adjourned. Quay Peters seconded the motion. President John McElroy adjourned the meeting at 12:43 PM.

Respectfully submitted:  
Quay Peters  
Secretary

▼ **2010**

▼ **November 28**

- Call to order and establishment of a quorum

Board Members Present: John McElroy (#26), Tim Baker (#16), Martha Ann Haile (#22), Barbara Pacheco (#6), Quay Peters (#19).

Residents Present: Marlys and Milt Meckler (#17)

The meeting was called to order by President John McElroy at 11:09 AM.

**II. Minutes from 8/29/10 Board of Directors' meeting**

Secretary Quay Peters read the 8/29/10 Board of Directors' meeting minutes.

**III. Committee Reports**

**a. Budget Committee**

Proposed Budget

Costs are going down overall.

Repairs are a bit more than projected due to replacement of rotted wood and front gate wheels.  
80% of the wood replacement has been done.

A few items are raised in the 2011 budget.

Professional fees include the Armstrong reserve study update.

The original plan with projected reserves and repairs was done in 2004 and covers 20 years.

Roofs may need to be replaced before the projected replacement date of 2018.

White roofs would save on energy costs.

Metal roofs are expensive but last much longer.

We will ask Armstrong to look at white metal roof replacement.

Painting of units is schedule for 2012, but could probably wait.

Touch-up painting could be done in the interim.

Replacement of the pool area patio furniture and grill is scheduled for 2014, but has already been done.

The irrigation system is scheduled for replacement in 2013.

Some sections have been replaced over time.

Reserves are about 20 percent of the budget.

From 2008 to 2010, no money has been taken from the reserves.

Possible long term projects might be:

Replacing the greenery between the sidewalk and street on 3rd and 2nd streets and 4th avenue with some type of ground cover.

Putting in a well for irrigation to replace city water.

Repair costs went up the amount that landscaping went down.

#### **b. Landscape Committee**

The landscape committee will look at planting some type of ground cover in the courtyard that will require very little water as the ficus and crepe myrtle trees use most of the water in that area.

#### **c. Other Committees**

### **IV. Old Business**

#### **a. Wall Repair**

Repairing the wall by the Sproat unit would be a legitimate reserve expense and will probably be around \$12,000.

John McElroy is working with the city permit department to get a permit for the tear down and repair of part of the wall.

He is doing the drawings which are 50% done. Once the drawings are done, he will obtain a city permit and get bids for repair in 2011.

#### **b. Pool**

The new pool inspection agency gave recommendations relating to the pool.

John McElroy and Wood Sproat installed a pool shower.

Signage was updated to indicate that pool hours are from dawn to dusk.

For the pool to be open after dark would require proper illumination certification.

### **V. New Business**

#### **a. Update of reserve study**

Peters moved that we update the Armstrong reserve study within 120 days. Barbara Pacheco seconded the motion. The motion was passed.

#### **b. Courtyard Ficus tree**

The tree has been trimmed and should be given nutrients to strengthen it.

Money for the nutrient application was included in the landscaping budget.

The tree should be trimmed routinely.

The landscape committee will get an estimate for possibly taking down the tree.

Removing the roots would be a problem due to power and water lines.

#### **c. Unit Dryer Vent Cleaning**

Barbara Pacheco will manage having all unit dryer vents cleaned in January. Vent cleaning for all units is required as blocked vents are a fire hazard. All unit vent cleaning has been done twice in 10 years.

#### **d. Gift Cards**

Barbara Pacheco moved that we give \$25 gift cards to our lawn and pool workers up to \$200. Martha Haile seconded the motion. The



motion was passed.

John McElroy will confirm the number of cards needed.

The cost will be taken from the social budget.

**e. Unit Related Tips**

Magic erasure cleans grout and white kitchen and bathroom tile floors.

Grout Busters (230-0384, HYPERLINK "[www.groutbusters.com](http://www.groutbusters.com)" [www.groutbusters.com](http://www.groutbusters.com)) cleans and seals grout.

Barbara Pacheco recommends the following man who has done tile work for her, Barry Webb 657-5259.

**VI. Additional Comments**

**VII. Adjourn**

Martha Haile moved that the meeting be adjourned. Quay Peters seconded the motion. President John McElroy adjourned the meeting at 12:20 PM.

▼ **August 29**

• **I. Call to order and establishment of a quorum**

Board Members Present: John McElroy (#26), Tim Baker (#16), Lisa Palmer (#9), Martha Ann Haile (#22), Howard Miller (#25), Quay Peters (#19).

The meeting was called to order by President John McElroy at 11:02 AM.

**II. Minutes from 3/21/10 Board of Directors' meeting**

Tim Baker moved that the minutes be accepted as printed. Lisa Palmer seconded the motion.

**III. Committee Reports**

**a. Budget Committee**

Tim Baker reported that we have spent 2/3 of our repair budget which is right on track for this time of year.

Our water bills are running \$100 under budget

The sprinkler system is in good shape.

Everything else is as projected with trimming a bit higher, but monthly landscaping less.

Our reserves are \$76,000 in CDs and money market accounts.

One CD is coming due so Tim will talk to the bank about interest rates for a new CD.

Information on Huntington HOA reserves is found at HYPERLINK "[www.huntingtonstpete.com](http://www.huntingtonstpete.com)" [www.huntingtonstpete.com](http://www.huntingtonstpete.com)

The only budget issue is the wall repair that is covered under Old Business.

Tim will post the Huntington HOA maintenance plan to the Huntington HOA website noted above.

**b. Landscape Committee**

Homeowners are generally pleased with the improvement in the Huntington landscaping.

**IV. Old Business**

**a. Wall Damage Report**

The wall next to Wood Sproat's unit is shifting which impacts his gate and the gate to the alley.

The Engineer hired for \$2,000 to take soil samples under the wall found nothing that would cause the wall to collapse.

The underlying blocks in that section of the wall are not overlapped as they should be.

The cost to lay coils under the wall and jack up the wall is \$11,000.

A bid to tear down and replace that section of the wall is \$14,500 which includes engineer-approved drawings.

John will obtain another bid, possibly do the drawings himself, and have them approved by an engineer.

**V. New Business**

**a. Lawn repair – Unit 14**

Nancy Vildibill of unit 14 has requested that her lawn be replaced with new sod.

Huntington HOA policy is to replace grass once.

This hasn't been done yet for unit 14.

Trees at this location need to be trimmed and maintained in accordance with the owner's responsibilities for pre-existing plantings over the 6' height limit.

The trees are shading the property and causing the grass to die.

The cost for the sod is \$600-\$700.

The landscape committee will talk to Nancy and discuss other possible approaches including ground cover or pavers.

Huntington HOA would contribute some portion of the cost.

Huntington HOA is responsible for maintaining the patios for all units.

Owners can choose to do their own landscaping but must meet Huntington HOA standards.

The Board should be notified of any planned patio changes.

Bricks like the existing bricks must be used.

Plants must not be taller than the height of the black wrought iron fence.

### **Exterior white trim inspection for rotted wood**

The white trim inspection for rotted wood was done for all Huntington units.  
Some rotted wood needs to be replaced immediately so that the wood underneath doesn't rot.  
The cost to replace the rotted wood was \$26,000.  
This cost is to replace the full board for any rotted boards.  
John will ask Mark Wessell to look at the rotted wood and determine how much he could replace.  
Because Mark isn't a general contractor, he may not be able to do all the board replacement.

### **c. Entry mirrors – 2nd Street**

The broken mirror will be replaced.  
Tim will get a price for replacing the mirror and see if using a shorter bracket or putting grease on the bracket would discourage vandalism of the mirrors.

### **d. Trash Bin**

Milt Meckler reported that the locked trash bin is very full and needs to be emptied.  
Tim will remove the lock to make sure that the bin is emptied when the trash truck comes.

### **Additional Comments**

#### **Adjourn**

Martha Ann Haile moved that the meeting be adjourned. Howard Miller seconded the motion. John McElroy adjourned the meeting at noon.

## **▼ March 21 Special Meeting**

- The board met in a special session to review and vote on the Huntington Landscape Report. The report is appended to the end of these minutes.

### **I. Establishment of a quorum**

Board Members Present: John McElroy (#26), Tim Baker (#16), Barbara Pacheco (#6), Lisa Palmer (#9), Quay Peters (#19)

Residents Present: Dave Egbert (#4), Wood Sproat (#24)

### **II. Landscape Report**

Members of the Landscape Committee are John McElroy, Dave Egbert, and Lisa Palmer.

Committee members are available for suggestions, comments, and complaints associated with Huntington landscaping.

John has a proposed contract from Willow Tree Nursery.

Tim moved to accept the landscape report with recommendations and to authorize the Huntington HOA President John McElroy to sign the contract with Willow Tree Nursery.

Barbara seconded the motion.

The Willow Tree Nursery contract:

will have a cost of \$1,150 per month and cover inside and outside landscaping activities.

will include a statement of services to be performed.

will include 2 different work crews.

One crew will mow and blow on one day. The second crew will work another day on shrubs, weeding, trimming trees of a certain height, and general clean-up.

The contract does not include pest control which is handled by Floridian at a lower price than proposed by Willow Tree Nursery.

The contract does not include large tree services which are provided by Bay Area Tree Service.

The Willow Tree Nursery contract will save us money on landscaping activities that can be used for other Huntington projects.

The motion to accept the landscape report with recommendations and authorizing the Huntington HOA President to sign the contract with Willow Tree Nursery was passed unanimously.

Respectfully submitted:  
Quay Peters  
Secretary

#### LANDSCAPING COMMITTEE REPORT

TO: Board of Directors, H.H.O.A.

FROM: John McElroy, Chairman of Landscaping Committee

SUBJECT: Landscape Maintenance Report w/ recommendations

DATE: March 1, 2010

This report is to update you as to the findings of the Landscape Committee appointed to review various contractors with the intention of upgrading the landscaping work here at The Huntington.

To date the committee has accomplished:

The distribution of a questionnaire to owners for feedback on their concerns and evaluation of same. The results pointed to the exterior areas, the interior courtyard and the pool area as the major concerns.

Based on the results, the preparation of a Description of Maintenance Requirements to be performed by the selected landscape contractor and distribution of same to four contractors for bidding purposes.

Review of all four bids eliminating two due to budget issues. The remaining two were interviewed by the committee with our recommendation that the Board approve the contract to Willow Tree Nursery.

The projected result should be an improvement in the overall appearance of the outside and inside of the property not to mention a marked cost reduction. This can be utilized for other association expenses.

With Board approval, the new annual contract would go into effect no later than May 1 and be in effect for one year.

I will be scheduling a board meeting to discuss this issue further and hopefully answer any questions you may have regarding landscaping maintenance.

Sincerely, John McElroy

Board President and Committee  
Chairman

#### ▼ January 30

- **Meeting was called to order** by acting President John McElroy following the 1:55 PM adjournment of the annual meeting.

**A quorum was present.**

**Board Members present:** John McElroy, Tim Baker, Martha Ann Haile, Lisa Palmer, Barbara Pacheco, and Quay Peters.

**Election of Officers:** John McElroy proposed himself as President. Barbara Pacheco nominated Tim Baker as Treasurer, and John McElroy nominated Quay Peters as Secretary. The proposed officers were approved.

#### **Landscape**

It would be a good idea to get rid of the grass bordering the Huntington on 3<sup>rd</sup> street and replace it with ground cover.  
John McElroy checked the sprinklers in that area and they are working correctly.  
John Williams, the sprinkler man, does a good job.  
It would be a good idea to determine the amount of money spent on the Ficus tree in the courtyard.  
If the tree causes damage to a unit, the Huntington HOA is responsible for the expense.  
The tree roots have been cut to minimize damage to surrounding bricks.

## **Building**

### **Roofs**

The engineer who did the initial long term reserve plan for the Huntington might be a good choice for roof inspection.  
John McElroy has his number. The engineer's initial fee was \$1,300.  
Metal roofs would save money for longevity, but are very expensive initially.

### **Dryer Vents**

Cleaning the unit dryer vents is scheduled for this year and costs approximately \$50-\$60 a unit.  
John McElroy suggested vacuuming only the area close to the dryer rather than also vacuuming from the roof vent.

## **Adjourn**

Meeting was adjourned by President John McElroy at 1:17 PM.

Respectively Submitted:

Quay Peters  
Secretary

## ▼ **January 7**

### • **I. Call to order and establishment of a quorum**

Meeting was called to order at 1:05 PM.

Board Members Present: Tim Baker (#16), John McElroy (#26), Wood Sproat (#24), Barbara Pacheco (#6)

### **II. Interim President**

Dave Egbert resigned as Huntington HOA President effective 1/1/2010.

Wood Sproat nominated John McElroy as interim President.

The nomination was seconded by Tim Baker and approved.

Term of the interim President will be end with the Annual Meeting and election of new officers.

### **III. Old Business**

#### **a. Courtyard Bricks**

John McElroy received approval to have the main courtyard bricks removed and replaced at four locations.  
The roots near the tree, Units # 8, 24 and 26.

#### **b. Proof of Homeowner Insurance**

There is an annual requirement for each homeowner to provide proof of insurance.

Tim Baker will notify homeowners.

Homeowners will be told to provide a copy of the homeowner's insurance Declaration page.

### **IV. New Business**

Realtor Signs have recently been placed on both Sides of 2<sup>nd</sup> Street entry gate.

Huntington HOA documents clearly state that signage of this nature is not permitted on common property and therefore must be placed on the individual homeowners property.

John McElroy will notify both realtors to have the signs removed as soon as possible.

The Annual Meeting is scheduled for Saturday, January 30, 2010 at 1:00 pm, poolside.

Nomination of officers will be foremost on the agenda.

Tim Baker will notify all homeowners of the meeting.

### **VI. Additional Comments**

There were no additional comments.

## VII. Adjourn

A motion was made by Wood Sproat and seconded by Barbara Pacheco to adjourn the meeting. The meeting was adjourned.

Respectfully submitted:  
Quay Peters  
Secretary

- 
- 

### ▼ 2009

#### ▼ November 14

##### • I. Call to order and establishment of a quorum

Meeting was called to order by President Dave Egbert at 10:45 AM.

Board Members Present: Dave Egbert (#4), Tim Baker (#16), John McElroy (#26), Wood Sproat (#24), Barbara Pacheco (#6), Quay Peters (#19)

Residents Present: Milt and Marlys Meckler (#17)

##### II. Minutes from 9/19/09 Board of Directors' meeting

Dave moved to accept the 9/19/2009 Board of Directors' minutes. Wood seconded the motion. The motion was approved.

##### III. Committee Reports

###### a. Budget Committee

Treasurer Tim Baker reported the following:

The 2009 budget looks as though it will be within \$100-\$200 either over or under what was budgeted.

Unexpected expenses were the roof leaks on 3 different units.

The roofer is seeing problems with nails pulling away from the underlying roof surface.

Based on projections, the roofs are expected to be replaced in 2018.

A roof inspector should be hired as part of the 2010 budget.

The outside wall near the Sproat unit is shifting.

The estimate for jacking up the wall is \$11,000.

The alley sewer and the lateral sewer located near that wall need to be inspected to determine if there are problems with the sewers that are causing the wall to shift and crack.

The alley sewer would be the responsibility of the city and the lateral sewer is the responsibility of Huntington HOA.

We have a proposal for \$3,100 to inspect the sewer.

The city might be willing to inspect the alley sewer to determine if it is damaged.

Wood moved to have Dave call the city to see if they would do a video inspection of the alley sewer, and if not to hire an engineer to do the inspection and present a solution to the problem.

Barbara seconded the motion. The motion was approved.

Dave moved that the treasurer have the authority to find money for the inspection in cash flow.

Barbara seconded the motion. The motion was approved.

Milt mentioned that he believes the concrete areas near the wall in the alley may have been put there to reinforce the walls and that the damage to the sewers may have been caused by large garbage or other trucks driving through the alley.

###### b. Landscape Committee

Dave reported the following:

The growing season has been longer than normal due to warmer weather.

Marlys and Wood expressed dissatisfaction with the overall condition of the landscaping and cleanup being done by the current groups responsible for these jobs.

Wood said that more money should be spent in these areas.

Wood made a motion for John to get 3 bids from yard maintenance companies in order to get the Huntington looking as it should.

John seconded the motion. John will write a proposal for the proposed work and get the bids.

The proposal should include specifications relative to spraying, tree trimming, mowing and blowing, weeding, trimming shrubs and bushes, and maintenance of plants (except those planted by owners) in individual unit courtyards.

Tim called the question on getting the bids.

The motion was approved.

There is a large Ficus tree in Woods back yard that is undermining the outer wall and patio.

Dave will have the person who cares for Huntington trees look at the tree and if needed, give an estimate for removing the tree.

### **c. Other Committees**

Social Committee:

Barbara has organized a gathering on Sunday, 11/15, at 4 PM in the pool area.

Soda, beer, wine, "brats", hot dogs, and hamburgers will be provided.

Side dishes and deserts will be supplied by residents.

Grill burners are failing and can possibly be replaced.

Lola provided a new grill cover.

## **IV. Old Business**

### **Historical Plaques**

The plaques are not finished yet.

Milt will get in touch with the person making the plaques.

Milt said that the Preservation Society would like to participate when we hang the plaques.

Barbara suggested leaving Huntington outside unit lights on when there is an evening event in St. Petersburg to show the Huntington to best advantage.

### **b. Wall Damage Report**

Discussion on this topic was covered under the Budget Committee section.

### **c. Courtyard Bricks**

John has requested bids on the needed work to level the bricks by the courtyard Ficus tree and near units 8, 24, and 26.

No work will be scheduled to fix the bricks until we know what will be needed to fix the wall beside Wood's unit since it may be cheaper to have all brick work done at the same time.

## **V. New Business**

2010 Budget:

Money for repairs is increased.

Removing lint from dryer vents is included.

The proposed budget has a \$20 increase in monthly dues.

Wood questioned the amounts for landscaping and repairs as being too low.

Repairs are done out of the operating budget and reserve funds.

Since we don't know the cost of repairing the wall, there may need to be a special assessment or the money could be taken out of the reserve fund.

Wall repair is a legitimate reserve expense.

There is currently \$63,000 in the reserve fund.

Roof and wall repairs are projected for 2018.

Painting is projected for 2013 and 2020.

Dave moved that the monthly dues be raised to \$270 per month including an additional \$5 for landscaping.

Barbara seconded the motion. The motion was not approved.

John moved that the monthly dues be raised to \$275 per month including an additional \$10 for landscaping.

Barbara seconded the motion. The motion was approved.

For the record, Wood voted "nay".

Tim moved to have the roofs inspected by an expert that is not in the roofing business.

Wood seconded the motion. The motion was approved.

Tim said that it isn't yet clear what is causing the problem with the gate keypad.

The mother board for the gate keypad was replaced August 2008.

## **VI. Additional Comments**

There were no additional comments.

## **VII. Adjourn**

A motion was made by President Dave Egbert to adjourn the meeting. The meeting was adjourned at 12:45 PM.

Respectfully submitted:

Quay Peters

Secretary

## ▼ **September 19**

- I. Call to order and establishment of a quorum

Meeting was called to order by President Dave Egbert at 10:45 AM.

Board Members Present: Dave Egbert (#4), Nancy Vildibill (#14), Tim Baker (#16), John McElroy (#26), Quay Peters (#19)

### **II. Minutes from 5/2/09 Board of Directors' meeting**

Dave moved to accept the 5/2/2009 Board of Directors' minutes. John seconded the motion. The motion was approved.

### **III. Committee Reports**

#### **a. Budget Committee**

Treasurer Tim Baker reported the following:

Two roof leaks were reported recently – units 11 and 18. The leaks are around the chimney flashing and cost \$800-\$900 to fix. This is a repeated problem for Huntington townhouses, and there have been 5-6 such leaks in the past. Perhaps this should be factored into the 2010 budget.

Dave, John, and Wood Sproat will do the annual visual inspection of the exterior of each townhouse at the end of October/ beginning of November keeping a list of needed repairs.

Nancy reported that vines are growing up the side of her house, and when the HOA hired gardener (James) removes them, there are pits and discoloration in the Hardie board. The pitted areas should be painted.

Overall repairs are presently within the 2009 budget, but 2 more bills are expected next week.

Repairing courtyard bricks should be included in the 2010 budget.

More has been spent on plants and mulch than expected but less than budgeted for tree care.

#### **b. Landscape Committee**

Dave reported the following:

Huntington plants are growing and healthy.

After the next 30 days, James will be able to spend less time cutting back the Confederate Jasmine and more time on other projects.

Nancy brought up the issue of uneven hedges and jasmine and sidewalks with plants growing over the edges. Dave noted that historically cutting back Huntington plants too frequently damages the health of the plants. The general consensus of those present was that the plants and hedges didn't look unsightly.

Tim reported high weeds on both sides of the front gate. Dave will look at these.

#### **c. Other Committees**

There were no reports from other committees.

## **IV. Old Business**

### **Historical Plaques**

Tim wrote a check for \$1600 (half of the total fee) to start work on the plaques. They should be ready by the end of October/ first part of November.

The Huntington Board will need to decide how to mount the plaques.

A suggestion was made to have a celebration when the plaques are mounted outside the front gate.

### **b. Pool Report**

John reported that everything has been completed to bring the pool area to code requirements for 2009 except for adjusting the pool gate to shut automatically. He will make the adjustment to the gate. Updated signage indicates that swimming is only from dawn to dusk.

Tim will provide information to John of pool-related code requirements for 2010.

Eventually the pool tank will need to be enclosed for a cost of more than \$6,000.

### **c. Courtyard Bricks**

Bricks near the Ficus tree in the courtyard will need to be removed, the area leveled which involves trimming the top of the root causing the bricks to rise, and the bricks replaced. Other Huntington public areas where the bricks are also rising need to be repaired.

John will get an estimate for the needed work which should be included in the 2010 budget. There are plenty of replacement bricks available.

The Huntington HOA is responsible for any accidents caused by uneven bricks in the public areas. The Huntington HOA has liability insurance. Cones will be placed in the uneven areas near the Ficus tree to alert people to avoid the uneven areas.

### **V. New Business**

There was no new business.

### **VI. Additional Comments**

There were no additional comments.

### **VII. Adjourn**

A motion was made by President Dave Egbert to adjourn the meeting. The meeting was adjourned at 11:15 AM.

*Respectfully submitted:*

*Quay Peters*

*Secretary*

## **▼ May 2**

### **• I. Call to order and establishment of a quorum**

Meeting was called to order by President Dave Egbert at 10:30 AM.

Board Members Present: Dave Egbert (#4), Nancy Vildibill (#14), Tim Baker (#16), Barbara Pacheco (#6), John McElroy (#26), Quay Peters (#19)

Homeowners Present: Lola Walker (#21), Marlys and Milt Meckler (#17)

Guest Present: Bob Hays

### **II. Minutes from 2/7/09 Board of Directors' meeting**

Nancy Vildibill moved to accept the 2/7/2009 Board of Directors' minutes. Tim Baker seconded the motion. The motion was approved.

### **III. Committee Reports**

#### **a. Budget Committee**

Treasurer Tim Baker reported the following:

The only abnormal expense was \$900 to repair the flashing around the chimney on the Maka residence to stop leaking. This is a repeated problem for Huntington townhouses. Huntington HOA is responsible for exterior repairs and the homeowner for interior repairs.

All homeowners are paying on time.

Water bills are lower due to watering once instead of twice a week.

Grass within the Huntington is being replaced by creeping jasmine in some places. Tim Baker suggested replacing the grass bordering the Huntington on 3rd Street with the creeping jasmine, getting an estimate for the project this year, and adding it to the 2010 budget. Dave will get an estimate from James who takes care of Huntington greenery for this. It might also make sense to replace the grass with creeping jasmine on the Huntington 4th Avenue side which might be done through the city who owns the associated property.

#### **b. Landscape Committee**

Dave Egbert reported the following:

James will replace the Maka's grass with creeping jasmine. Then only Nancy Vildibill's and Wood Sproat's yards will still have grass.

Abbott is mowing and blowing each week and doing a good job.

Viburnum in the center courtyard strip is not doing well. This will be cut back, and if it doesn't grow well as a result, new



plants will be planted next year.

### **c. Other Committees**

Dave Egbert:

Thanked Joe Cronin and Barbara Pacheco for cleaning the pool weekly. Someone else will need to pick up the job as they are leaving soon and not returning until October.

Requested a volunteer to replace the grill cover. Lola Walker volunteered.

Requested a volunteer to fix one lawn chair with a damaged seat. John McElroy volunteered.

Thanked Bill Moriarty for contacting the city to repair the surface of the alley. The city spent several days laying brick and removing a tree on the edge of the alley.

John McElroy:

Gave a report about the Huntington pool. The health department came out and created a report. The report indicated that if we resurface the pool, we would have to fix all of the deficiencies noted in the report. If we don't resurface the pool, \$300 would need to be spent for a new sign indicating pool hours of "dawn to dusk" and fixing the vacuum breaker over the pool drain on the bottom of the pool. John will have the \$300 work done.

The cost would be \$6,000 to re-marcite the pool surface and \$9,000 to resurface with fiberglass.

Milt Meckler:

Reported on research of a solar collection system for pool lighting. This will probably be expensive. The project was dropped.

Will get a proposal for heating the pool with a solar collection system.

### **IV. Old Business**

Meckler report on historic landmark plaque

The Meckler's worked with Rob Hays, a fellow member of the St. Petersburg Preservation Society, to create the design for a plaque to be placed at the outside entrance to the Huntington.

April 30th, 2004 the St. Petersburg downtown district was included in the national historic register. This district includes about 300 buildings.

Bob designed the plaque for this occurrence.

The plaque design includes a copy of a Huntington brochure showing a picture of the historic Huntington with the following copy:

LOCATED ON THIS SITE

1890's – 1996

MANY OF ST. PETERSBURG'S

BIGGEST SOCIAL EVENTS IN THE 1920's

WERE HELD HERE

PRIME LOCATION

ELEGANT DINING ROOM

LUXURIANT GARDENS

BUILT BY CHARLES S. HUNT

The plaque would be made of cast bronze with bronze lettering and an Alumnicolor picture of the cover of the brochure. The proposed size is 12" X 20" for a price of \$1,655.

Discussion took place on:

Whether or not to have only one sign or one for each of the entrance pillars.

Extending the size to include the address on the bottom of the plaque and removing the existing signs.

Not extending the size but putting a separate plaque or brass letters with "350" for the address.

Dave Egbert moved to make 2 plaques as proposed by the Meckler's and 2 separate plaques with "350" for a cost not to exceed \$3,500. Barbara Pacheco seconded the motion.

Tim Baker amended the motion to have one plaque on each entrance pillar, make the plaques larger, and include "350" at the bottom of each plaque. John McElroy seconded the amendment.

The original motion was voted on and passed as amended.

Rob Hays will determine what size the “350” address needs to be and determine a final size and cost for the plaques. The cost to professionally scan the brochure and to hang the plaques will be separate costs.

#### **V. New Business**

There was no new business.

#### **VI. Additional Comments**

There were no additional comments.

#### **VII. Adjourn**

A motion was made by President Dave Egbert to adjourn the meeting, and seconded by John McElroy. The meeting was adjourned at 11:30 AM.

Respectfully submitted:  
Quay Peters  
Secretary

### ▼ **February 7**

- Meeting was called to order by President David Egbert following the 11:21 AM adjournment of the annual meeting.

A quorum was present.

**Board Members present:** Dave Egbert, Tim Baker, Wood Sproat, Nancy Vildibill, Barbara Pacheco, and Quay Peters.

**Election of Officers:** Dave Egbert proposed himself as President, Tim Baker as Treasurer, and Quay Peters as Secretary. Wood Sproat moved that the proposed slate be approved. The motion was seconded and approved.

Tim Baker requested approval for adding \$1,000 to the reserve fund. Wood Sproat moved that the request be approved. The motion was seconded and approved.

**Building Committee:** Pool: Wood Sproat reported that he and John McElroy had met with a company that handles pool repairs and learned the following: The Huntington pool is considered a commercial pool. Parts are not currently available to do the work needed to bring the pool to the level required by Federal standards. As long as we explore what will be necessary to comply with the standards, we will not be in violation due to not implementing the necessary work to bring the pool up to the standards. To meet the standards, we have to incorporate the footage markers into the tile, replace the ladder and railing, and put a cover on the drain at the bottom of the pool. A cut-off valve also needs to be added. Repairs are needed to the marcite where rust stains are showing. These repairs could be done locally now without replacing all of the marcite. It may make sense to repair the marcite now, wait until the parts are available to bring the pool to Federal standards, and do all repairs at one time including completely replacing the marcite. The pump was replaced last year. We need to order the handrail and the ladder now. We will wait for John McElroy’s report before determining what pool work to do and when to do it.

**Main Gate:** Tim Baker reported that the batteries that open the gate when the power goes off are malfunctioning. The crank that opens the gates when the power goes off is missing. Tim will make sure the batteries are working and look for the crank.

Emergency numbers need to be on file for Huntington units.

**Next Meeting:** The time and date for the next board meeting will be determined by email, and should take place before June.

Meeting was adjourned by President Dave Egbert.

Respectively Submitted: Quay Peters Secretary

### ▼ **2008**

#### ▼ **November 22**

- Meeting was called to order by President, Dave Egbert at 2:00 P.M.

A quorum was present.

**Board Members Present:** Timothy Baker, Quay Peters, Dave Egbert, Wood Sproat, John McElroy, Nancy Vildibill.

**Absent:** Barbara Pacheco

No Secretary Report

**Treasurer's Report:** Treasurer Timothy Baker presented the proposed Budget for 2009. Budget stays about the same with a 2% increase in Maintenance Fees from \$250 to \$255. This will give a 2% increase in income to cover additional landscaping maintenance.

Wood Sproat moved we accept the budget as presented, Nancy Vildibill seconded the motion. Motion carried unanimously.

**Committee Reports:**

**Landscape:** Dave Egbert reported that in addition to our present landscaping man, James, another man has been hired to do exterior mowing, edging trimming and other needs.

**Pool Maintenance:** Question of need to re-marcite pool and other things needed to bring pool up to code are being looked into. John McElroy will meet with pool man and he and Wood Sproat will try to find out just what really needs to be done to bring us up to code. Tim reported that there is money in the fund for pool maintenance.

**Alley:** Alley is in bad condition and Tim will check with Transportation Dept. to see about getting the road improved.

**Social:** Quay Peters reported that the Social Committee is planning a "Holiday Party" for December 7 in our courtyard. Board agreed that there were funds to use for this event.

**Next Meeting:** Dave Egbert will email everyone as to date in February 2009 for the Annual Meeting.

Meeting was adjourned by President Dave at 3:03 P.M.

Minutes Submitted by,  
Nancy Vildibill, Secretary

▼ **August 23**

- Meeting was called to order by President, Dave Egbert at 10:30 A.M.

A quorum was present

**Board Members Present:** Timothy Baker, Barbara Pacheco, Dave Egbert, Quay Peters, John McElroy and Nancy Vildibill

**Excused:** Wood Sproat

**Homeowners present:** Joel and Anne Marantz – Unit# 8

**Secretary Report:** The reading of the minutes was dispensed with.

**Treasurer's Report:** Treasurer, Timothy Baker reported that our water bill increased by \$400 and he will look into this and John will check out the meter.

Barbara Pacheco moved that in order to qualify for early payment discount, that the Treasurer be given permission to pay the Terminex contract out of the Reserve Fund and then return. The motion carried.

**Committee Reports:**

**Landscape:** Dave Egbert report:

Dave Egbert said the grounds were generally in good shape and the grass and shrubs were healthier than they had been in a long time. This is thanks to Floridian, Back to Basics and a lot of rain. Dave indicated that we would stay away from the typical "mow and blow" landscape maintenance companies for the near future and stick with James Kraemer of Back to Basics. James is a landscaper by trade and is much more in tune with the needs of the property. There was discussion over whether James was able to handle the work load in the growing season and Dave will look at ways in which we might be able to off load some of the work to other sources.

It was suggested that in order to keep property better trimmed and cared for that maybe we should give him an increase in salary in order to have more hours here or to hire a helper. Dave will talk with James.

Barbara will call city about trimming trees on the street. In regards to the plants being killed from city work, it was decided to wait to contact city until after they get through with what ever they are doing in the area.

**Mosquitoes:** County has done treatments and will come out whenever called

**Maintenance:** Pool light still not working. John will contact electrician.

Tim reported that next year we will have to re-marcite the pool and that there is money in the fund for it.

**Old Business:** None

**New Business:**

**Courtyard and Street lighting:** Sensor board needs replacing and John McElroy will call electrician about it and about pool light. "A-Randy"?

**Social:** Quay Peters and Nancy Vildibill will work on a social function for sometime in Oct. or Nov. 2008

**Parking:** Dave has called about getting more 1A parking spaces – 2nd St.

**Next Meeting:** Budget Meeting in November. Date to be announced

Meeting was adjourned by President Dave at 11:27 am

*Minutes Submitted by  
Secretary, Nancy Vildibill*

## ▼ April 12

- The meeting was called to order by President Dave Egbert at 10:08 A.M.

A quorum was present.

**Board Members Present:** Timothy Baker, Wood Sproat, Dave Egbert, Quay Peters, John McElroy, Nancy Vildibill and Barbara Pacheco

There were no other homeowners or guest present.

**Secretary Report:** Minutes were not called for.

**Treasurer's Report:** Treasurer Timothy Baker reported that bank account has been changed from Synovus Bank to Wachovia Bank. Our Web/Internet plan has been renewed for 3 years. Budget report was passed around and a full report is on line.

**Committee Reports:**

**Landscape:** Dave Egbert reported that work on rerouting sprinkler system is complete and within budget. Tree and roots have been trimmed and with the sprinkler work done flowers can now be planted in island and mulch put in.

**Parking:** Tim Baker reported that sign has been ordered and will be put next to tree where gate opener was.

**Maintenance:** Pool light still not working but Wood and others will work on this.

**Old Business:** None

**New Business:**

**Work Day:** It was decided to have a "Work Day" on Saturday, May 3, 2008 beginning at 9am, with a cook-out to follow for all homeowners. Secretary will email Homeowners.

**Mosquitoes:** Barbara Pacheco will contact County about scheduling Mosquito control.

**Next Meeting:** August 23, 2008, Poolside – 10:30 AM.

Meeting was adjourned by President at 1:56pm

*Minutes Submitted by,  
Secretary, Nancy Vildibill*

## ▼ January 26

- The meeting was called to order by President, Wood Sproat at 10:27 A.M.

A quorum was present. **Board Members Present:** Timothy Baker, Wood Sproat, Dave Egbert, Quay Peters, John McElroy, Nancy Vildibill and Barbara Pacheco

**Homeowners present:** Beau & Roslyn Jeffrey (#2), Barbara Pacheco (#6), Gabrielle Schlichting (#20), Lisa Palmer (#9), Martha Haile (#22), Sandie Sproat (#12, #24, #25), Joan Gaughan (#23), Donna Woolums (#13) and Robin McElroy (#26).

**Guest:** Jack Cahill (proxy for #1, Marylou Bourdow)

**The first order** of business was to elect officers from our newly elected Board. President, Wood Sproat, announced that he would not be a candidate. Tim Baker nominated Nancy Vildibill for the office of Secretary. Wood Sproat seconded the nomination. Motion carried.

Wood Sproat moved the nomination of **Dave Egbert** for the office of President. Motion was seconded. Motion carried.

Elected to the office of Vice President was **John McElroy** and **Timothy Baker** was elected to the office of Treasurer

**President:** Dave Egbert assumed the Chair.

**Secretary:** Minutes were not read

**Treasurer's Report:** Tim Baker reported that he was not happy with the on-line service of Synovus Bank and would be looking for a new bank for the association.

### **Committee Reports:**

**Exit mirrors:** Tim Baker reported that they are installed. Tim reminded everyone to renew Parking Permits.

**Landscape:** Dave Egbert reported that we will continue with the same Landscape Vendor - In February and March (2008) work will begin on rerouting sprinkler system after which an entire check of the system will be done.

**Parking:** Parking Committee from 2007, Tim Baker and Dave Egbert will continue to study the problems. Discussion: Sign, Restate Rules, Ticketing, towing, Good Neighbor Policy.

Barbara Pacheco to Chair Parking "Good Neighbor Committee", assisted by Quay Peters.

**Motion:** Wood Sproat moved that Huntington Homeowners' Association post a No Parking Sign and that the President is given the authority to call a Towing Service. Barbara Pacheco seconded the motion. Motion carried.

President set a meeting of the Parking Committee for Noon, February 9, 2008. Barbara Pacheco and Quay Peters were invited to attend.

**Old Business:** None

### **New Business:**

Tim Baker and Dave Egbert volunteered to paint the wall in the alley.

Wood Sproat reported that the crack in alley wall is "moving" and that he will keep an eye on it.

Barbara Pacheco volunteered she and Joe to paint needed sections of front gate and John McElroy will assist.

Tim Baker has the CD with the pictures of the individual owner's court yards that Barbara Pacheco took, and it was agreed that these be used in doing the annual inspection of the grounds.

Next Meeting: **APRIL 12, 2008** - 10:30 a.m. - POOLSIDE

**Adjourn:** the meeting adjourned at 11:25 a.m.

Submitted by,

Nancy Vildibill  
Secretary

▼ **2007**

▼ **September 16**

- Meeting was called to Order by President Wood Sproat at 10:04 AM

**Roll Call:** Board Members present: 7 Tim Baker, Dave Egbert, John McElroy, Joan Gaughan, Barbara Pacheco, Wood Sproat and Nancy Vildibill.

A Quorum was present.

Additional Home Owners present: 4 Beau and Rosalyn Jeffrey(unit# 2), Chuck Wray (Unit#5) and Robin McElroy (unit#26)

The minutes of the last meeting were not read and there was no Treasurer's Report.

Old Business/Committee Reports:

John McElroy reported that the sprinkler has been fixed for the present.

Tim Baker had no update on Exit Mirrors at this time. He will check on mirrors and a "sound alert" system.

Dave Egbert reported that the "Gutter Man" has cleaned all gutters.

▼ **Agenda Items:**

- **Courtyard Parking:** Barbara Pacheco moved that we restate our Parking Rules and give notice that cars will be towed when not in compliance with rules. Dave Egbert seconded the motion. Motion carried. Tim Baker will look into getting a "No Parking/Towing Sign" for courtyard. President Wood Sproat appointed the following committee to study Parking Rules: Tim Baker, Dave Egbert and John McElroy
- **Landscape Maintenance Vendors:** Dave Egbert is checking with a company and will ask for a bid. Note was made that a Company must be Licensed, Insured and priced within Budget.
- **Cable TV:** Dave Egbert moved that President Wood Sproat be authorized to renew our contract. Joan Gaughan seconded the motion. Motion carried.
- **The Tree:** Dave Egbert will check on our options on trimming tree roots at this time and rerouting sprinkler system in that area. In October, Dave will call and have the present courtyard sprinkler situation corrected.

▼ **Miscellaneous**

- **Treasurer:** Tim Baker gave an overview report on the Huntington Homeowners Association. We are doing well.
- **Lighting:** Beau Jeffery will contact electrician to take care of malfunctioning light post and pool lighting.
- **Annual Meeting:** John McElroy moved that the Annual Homeowners meeting be held January 26, 2008 – 10:00 A.M. Joan Gaughan seconded the motion. Motion carried.
- **Next Board Meeting:** Board Budget Meeting - November 19, 2007 - 7PM - Poolside.

- Annual Homeowners Meeting will be January 26, 2008 – 10:00 AM – Poolside. A Board meeting will immediately follow the Annual Meeting of January 26, 2008.
- **Adjourn:** Dave Egbert moved that the meeting be adjourned. John McElroy seconded the motion. Motion carried. Meeting Adjourned at 11:23 AM
- **Minutes** of Board Meeting, September 16, 2007.  
Submitted by, Nancy Vildibill, Secretary

## ▼ June 27

- Called to Order by President Wood Sproat at 10:03 AM

A Quorum was present:

Board Members present: (6) Tim Baker, Dave Egbert, John McElroy, Joan Gaughan, Wood Sproat and Nancy Vildibill.

Barbara Pacheco was excused.

Home Owners present: (1) Quay Peters, unit# 19.

Tim Baker moved that the Reading of the Minutes be dispensed with. Dave Egbert seconded the motion – Motion carried.

Tim Baker, Treasurer, reported that we paid \$2,100 for Insurance for one year's coverage vs \$4,000 last year. We have no wind coverage and a little less liability in order to get a lower price on insurance. The difference in cost will be reserved and tracked in accounting. Tim recommended we look early (November?) for new bids on insurance for next year.

Dave Egbert, Landscape Chairman, reported:

Jasmine planting (west pool fence wall) will not work until present planting is removed because there would not be enough sunlight.

Tree in courtyard is OK for now but should be addressed at later date and be considered in new budget.

Mulch for center strip should wait until sprinkler system repairs are done.

Gutters need to be checked and cleaned. Dave Egbert will call “Gutter Man”.

Sprinkler System: John McElroy will call “Sprinkler Man” John Williams.

Dryer exhaust: Done (Thanks, “Dryer Queen”!)

Maintenance Fees and Policy on Late Payments: Tim Baker reported that we do have a Policy on late payments and he has no real problems.

Welcome Committee: Joan Gaughan reported that Robin McElroy is Chairman of our new “Welcome Committee” for new residents.

Driveway Brick repair: Wood Sproat reported that he has done some minor repairs and it is OK for now, but should be considered in new budget.

Driveway Exit Mirrors: Tim Baker recommended that this be deferred until our next meeting.

Pool Light: Deferred to next meeting

Driveway exit mirrors: Deferred to next meeting

Storage Box in the pool area: Tim will get a lock keyed to the gates

South wall graffiti: Wood and Dave will paint sometime in July

Outside water shutoffs on individual units: Tim Baker moved that a Policy be made that the Association is only responsible for water lines from the outside water meter to the outside water shutoff valve of the individual units. Owners are responsible

from their exterior water shutoff valve into and throughout their individual unit. Dave Egbert seconded the motion – The Motion carried.

It is recommended that owners locate their individual exterior water shutoff valve.

Pool inspector's requirements: Requirements have been met and we have our Permit. The Pool Company has been authorized to take care of any future requirements under \$100.00.

Digital Rear Yard Pictures: Tim Baker will make a couple of copies of the Digital CD

Next Meeting: September 23, 2007 3:00 PM Poolside.

Meeting Adjourned at 11:15 AM  
Minutes of Board Meeting, June 2, 2007  
Submitted by,  
Nancy Vildibill, Secretary

## ▼ February 24

- Called to Order by President Wood Sproat at 10:30 AM

A Quorum was present:

**Present:** Tim Baker, Dave Egbert, Joan Gaughan, Barbara Pacheco, Wood Sproat and Nancy Vildibill. John McElroy was excused.

Reading of Minutes was dispensed with.

No Treasurer's Report

### **Old Business:**

1. Common Area and Liability insurance including self insurance. Tim Baker reported there would be a Trade Show, March 2nd at Harbor View Center in Clearwater. Tim will contact insurance people.

Barbara Pacheco moved that we establish a Casualty Reserve Account/Self-Insurance Fund. Funds to come from the budgeted Insurance Fund after the Liability Insurance premium have been paid. Motion was seconded by David Egbert. Motion carried.

2. Purchase of an exterior storage bin: Done

3. A review of our reserve study: \Wood presented a study he had made. Tim will update information on funds. Future of Roof: 11 years?

4. Replacement of West pool fence wall landscaping with Confederate Jasmine. David Egbert, Landscape Chairman, reported sprinkler heads outside have been repaired as well as others. Dave Gardner has been contacted to look at Banyan Tree and Oak Tree. Tree trimmer to trim trees. In April, Dave Gardner will plant flowers at entrance area to Pool, and trim and mulch Pool Area. David will get opinion from Gardner as to planting jasmine along west pool fence wall.

5. Brick repairs in the driveway areas around the sewer cleanouts. Wood will check to see what needs to be done

6. Driveway exit mirrors. Deferred to next meeting. Tim Baker will check on systems.

7. Dryer exhausts: Barbara Pacheco will coordinate this effort for us again. It was agreed that individual homeowners can refuse this service inside their personal unit.

8. Review and clarification of the rules regarding additional and/or replacement plantings in the individual courtyards. Tim Baker presented a proposal on Rules regarding policy on planting in the individual courtyards and moved the adoption of said proposed Rules. David Egbert seconded the motion. Motion carried with suggested changes and with March 31, 2007 set as date Rules to become effective.

Digital pictures of individual yards to be taken by Barbara Pacheco.

### **New Business:**

1. Delinquent Maintenance Fees:



Treasurer reported that #27 is delinquent. Tim and Wood will check on this. Policy on late payments is deferred to next meeting.

2. Joan Gaughan suggested a "Welcome Committee" be established. Action on this is deferred to next meeting.

*Meeting adjourned at 11:45 AM  
Minutes of Board Meeting, February 24, 2007  
Submitted by,*

*Nancy Vildibill  
Secretary*

## ▼ January 27

- **Present:** Tim Baker, Barbara Pacheco, Dave Egbert, Wood Sproat, Joan Gaughan and Nancy Vildibill.

**Guests:** Peggy Spoor, Quay Peters

The meeting was called to order at 11:00 a.m.

**Election of Officers:** The first order of business was to elect officers from our newly elected Board.

**President:** Joan Gaughan moved that we appoint Wood Sproat as our President. Dave Egbert seconded the motion. The motion passed unanimously

**Vice President:** Nancy Vildibill moved that we appoint John McElroy as our Vice President. Barbara Pacheco seconded the motion. The motion passed unanimously.

**Treasurer:** Wood Sproat moved that we appoint Tim Baker as our Treasurer. Barbara Pacheco seconded the motion. The motion passed unanimously.

**Secretary:**— Tim Baker moved that we appoint Nancy Vildibill as Secretary. Wood Sproat seconded the motion. The motion passed unanimously.

In summary, the following are our officers for 2007:

President, Wood Sproat  
Vice President, John McElroy  
Treasurer, Tim Baker  
Secretary, Nancy Vildibill

Additionally, we asked our newest Board member, Dave Egbert, to chair the landscape committee.

We thank them for sharing their time and talents.

**Minutes of Previous Meeting:** the minutes of our previous Board meeting were read. Joan Gaughan moved that we accept the minutes as read. Barbara Pacheco seconded the motion. The minutes were approved as read. They are also posted on our website.

### **Old Business**

5 foot rule on trees and shrubs within courtyards: Tim Baker will draft a proposal for the Board to discuss and vote upon at their next meeting.

Safety mirrors at main gate: Tim Baker will take some pictures of well-placed safety mirror installations at other complexes. Once we have those pictures and an idea of costs, the Board will readdress installing safety mirrors.

Dryer exhausts: it's time to have our dryer exhausts cleaned which we do every 2 years. Barbara Pacheco agreed to coordinate this effort for us again.

Storage bins: Tim Baker moved that we investigate having the Board purchase a storage bin for common property, i.e. paint, etc. Dave Egbert seconded the motion. A vote was taken and the motion passes unanimously. The Board will investigate cost,, size and placement.

Insurance: should we self-insure the common area and just keep liability and Board insurance? The Board will research price, availability and discuss at the next meeting.

Social event: it was noted that we have \$200.00 budgeted for 2007 social events.

Future meeting agenda item: Barbara Pacheco suggested that we review the reserve study we had done a few years ago to make sure were on track and that it is still valid.

**Adjourn:** the meeting adjourned at 11:50 a.m.

Submitted by,

Peggy Spoor  
Homeowner

## ▼ 2006

### ▼ November 7

- **Board Members Present:** Tim Baker, Peggy Spoor, Joan Gaughan, Wood Sproat, John McElroy, Nancy Vildibil and Barbara Pacheco.

**Homeowners present:** Dave Egbert, Quay Peters/Bill Moriarity.

**Wood Sproat,** President, brought the meeting to order at 6:40 p.m.

The purpose of the meeting was to finalize our 2007 budget. Prior to our budget discussion, we covered a few miscellaneous topics.

**Painting project** - the final paint warranty is now available should any residents desire a copy.

**Annual meeting** - We will have our annual meeting on Saturday, January 27, 2007 at 10:00 a.m. poolside. The primary purpose of the meeting will be the election of 2007 board members. Following the annual meeting, the new board will convene and elect our new officers for 2007.

**Holiday Get Together** - We would like to have a Holiday get together either on Saturday, December 9 or Sunday, December 10 poolside. Date and details to be advised.

**Property Insurance** - proof of property insurance is due to Wood Sproat by November 30, 2007.

**Architectural addition** requested by #14 - Nancy Vildibill submitted an architectural drawing for a black wrought iron safety hand railing she would like to install at the entrance to her front door. This was her formal request for Board approval. Barbara Pacheco moved that the Board approve the submitted design for unit #14 and for all future hand railing installations. Joan Gaughan seconded the motion. A vote was taken and the motion passed with Nancy Vildibill abstaining. Please note that any future installation of safety railing must be submitted to and approved by the board prior to installation.

**Irrigation** - the standing water in the water pump area on 4th Avenue North is being addressed by Dave Egbert who is co-chairing landscaping and irrigation along with John McElroy.

**Alley dumpsters** - Bill Moriarity noted that our alley dumpsters are corroded at the bottom. Wood Sproat will call the sanitation department to have them replaced.

**2007 Budget** - the major difference in our 2007 budget is in the landscaping and irrigation area. The budget calls for our monthly maintenance dues to remain at \$250.00. John McElroy moved that we accept the 2007 budget as presented. Barbara Pacheco seconded the motion. A vote was taken and the budget was approved unanimously. The final budget will be posted on our web site.

Nancy Vildibill moved that we adjourn the meeting at 7:15 p.m. Barbara Pacheco seconded the motion.

*Submitted by,*

*Peggy Spoor  
Secretary*

▼ **September 7**

- **Board Members Present:** Tim Baker, Peggy Spoor, John McElroy, Joan Gaughan, Wood Sproat and Barbara Pacheco

**Board Members Absent:** John McElroy, Nancy Vildibill.

**Homeowners present:** Joe Maka

Wood Sproat, President, brought the meeting to order at 6:40 p.m.

**Minutes** - Peggy Spoor read the minutes from our June 26, 2006 Board meeting. There were no changes or additions so the minutes stand as recorded.

**Budget Review** - Tim Baker, Treasurer, reported that we are on target to meet our year-end budget.

**Correspondence** - Joe Maka, Unit 18, was present to request a formal response to his letter of August 15, 2006, stating his concern about outstanding repair work to his unit. The Board explained that during the painting process this summer, we had 3 different painters and contractors inspect Unit 18 and they found no outstanding repair issues. The Board will provide Joe Maka with copies of the painter and contractor warranties.

**Close out of paint project** - Tim Baker has the contract and the labor and material waivers. We are awaiting manufacturer's warranty.

**Air conditioner replacement policy** - Wood Sproat moved that:

Air conditioner compressor units will be replaced as close as possible to the existing location.

The bottom of the air conditioner compressor be installed no more than 4" above grade.

If any landscaping must be removed, the homeowner must have prior permission of the Board to remove landscaping and will be responsible for replacing any landscaping that was removed.

Tim Baker seconded the motion. A vote was taken and the motion passed unanimously.

**Tree planting policy** - the current policy is that homeowners cannot plant trees and shrubs that are over 5 feet when mature. The policy doesn't seem clear on whether these are in-ground plants or potted plants. Although we did not address changing or clarifying the policy, we did decide that we needed to address the tree planted in the yard of Unit #14. Joan Gaughan moved that we discuss the problem with the owner of #14 and ask her to agree to have it removed. If the owner will not agree, we will require her to assume liability and responsibility for any damage the tree may do to our structures. Barbara Pacheco seconded the motion. A vote was taken and the motion passed unanimously. Joan Gaughan agreed to talk personally with the owner.

**Unit #18** - palm planted in a pot, in-ground. Peggy Spoor will ask our landscapers if they can dig the plant out and remove it. If there is a charge, the homeowner will be responsible.

**Unit #2** - We will send a letter to the owners reminding them of the 5 foot rule.

**Interior For Sale signs** - the Board decided not to act on this subject.

**Landscaping responsibilities** - Peggy Spoor is in the process of moving and is currently spending very little time on premise. To that end, we will ask two homeowners who expressed interest in the "job" if they will assume landscape and irrigation responsibilities immediately. On a similar subject, it appears that the city owned tree by our main irrigation valve on 4th Avenue North is causing damage and leakage to our irrigation system. Tim Baker will call the City to see if we can remove the tree.

**Estoppel letter and gate update for new owners** - Wood Sproat moved that we charge new homeowners/sellers a \$25.00 fee for the estoppel letter that is necessary with a new sale and \$25.00 to update our records and gate directory for new owners. These fees will be remitted by the title company when the estoppel letter is requested and collected at closing from the parties. These charges are very typical in all Associations. Joan Gaughan seconded the motion. A vote was taken and the motion passed unanimously. We will deposit these funds into our operations and repair budget line.

The meeting adjourned at 7:55 p.m.

*Submitted by,*

*Peggy Spoor*  
*Secretary*

▼ **June 26**

- **Roll Call** - Peggy Spoor did an official roll call of the Board.

**Present:** Wood Sproat, John McElroy, Tim Baker, Peggy Spoor, Joan Gaughan, and Nancy Vildibill. Absent: Barbara Pacheco

**Guests:** Quay Peters, Bill Moriarty, Cindy and Joe Maka, Dave Egbert, Marlys Meckler

**Status of our Reserves** - Tim Baker, Treasurer, presented an Assessment Proposal to the Board. Our current financial situation would put us with a \$2,103.03 year end deficit. The recommendation is that we:

- Approve a special assessment now of \$500.00 per unit, payable by July 31, 2006.
- Approve a change in the adopted long-term plan (Armstrong), whereby the annual increase in the contribution to reserves will be increased to 7 percent from the current 5.6 percent. The increases would remain subject to periodic review by the Board of Directors.

This recommendation would put us back on track with our 25-year reserve plan and allow our monthly maintenance dues to remain at \$250.00 for the foreseeable future.

John McElroy moved that we accept the recommendation of the Assessment Proposal 2006. A roll call vote was taken and the motion passed unanimously.

**Pool Furniture** - Tim Baker moved that we authorize the pool committee to purchase new pool furniture with the stipulation that they stay within the \$2,000.00 budget and consider the guidelines put forward in previous motions. John McElroy seconded the motion. The motion passed unanimously.

**Board Policy on Gates and Locks** - There was discussion on who is responsible for our locks and gates. Tim Baker moved that the Association be responsible to maintain all exterior locks and gates. Wood Sproat seconded the motion. The motion passed unanimously.

Adjourn - the meeting was adjourned at 7:30 p.m.  
Submitted by,

Peggy Spoor  
Secretary

▼ **May 25**

- **Board Members Present:** Tim Baker, Peggy Spoor, John McElroy, Wood Sproat, Barbara Pacheco and Nancy Vildibill

Wood Sproat brought the meeting to order at 6:40 p.m. poolside.

**Locks on alley trash receptacles** - we will have the locks on the alley trash receptacles as soon as the City trash people receive their keys next week. Your house/gate key should open these keyed locks. If you have changed your keys, Wood Sproat and/or Peggy Spoor will have special keys available for you that will work on the alley locks. **SPECIAL NOTE** - Locks **MUST** be closed in order to remove your key.

**Maintenance policy** - Peggy Spoor moved that we accept the updated maintenance policy as drafted by Tim Baker. Barbara Pacheco seconded the motion. The motion passed unanimously. The maintenance policy is available on our Huntington website.

**Pool furniture** - Peggy Spoor moved that we purchase the following new pool furniture:

Four chaise lounges

Two 42-48" round tables that can serve as dining tables. We would like them to have a hole available in the middle so we can use our own umbrellas if need be.

Eight chairs to match the above two round eating tables (4 each)

Four side tables to be used with the chaise lounges and various chairs

Twelve green or white, plastic stacking chairs that we can store off to the side and use for large gatherings, meetings, etc.

Tim Baker seconded the motion. A discussion ensued. A vote was taken and the motion passed unanimously.

**Painting** - Tim Baker moved that we rescind the motion made on May 8, 2006 to obtain 3 bids to complete our painting project. Barbara Pacheco seconded the motion. The motion passed unanimously.

Tim Baker moved that we authorize our President, Wood Sproat, to get specifications from Sherwin Williams to solicit at least 3 bids to complete the maintenance work that needs to be done for the Huntington. Barbara Pacheco seconded the motion. The motion passed unanimously. Nancy Vildibill moved that we go with the lower of our current 2 bids and select Specialized Coatings, Inc. of Palm Harbor. In the event that the 3rd bid comes in at a lower price than Specialized Coatings, prior to Monday June 29, we call a special Board meeting before Wood Sproat executes any final agreements for maintenance and painting. John McElroy seconded the motion. The motion passed unanimously.

**Adjourn** - the meeting adjourned at 8:15 p.m.

Submitted by,  
Peggy Spoor

Secretary

## ▼ May 8

- **Board Members Present:** Tim Baker, Peggy Spoor, Joan Gaughan, Wood Sproat, Barbara Pacheco and Nancy Vildibill

**Homeowners present:** Sydni Shollenberger, Jim Stull, Bill Moriarty for Quay Peters and Joe Maka

The meeting was held poolside and brought to order by our President, Wood Sproat, at 6:30 p.m.

**Minutes of previous meeting** - Peggy Spoor read minutes of our January and February 2006 Board meetings (also posted on our web site). Tim Baker moved that we approve the minutes as read. Joan Gaughan seconded the motion. A vote was taken and the minutes were approved unanimously.

**Treasurer's Report** - Tim Baker presented our budget report for April 2006 (also posted on our web site). Our budget report shows we are on target through April of this year. However, we do have a short fall projected for end of year due to our reserves. We will be approximately \$14,000. short on reserves primarily due to expenses to that have built up over the past 4-5 years. Specifically, we have had to fix siding on various units (approximately \$9,000.00) and \$3,000.00 was spent to remove the trees by the pool. We are paying the \$3,000.00 back via homeowner's dues over a 3 year period. Barbara Pacheco moved that we accept the Treasurer's report. Joan Gaughan seconded the motion. A vote was taken and the motion passed unanimously.

**Building inspection results** - the Board has been working with Dave Griffiths of Sherwin-Williams over the past couple of years based on our need to have the property painted. Dave can serve as a consultant and a one-stop shop to have all of our work completed on the property. He will also handle all warranty work. We have talked to two other companies and have decided that Dave Griffiths can meet our needs at this time. He walked the property with Wood Sproat and did not see any major structural problems. We know we have some maintenance work to do so we expect the process to work as follows:

Dave Griffiths meets with the Board to get a scope of the project (complete).

Dave prepares specifications and bid procedures to be reviewed by the Board (this will be broken down by various line items, i.e. repair work, caulking, prepping, paint, etc.). We plan to review this proposal on May 25.

The Board will solicit bids from high-quality contractors recommended by Sherwin-Williams. Dave will review the bids with the Board and explain any differences.

Tim Baker moved that we authorize our President, Wood Sproat, to get specifications from Sherwin Williams to obtain at least 3 bids to complete the maintenance work that needs to be done for the Huntington. Barbara Pacheco seconded the motion. A discussion ensued to clarify that the Board must approve any maintenance/contractor work. Once we receive the bids and the

Board approves a contractor, the work could begin within 30 days, dependent on our budget. A vote was taken and the motion was approved unanimously.

Painting – see above

**Landscaping and Irrigation** - we have some scale on the virburnum on 4th Ave and 2nd St, which the pest control company is addressing. We will replace any dead virburnum. Irrigation has been a challenge as our system ages. We have recently had the landscaping people raise the heads on over 50 locations so we get better coverage. We will also talk to them about a root watering system, which would do away with the tall watering heads. The white head extensions on 2nd Street will be painted green plus we will look at having them moved back from the sidewalk although that may force us to water the sidewalk more than the landscaping. The landscaper is continuing to work on removing the fig vine from the walls and brick so we can be ready for painting.

**Safety Mirrors** - we have been discussing getting safety mirrors at the main gate to avoid any accidents with pedestrians as we exit. Milt Meckler was kind enough to do some research and found it would cost between \$200-300.00 to purchase the large mirrors. The Board discussed the subject and decided that it was not necessary to install these mirrors at this time. Rather, they would like to suggest that when we exit the property we do not use our clickers, but approach the gate slowly and it will open thereby alerting pedestrians and bikers that there may be a gate ahead and therefore a car.

**Pool furniture** - we have \$2,000. in our budget to purchase some new pool furniture. Judy and Chuck Wray had volunteered in the past to coordinate this purchase for us. Tim Baker moved that we authorize Judy and Chuck Wray to investigate buying pool furniture within our \$2,000.00 budget. Joan Gaughan seconded the motion. The motion was approved unanimously. Additionally, Tim Baker presented a letter that states we may need to improve our pool lighting if we want to do evening swimming. Tim Baker and Wood Sproat will investigate exactly what needs to be done...if anything.

**Trash Receptacles** - Sydni Shollenberger brought it to the Board's attention that we have had people going through out garbage in the alley. Additionally, we have people that do not live here that are putting their garbage in our dumpsters. The suggestion is that we lock the gates to our dumpsters. Wood Sproat talked to the City and they are fine with it as long as we provide them with a key. Tim Baker made the point that we can have padlocks put on the dumpster gates that will take the same key we use on the gate to the alley. Peggy Spoor moved that we put locks on the gates to our dumpsters with the understanding that our current keys will work on the locks. Barbara Pacheco seconded the motion. A vote was taken. All members approved the motion with the exception of Nancy Vildibill who was concerned about safety issues if we have to stay in the alley any longer than necessary, i.e. it will take longer to open the lock to the dumpster.

**Documentation of Suppliers** - Tim Baker will begin this process by providing the board with all the information he has on suppliers. Tim will send it to Peggy Spoor who will add to it and then pass it on to the Board for additions and clarification.

**Next Social Gathering** - the social committee will look at having a get together sometime in the fall. It's getting a little to warm to plan anything for the summer time.

### **Old Business**

The Board is in receipt of a letter from Joe Make dated February 13, 2006 voicing concern over maintenance work on his unit. The letter and issue has been addressed and therefore put to rest.

### **New Business**

Tim Baker explained to the Board why it was important to use our yahoo e-mail group address, i.e. it improves communication and provides a legal document. We agreed to use yahoo e-mail for Board correspondence.

**Adjourn** - Peggy Spoor motioned that we adjourn the meeting at 8:15 p.m.

We will have our next Board meeting on Thursday, May 26, 2006 at 6:30 p.m. poolside to discuss the Request for Proposal from Sherwin Williams.

Submitted by,

Peggy Spoor  
Secretary

### ▼ **February 11**

- **Present:** Tim Baker, Barbara Pacheco, Joan Gaughan, Peggy Spoor, John McElroy and Wood Sproat.

The meeting was called to order at 11:30 a.m.

The first order of business was to elect officers from our newly elected Board. We agreed that we would like to add a Vice President position that our by-laws provide for.

**President** - Barbara Pacheco moved that we appoint Wood Sproat as our President. Joan Gaughan seconded the motion. The motion passed unanimously

**Vice President** - Peggy Spoor moved that we appoint John McElroy as our Vice President. Barbara Pacheco seconded the motion. The motion passed unanimously.

**Treasurer** - Wood Sproat moved that we appoint Tim Baker as our Treasurer. Barbara Pacheco seconded the motion. The motion passed unanimously.

**Secretary** - Tim Baker moved that we appoint Peggy Spoor as Secretary. Wood Sproat seconded the motion. The motion passed unanimously.

**Architecture Review Committee** - John McElroy agreed to chair the architecture review committee.

In summary, the following are our officers for 2006:

President - Wood Sproat  
Vice President - John McElroy  
Treasurer - Tim Baker  
Secretary - Peggy Spoor

We thank them for sharing their time and talents.

**Miscellaneous Safety Issues** - we agreed to remind homeowners of the following safety items:

It's important to have at least one valid, working fire extinguisher in your home

We had a robbery in front of unit 14 on Second Street in the past few months

**Garage doors** - please keep your garage doors down. We have had bikes stolen from open garages. Plus, it's more pleasant to look at a closed garage door in the courtyard.

**Termites** - subterranean termites will show themselves via mud tunnels traveling up from the foundation to any area of wood.

**Parking in the courtyard** - parking is not allowed in the courtyard since it could inhibit emergency vehicles (fire, ambulance, police) access. There are some exceptions which are noted below:

Serious inclement weather; Short term parking for unloading, deliveries and car washing;  
During major downtown events when our street parking is jammed with visitors. Removal of cars shall follow such events as street parking becomes available.

The Board does not want to be put in the position to tow cars but must in the interest of safety.  
Documentation of various suppliers and providers.

Wood Sproat noted that we need documentation on various suppliers who support the Huntington. We will work on a list, which will include but is not limited to: Directory at gate; coding; repair; Landscapers; Courtyard lights; Pool; Master keys; Irrigation layout.

**Social** - Joan Gaughan suggested that we have a Daylight Savings Happy Hour on April 2 poolside. Plans are to begin at 4 p.m. Details to follow.

**Meeting date** - our next Board meeting will be held on Monday, May 8th at 6:30 p.m. Tim Baker will work on procuring a location.

Submitted by,  
Peggy Spoor  
Secretary

## ▼ January 15

- **Present:** Tim Baker, John McElroy, Joan Gaughan, Barbara Pacheco, Roz Jeffrey and Peggy Spoor.

**Guests present:** Joe Maka and Beau Jeffrey.

Our interim Board meeting was held at Peggy Spoor's townhome and was brought to order by John McElroy at 9:35 a.m. The purpose of the meeting was to discuss overall repair issues at the Huntington.

**Repair Policy:** Tim Baker read our current HOA official repair policy. He noted that we had received a new opinion from our attorney, which states that the Association should take responsibility for all exterior repairs and then bill the homeowner if appropriate. The Board will propose we accept this new policy and vote on it via e-mail as quickly as possible.

Existing repairs:

Unit # 20 - \$600. to repair flashing which the Association will pay.

Unit # 12 - awaiting breakdown of bill so we can determine responsibility of homeowner vs. Association.

Unit # 18 - approximately \$10,000. in repairs. Awaiting a breakdown from contractor so we can determine responsibility of homeowner vs. Association.

Tim Baker moved that we take on the responsibility of getting the repair work done on unit 18. Peggy Spoor seconded the motion. A vote was taken and the motion passed unanimously.

**Future repairs:** Roz Jeffrey moved that we have the exterior surfaces of all buildings inspected and give John McElroy the authority to hire a qualified entity to do the inspection. Barbara Pacheco seconded the motion. A vote was taken and the motion passed unanimously.

**Maintenance Plan for 2006:** Tim Baker moved that we adopt a maintenance plan for 2006 which includes:

Building inspections

Repairs

Finalizing an estimate to paint all exterior surfaces in anticipation of completing painting in a timely manner.

**Wall surfaces** - Tim Baker moved that we authorize our landscaping company to remove/prune all fig ivy from all surfaces to protect the integrity of the walls and brick columns. Barbara Pacheco seconded the motion. A vote was taken and the motion passed unanimously.

**Adjourn** - the meeting was adjourned at 11:30 a.m.

Submitted by,  
Peggy Spoor  
Secretary

## ▼ 2005

- *(To open up a given date, click on the arrow to the left of that date)*

### ▼ November 14

- **Present:** John McElroy, president; Timothy J. Baker, treasurer; Peggy Spoor, secretary; Barbara Pacheco.

**Guests:** Joe Cronin and Milt and Marlys Meckler.

**2006 Budget:** Tim Baker presented the proposed 2006 budget for the Board's review. Based on inflation, we find it necessary to raise our monthly homeowner's due 6.4% for 2006. This increase translates to a \$15 per month per owner increase in 2006 for a total of \$250 per month per owner effective January 1, 2006. Barbara Pacheco moved that we accept the 2006 budget as proposed. Peggy Spoor seconded the motion. A vote was taken and the motion passed unanimously.

**2006 Election Committee:** Tim Baker will chair the 2006 Election Committee. Please let Tim know if you are willing to run for the Board in 2006.

**2006 Annual Meeting** will take place on February 11, 2006 at 9:30 a.m. poolside.

**Old Business:** Barbara Pacheco presented the results of the latest exterior inspection we commissioned. Based on the



recommendation of the inspector, the Board discussed the financial savings if we painted all surfaces at one time. Tim Baker moved that we make a proposal to the homeowners at our annual meeting in February to delay painting all surfaces until early 2007. Barbara Pacheco seconded the motion. A vote was taken and the motion passed unanimously.  
Adjourned at 7:35 p.m.

Submitted by,  
Peggy Spoor  
Secretary

## ▼ October 10

- **Board members present:** Tim Baker, John McElroy, Joan Gaughn, Barbara Pacheco, Roz Jeffrey and Peggy Spoor

**Guests:** Robin McElroy, Lola Walker, Marlys Meckler, Gabrielle and Jurgen Schlichting, Nancy Vildibill, Cindy and Joe Maka

The meeting was held at Atlanta Bread Company and brought to order by our President, John McElroy, at 6:30 p.m.

**Minutes:** Peggy Spoor read the minutes from our July meeting

Treasurer's Report – Tim Baker did not have an official report available but commented that although we appear to be in fairly good shape year to date, many line items have or will be impacted by inflation, i.e. water, power, pool, etc.

**Roof Leaks:** There was a discussion on roof leaks of which we have had two to date. The Association is responsible for repairs to the roof while the Owner is responsible for any interior damage caused by the leak. We discussed having a roofer assess if there are areas on our roofs that are vulnerable. The consensus was that we have spent less on the two roof leaks than we would have to have a roofer do an inspection. We encourage all owners to inspect their attics for possible leaks before there is any damage to their interiors.

Homeowners Insurance – there is a requirement in our documents that all owners must have homeowner's insurance and have it available to show to the Board once a year. We now have copies of all homeowner's 2005 insurance policies on file.

**Banyan Tree:** now that we have all bids in on costs, we had a thorough discussion on the options available for the Banyan tree in our courtyard. We can cut it down at a cost of \$3,000. (the arborist does not recommend cutting it down) as well as the cost of repairing the cement and bricks which is \$2,385.00, or we can cut the roots that are impacting the cement and bricks, create a barrier so they do not regrow at a cost of \$320. and then repair the cement and bricks. Tim Baker motioned that we accept the bid from Jim Miller Construction to repair the cement and brick area regardless of what we decide about the disposition of the tree. Joan Gaughn seconded the motion. A vote was taken and the motion passed unanimously. Tim further moved that we do remedial work on the tree rather than cut it down. Peggy Spoor seconded the motion. A vote was taken. 4 Board members were in favor, 2 members were not. The motion passed. We will spend \$320.00 to trim the roots and create a barrier and \$2,385. to repair the cement and bricks.

**Painting:** John McElroy is waiting for a price from the painter for painting and caulking the green paint on our property and will follow-up again with the painter. Meanwhile we need pressure washing on the exterior walls of the buildings as well as the walls along the alley to get rid of mold and chalk. Barbara Pacheco will call to get bids for pressure washing and cleaning.

**New windows:** the Board had an adhoc meeting in August and adopted an official policy on storm protection for windows which follows:

### ***Rules for Storm Protection for Windows***

Any unit owner who wishes to install any form of storm protection on a unit must first obtain the permission of the Architectural Control Committee (ACC), or of the Board of Directors at times when there is no sitting committee. In making a decision, the deciding body shall follow the timetable and rules contained in the Declaration of Covenants, Article V, Architectural Control Committee. The deciding body shall apply the following criteria in making its decisions:

**Temporary Installations:** Any temporary methods of storm protection may be put in place only during an officially declared hurricane or tropical storm watch or hurricane or tropical storm warning. Any such temporary protection must be removed within 48 hours of the ending of the warning or watch. Any damage caused to the exterior of the home by the installation must be repaired by the unit owner in a timely matter.

**Replacement Windows:** Replacement windows are the preferred form of storm protection. Replacement windows must match as closely as possible the color and grid pattern of the windows that were originally installed in the units. The original windows were white aluminum, with a nine over one grid pattern, with muntins of about 1.125 inches wide. Muntins in replacement windows may be installed between the panes of double-paned windows, rather than on the outside. Replacement

windows may be of vinyl or aluminum and must meet the current building code. Installation must be done by a licensed and insured contractor.

**Plywood:** Plywood or other materials that are attached directly to the window frame are allowed. Plywood panels must be installed in keeping with the recommendations of the Federal Alliance for Safe Homes or the Florida Building Code.

**Other Methods:** No methods of storm protection other than those listed above are allowed. However, if a unit owner believes that some other method would be suitable for the Huntington, then the owner may make application to the Board of Directors. The board may deny permission at its own discretion. Or, the board may amend these rules to allow some new method, in which case the board shall list the criteria that must be followed for the new method to be accepted. If amendments are adopted, the board could then consider the unit owner's application.

### ***Rules for Replacement Windows***

Any unit owner who wishes to install replacement windows for any purpose, such as energy efficiency, must follow the same procedures and rules as listed for installation of windows for storm protection.

**Landscaping:** Peggy Spoor asked for permission to evaluate alternative landscapers if our current ones do not improve their performance. Joan motioned to give Peggy permission. Tim Baker seconded it. A vote was taken and the motion passed unanimously.

**Architecture Review Committee:** to date, we do not have a volunteer to Chair this committee so the Board will continue to review any changes requested to our outward appearance.

**Unit 18:** there is both interior and exterior damage to unit 18. The homeowner's insurance company is questioning who is responsible for repair. Our documents tell us we are responsible only for siding (exterior). The insurance company is questioning the definition of "exterior surface". We agreed that we need a legal opinion of who is responsible for what part of the repairs so we can get the repairs completed in a timely fashion. Tim Baker motioned that we authorize our President to get a legal opinion of the responsibility on exterior surface specific to unit 18 with the understanding that the result will set a precedent. Roz Jeffrey seconded the motion. A vote was taken and the motion passed unanimously.

### ***New Business***

It was noted that unit 19 has dry wood termites. The Association covers Homeowners for subterranean termites alone so no further action was necessary. It was also noted that our vendor for subterranean termites will inspect units for dry wood termites but the Homeowner is responsible for any treatment required.

Peggy Spoor reminded everyone that it will be time for the current Board Members terms to expire in February. All Homeowners need to evaluate if they can run for the Board as we will most likely be needing new members in February.

**Adjourn:** Joan Gaughn moved that we adjourn the meeting at 8:10 p.m.

Submitted by,

Peggy Spoor  
Secretary

## ▼ **July 11**

- **Board Members Present:** Tim Baker, John McElroy, Joan Gaughn, Barbara Pacheco, Roz Jeffrey and Peggy Spoor.

**Guests:** Marlys & Milton Meckler, Jacqui & Bill Alton, Sydni Shollenberger and Judy Wray

**Convened:** The meeting was held at the Atlanta Bread Company and brought to order by our President, John McElroy, at 6:32 p.m.

**Minutes:** Minutes of the previous meeting were read by Peggy Spoor.

**Treasurer's Report** - Tim Baker reported that we are within budget through June 2005.

### **Landscaping**

**Pool landscaping** - We have received a bid from Gardner Landscape to re-landscape the pool area. The total cost is \$2,400. We have approximately \$1,800 remaining in our landscape budget. The Landscape Committee will meet to determine how we

can phase in the landscaping to fit within our budget this year and next.

**Courtyard tree update** - agreed we need to get a bid on removing the Banyan tree, having it trimmed and having its roots contained. The City Arborist said we may remove it if we like as it's a good tree in the wrong place. Peggy will coordinate with our arborist.

**Status on dead confederate jasmine** - our landscaper killed the jasmine in front of unit 12 and damaged other sections along 4<sup>th</sup> Ave N. They have replaced the jasmine at unit 12 and will continue to monitor the health of the other jasmine along 4<sup>th</sup> Ave N. They have also put a new crew on our property.

**Safety reflectors at main gate** - Peggy suggested we install safety reflectors at our main gate to prevent pedestrian accidents. John McElroy will help Peggy with purchase of reflectors as well as proper placement.

**Painting** - John McElroy had 2 paint manufacturers look at our property. Neither one feels it is necessary to paint the entire complex. They did suggest that it was time to start yearly maintenance, i.e. pressure washing the boards and fresh paint on some of the green doors. They felt we would need to totally paint the complex in 1-3 years. Peggy Spoor made a motion to allow John McElroy to have the property power washed and have some maintenance painting done on the green doors. Roz Jeffrey seconded the motion. The motion passed unanimously.

**Hurricane Protection** - Tim Baker invited Mark Barrett of Zager Windows to do a presentation on various hurricane protection devices for our windows. A discussion ensued. Tim Baker formally requested the Board to approve new windows which meet Miami-Dade requirements. The Board has 30 days to discuss rules that would govern the installation of new windows and respond to Tim Baker. A committee was formed to discuss replacement windows along with the rules governing them with a focus on keeping the outside of the Huntington looking standard, i.e. hardware and frames. The committee is currently composed of John McElroy, Tim Baker and Milt Meckler. There will be a meeting on Saturday, July 23 at 9:30 a.m. poolside to discuss this subject.

**Pool Committee** - Judy and Chuck Wray have agreed to Chair the pool committee. They will work with our pool cleaning vendor to make sure we are receiving full benefit of our contract, work with the Board on getting replacement pool furniture when the budget allows and bring any pool issues to the Board's attention.

**Architecture Review Committee** - John McElroy will continue to search for a Chair for this committee.

**Insurance** - there is a requirement in our documents that all owners must have homeowner's insurance and have it available to show to the Board once a year. Roz Jeffrey moved that each owner must submit proof of homeowners insurance to the Huntington Board (John McElroy) by August 15, 2005 and annually thereafter. Peggy Spoor seconded the motion. The motion passed unanimously.

**Old Business** - none to report

**New business** - it was noted that 2 wasp nests need to be removed from unit 18.

**Adjourn** - Roz Jeffrey moved that we adjourn at 8 p.m.

Submitted by,

Peggy Spoor  
Secretary

#### ▼ April 4

- **Board members present** - Tim Baker, Barbara Pacheco, Joan Gaughan and Peggy Spoor.

**Guests** - Joe Cronin, Marlys & Milton Meckler, and Beau Jeffrey.

The meeting was held at the Atlanta Bread Company and brought to order by our Treasurer, Tim Baker, at 6:45 p.m.

**Minutes** - Minutes from our previous meeting were read by Peggy Spoor

**Landscaping Policy** - Tim Baker submitted a consolidated Landscape Policy and Rules document to be distributed to all homeowners. It is a reflection of our current landscape policy found in our Association Documents. It also includes the roles and responsibilities of our new Landscape Committee. The Board agreed to include a copy of our current landscaping contract in the Policy and Rules document so everyone is fully aware of what we may expect of our vendor. Barbara Pacheco moved that we accept the consolidated rules as proposed. Peggy Spoor seconded the motion. The motion was approved unanimously.

**Work Party April 16** - Peggy Spoor reported that we have volunteers to help us plant flowers and re-mulch the inner courtyard. We should have plenty of mulch left over for owners to use in their courtyards.

**Swimming Pool** - the depth markers are complete. We have \$2,250. in the 2006 budget to replace and/or add to our pool furniture. The pool is scheduled to be resurfaced in 2008. We agreed that we need to have a "pool committee" similar to our landscaping committee. John McElroy will recruit a chair for the pool committee.

**Trees** - The cost to remove the tree in Unit 12's courtyard will be \$150. Joan Gaughan made a motion that we remove the tree in front of Unit 12 and offer to pay one half the cost. Barbara Pacheco seconded the motion. The motion passed unanimously. Tim Baker agreed to send a note to the owners of Unit 12 with our proposal.

**Banyan tree** - we need to better understand what is causing the movement in our curb and bricks near the Banyan tree. We will ask the arborist if he can dig his recommended trench to redirect the roots of the tree and at the same time tell us if it's the roots or the previous water leakage that has caused the damage. Peggy Spoor will work with John McElroy on this project.

**Architectural Review Committee** - Joe Cronin had kindly offered to chair our Architectural Review Committee. Tim Baker reported that in reviewing our documents, the chairman of a committee must be a homeowner. Joe had already done some excellent work on researching an acceptable screen door which allowed the Board to go forward and approve a screen door on the spot. Barbara Pacheco motioned that we approve the following screen door:

Manufacturer – Larson

Type – exterior screen door

Style – Charleston

Color – hunter green

Availability - Lowes

Tim Baker seconded the motion. The motion passed unanimously.

The next two issues that must be addressed by an Architectural Review Committee are hurricane shutters – a big priority with hurricane season approaching - and awnings facing the courtyard

Our President, John McElroy, will work on recruiting a chair for our Architectural Review Committee.

**Painting** - we have \$28,000. in our 2005 budget to paint the exterior "clappers" of our buildings. Peggy Spoor motioned that we authorize John McElroy to have 3 different paint consultants do evaluations on the condition of all exterior surfaces. Based on their recommendations, we will authorize 3 bids on painting some or all of our exterior surfaces. Barbara Pacheco seconded the motion. The motion passed unanimously.

**Insurance** - Tim Baker pointed out that there is a requirement in our documents that all owners must have insurance and have it available to show to the Board once a year. We will have further discussion when our President is available to determine how we want to handle this requirement. Additionally, we agreed to ask various insurance agents to present costs for a master community insurance policy at our next Board meeting.

**Fire Extinguishers/Safety** – Joan Gaughan will ask Symplex Grinnell to address our next meeting on replacing our fire extinguishers.

**New Business** - Tim Baker advised that we are within 5.8% of our proposed 2005 1st quarter budget

**Adjournment** - Joan Gaughan moved that we adjourn the meeting at 8:00 p.m.

Submitted by,

Peggy Spoor  
Secretary

## ▼ February 28

- The meeting was held poolside and called to order by John McElroy at 7:10 p.m.

**Board members present** - Tim Baker, Barbara Pacheco, Joan Gaughan, Peggy Spoor, John McElroy, Roz Jeffrey

**Election of Officers** – Joan Gaughan motioned that we keep all officer assignments as is. Barbara Pacheco seconded the motion. A vote was taken and the motion passed unanimously.

**Fire Inspection** - we received an opinion from our attorney confirming our position that the fire department cannot require homeowners to do anything specific on fire prevention. The fire department continues to disagree with this opinion. A discussion was had on the possibility of providing some guidance to homeowners on the fire extinguishers that were installed in most of the units when they were built. Barbara Pacheco motioned that Joan Gaughan get an estimate on the cost to inspect or upgrade homeowner's fire extinguishers. Tim Baker seconded the motion. The motion was voted upon and passed unanimously.

**Bayway Lofts** - John McElroy advised that we received a response to our appeal resulting in an April 7 hearing at 9 a.m. We will have 10 minutes on the agenda. A discussion ensued on what we want to ask for on April 7. The following suggestions were made:

Joan Gaughan suggested that what we need can be summed up in 3 words.....LIGHT, AIR, PRIVACY.

Tim Baker suggested that we ask that the project be sent back to EDC for a more complete site plan.

Tim Baker further suggested that we ask for a specific date when construction will begin or if it doesn't commence within that time, we recommend that they lose their current permit, resubmit for a new permit and comply with any new zoning rules.

**2005 HOA Board Meeting Dates** - meetings will be held on a Monday evening once a quarter. Keeping in mind that we were holding our 1st quarter meeting that evening, the following additional dates were selected: Monday, April 4; Monday, July 11; Monday, October 3; Monday, November 14 - Budget Meeting for 2006

**Annual Inspection** - the annual property inspection was completed by John McElroy and Tim Baker. There is minimal work to be completed by the Association. Homeowners have already been advised if they have work to complete that is their responsibility. The Homeowner may choose to complete the work or they may ask the Association to complete it and send them the bill.

**Architectural Review Committee** - a suggestion was made that Joe Cronin would be an excellent candidate to chair the architectural review committee. Barbara Pacheco said she would check to see if Joe was willing to help us in this area.

**Sewer Work** - Staging area on corner of 3rd Street North and 3rd Avenue North. Roz Jeffrey believes that the City's use of this corner as a staging area is not legal based on current zoning rules. Roz will call the City's Code Enforcement Office to discuss the legality and some possible solutions. Following this discussion, Roz will consult with John McElroy regarding next steps.

The meeting was adjourned at 8:15 p.m.

Submitted by,

Peggy Spoor  
Secretary

## ▼ 2004

- *(To open up a given date, click on the arrow to the left of that date)*

### ▼ January 17

- The Huntington Homeowners' Association board of directors held its organizational meeting on January 17, 2004, at the home of Joan Gaughan, unit 23. Present were Timothy J. Baker (#16), John McElroy (#26), Peggy Spoor (#11), Joan Gaughan (#23), Barbara Pacheco (#6), and Roz White (#2). Donna Woolums (#13) was absent, as she had to work. The meeting began at 11:30 a.m., immediately following the association's annual meeting and election.

#### **Election of Officers**

Mr. Baker nominated Mr. McElroy for president; Ms. Gaughan nominated Peggy Spoor as secretary; and Ms. Pacheco nominated Mr. Baker as treasurer. All of the nominees were elected unanimously.

#### **Meeting Schedule**

The board decided to meet again at 7 p.m. Monday, January 26, at the Atlanta Bread Company on 1st Avenue N. The purpose of that meeting will be to set a broad agenda for the coming year. In addition, board members said they want to set a schedule of meetings for the remainder of the year, so that all association members would know well in advance when meetings will be held. Generally, the board meets once per quarter.

#### **Adjourn**

The meeting was adjourned at noon.

Timothy J. Baker  
Secretary/Treasurer

## ▼ January 26

- Our President, John McElroy, called the meeting to order at 7:15 p.m.

### **Old Business**

The Board has received the Reserve Study Summary. Donna Woolums and Tim Baker will review the summary and make a recommendation to the Board, which will then present our proposal to the homeowners at a mid-year meeting.

### **New Business**

#### **Interior Unit Damage**

A roof leak was reported to the Board, which has resulted in interior wall damage to the unit. The Board agreed to consult with our attorney on the responsibility of the Association for interior damage as a result of exterior water damage. (Note: The attorney's opinion is that the association's responsibility is limited to exterior repair and maintenance, as specified in the governing documents. Interior repairs are the responsibility of the individual homeowner. The text of that opinion is attached to the original copy of these minutes. Click here to read the text of the opinion.)

#### **Who to Call List**

The Board agreed to publish a "who to call list" in our minutes, as follows:

Landscaping ≠ Peggy Spoor (895-4096, [pspoor@tampabay.rr.com](mailto:pspoor@tampabay.rr.com))

Finance ≠ Tim Baker (894-8206, [timbaker@gte.net](mailto:timbaker@gte.net))

Gate and General Building Maintenance ≠ John McElroy (550-9558, [jonmac@tampabay.rr.com](mailto:jonmac@tampabay.rr.com))

(If you have a light bulb out on an exterior wall, please call Tim Baker as he has become an "expert" in replacing these bulbs which can be a challenge.)

#### **Emergency Contact List**

John McElroy has suggested that we create an Emergency Contact List for all residents. We would like to know the following:

Who to contact locally if you should become sick, fall, etc.

How to contact you if you're out of town, i.e. your cell phone

Who has a key to your unit in case of fire, etc. and how do we contact them

The intent is for each Board Member to have a copy of this confidential list. It would not be published on our web site. John will send out the list to our residents for them to complete. It certainly isn't required that you share this information but it is highly recommended.

#### **Mail Boxes**

Tim Baker suggested that we have white mailboxes affixed to the side of everyone's garage doors to allow us to better communicate with the residents when we need to notify them of HOA business in writing. The savings in postage over the years would offset the cost of the mailboxes which the Association would bear. It would also make it easier for residents to communicate with one another. The Board agreed that Tim will check on various options and costs and will check with residents for their concurrence.

#### **3rd Avenue North Property**

The Board discussed the condition of the vacant property on 3rd Avenue North. John McElroy made a motion that Peggy Spoor contacts the Holiday Inn, Julians and the new Downtown Neighborhood Association so we can jointly address the issue with City Councilwoman, Virginia Littrell. The Board voted to move forward on the motion.

#### **Social Events**

The Board made plans for a social event the first half of the year:

May 2 ≠ Barbeque at the pool

Roz White volunteered to submit additional ideas on various social events for the coming year. Our Residents are also encouraged to submit ideas to the Board for social events.

#### **Meeting Schedule**

The Board agreed to the following 2004 meeting schedule:

April 5

July 12

October 4

November 15

All meetings are scheduled for 7 p.m. at the Atlanta Bread Company.

Homeowners are welcome at any and all Board Meetings. Please let a Board member know if you will be attending so we can make sure we have plenty of room. If you would like to be on the agenda, you must contact John McElroy prior to the meeting.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,  
Peggy Spoor  
Secretary

#### ▼ March 15

- Present - Board members Tim Baker, Roz White, Joan Gaughan, Donna Woolums, John McElroy, Barbara Pacheco, Peggy Spoor, and Beau Jeffrey and Sydney Shollenberger, guests.  
John McElroy, President, brought out meeting to order at 7:10 p.m.

Policies related to Association rules regarding owners use of courtyards

**Umbrellas** - Tim Baker made a motion to send a letter from our President to unit #14 describing our patio umbrella policy along with a copy of the Association rules on patio umbrellas. Peggy Spoor seconded the motion. John McElroy will follow up with a phone call to #14. A vote was taken and the motion passed unanimously.

**Courtyards** - Tim Baker made a motion to get an opinion from our Association attorney on the extent our Association has the authority to approve or disapprove changes to courtyards. Roz White seconded the motion. Once the Board receives the opinion from our attorney, they will then vote and issue a decision on the hot tub in #2. A vote was taken on the motion and it was passed unanimously.

**Landscaping proposal** - Peggy Spoor presented an informal proposal to replace various plants and shrubs throughout the property this spring for a total cost of \$900.00. She also suggested that HOA needs a 1-3-5 year landscaping plan as our plantings and trees continue to mature. The Board asked Peggy to present a more formal plan at our next Board meeting April 5.

**May 2 pool party** - we will look at possibly postponing our pool party to the Sunday over Memorial Day weekend. Roz White will meet with Peggy Spoor to discuss various social options in the upcoming year.

The Board reviewed the letter submitted by unit #24. All agreed that much of the work suggested is currently being done by the Downtown Neighborhood Association (DNA).

Joan Gaughan motioned to adjourn the meeting. Roz White seconded it. The meeting was adjourned at 8:30 p.m.

Respectfully submitted,  
Peggy Spoor, Secretary

#### ▼ April 5

- The Board of Directors of the Huntington Homeowners' Association met on Monday, April 5, 2004, at the Atlanta Bread Company restaurant on 1st Avenue North. Present were John McElroy, president; Timothy J. Baker, treasurer; and board members Donna Woolums and Joan Gaughan. A quorum being present, Mr. McElroy called the meeting to order at 7 p.m.

**Portable Spa** - At its meeting on March 15, 2004, the board discussed whether a unit owner who had placed a portable spa in a private yard required approval from the association's Architectural Control Committee or from the Board of Directors. The board referred the question to its attorney, Ellen Hirsch de Haan. At this meeting, the board received that opinion. The opinion states that the board does have the authority to regulate what is placed in private yards (including spas), but with some exceptions only to the extent that rules and regulations have been adopted. Since no rules or regulations regarding spas had been adopted, the board took no action about the existing spa.

**Yard Umbrella** - Also at the March 15 meeting a question had been raised about a brightly-colored yard umbrella that included an advertising slogan. The association does have a rule that discourages such umbrellas, but they are not actually prohibited, so no action was taken other than to alert the owner to the rule.

**Architectural Control Committee** - It was moved by Ms. Woolums and seconded by Ms. Gaughan that the board reconstitute an Architectural Control Committee as provided for in the governing documents. The motion passed unanimously. The board will seek out three non board members to sit on that committee. There has not been an active committee for several years, due to a lack of any business to conduct. The documents provide that when no committee is active, the board shall take its place.

**Rules and Regulations** - There was a discussion of rules that might be adopted to govern what can be installed or placed in private yards, especially of items that would be visible to passersby, that might adversely affect the immediate neighbors, or might be detrimental to property values. It was moved by Mr. Baker and seconded by Ms. Gaughan that the association ask Ms. de Haan for assistance in drawing up a general rule that would govern what could be placed or installed in private yards. The motion passed unanimously.

**Landscaping** - Board member Peggy Spoor sent to the board a proposal for spending about \$1,000 for some immediate landscaping needs that were not included in the 2004 budget. For example, many of the sprinkler heads that irrigate the landscaping need to be raised to accommodate landscape growth. There are also some areas where replacement plants are needed. It was moved by Ms. Gaughan and seconded by Ms. Woolums that Ms. Spoor be authorized to undertake the improvements listed, but that the funds should come from other parts of the budget, such as for mulch.

**Trees** - The board discussed, but took no action, on two issues related to trees. One is the projected cost of about \$15,000 to remove the oak trees from the pool area. All of the trees are dead or dying and present a safety hazard. The board discussed various methods of paying for the tree removal, including a one-time special assessment, or paying for the job over the course of several years through increases in the regular monthly maintenance fee. The board also discussed the possibility of removing the palm trees that stand between the buildings. The trees require regular maintenance and are not universally liked.

**Air conditioners** - Mr. Baker raised the question of replacement air conditioners, especially in the courtyard. All of the units that are in the courtyard are of the same make and model, and so have a standard appearance. But, that uniformity of appearance will be lost once the owners begin to replace them, unless some standard is established. The board discussed the matter and agreed that it would be impractical to require everyone to have the same unit. Mr. McElroy noted that he had built a lattice enclosure for his unit, which hides it from sight but does not block air circulation. The board informally agreed that a similar solution might be used for the courtyard units. No official action was taken on the matter.

**Reserve Funding** - Mr. Baker and Ms. Woolums reported to the board on a reserve study that the board had commissioned from Armstrong Consulting Inc. That study includes a detailed analysis of all the elements of the Huntington that are the responsibility of the association, including roofs, siding, the swimming pool, brick paving, etc. The analysis includes the condition, replacement cost and life expectancy of these elements, along with a plan for financing the necessary reserves to pay for maintenance and replacement.

The committee made two recommendations to the board, both of which were adopted unanimously:

1. The committee recommends that the association accept the cash flow funding approach to maintaining reserves, as detailed in Armstrong Consulting Inc.'s "2004 Reserve Study for the Huntington Homeowners' Association" dated January 16, 2004, which anticipates cumulatively increasing reserves funding by 5.6 percent per year beginning January 1, 2005."
2. The committee recommends that an annual review be made by the board to determine whether conditions, costs, replacement schedules, and reserves are materially the same as anticipated, as shown in Armstrong Consulting Inc.'s "2004 Reserve Study for the Huntington Homeowners' Association" dated January 16, 2004, making annual adjustments to the budget and/or monthly fees as needed to provide sound fiscal management of the Huntington reserves."

**Note:** In 2004, the budget calls for a reserve contribution of \$12,000, which amounts to \$37.04 per unit per month. Under the adopted plan, that contribution in 2005 would increase by \$2.07 to \$39.11. By 2023, the month contribution per unit would increase to \$104.29.)

## ▼ May 25

- **Present:** Tim Baker, Peggy Spoor, Joan Gaughan, Roz White, John McElroy, Donna Woolums, Barbara Pacheco.

John McElroy, President, brought the meeting to order at 7:10 p.m. The purpose of the meeting was to review adhoc HOA projects and determine what the expenses will be versus our 2004 budget.

**Trees by the pool.** The City of St. Petersburg has advised us that the 3 trees by the pool should be removed as they are diseased. Peggy Spoor is in the process of obtaining at least 3 bids. She will ask the vendors to submit the cost of removal of one tree at a time as well as a bid to remove all three at the same time. We expect to have all bids in by June 15.

**Exterior rotted wood** in units 7, 13, 15, 19. John McElroy has received a bid to repair all four units at a cost of \$523.69. Barbara Pascheco moved that we accept the bid and move forward on the repairs to these units. Peggy Spoor seconded the motion. The Board voted and agreed unanimously to have the repair work done.

**Roof gutter cleaning.** We are awaiting a bid on the cleaning of the roof gutters throughout the property. Landscaping. Our Landscaper has occasionally been doing maintenance on our property early Saturday mornings. Peggy Spoor will ask Ian Lightfoot to do maintenance during the workweek unless there are unusual weather problems that would prevent it. Memorial

**Weekend Barbeque** D Roz White reported on the plans for our upcoming barbeque.

**Architectural Review Committee.** We agreed to move forward in soliciting homeowners to join this committee.

**Lint Removal from Dryers.** Barbara Pacheco has scheduled this for Saturday, June 12 and is coordinating with individual owners to insure that either they be home June 12 to allow the vendor access or to leave a key with Barbara so she can open their unit.



**Adjourn.** The meeting was adjourned at 8:10 p.m.

Respectfully submitted,  
Peggy Spoor, Secretary

## ▼ July 12

- Board Members Present: Tim Baker, Peggy Spoor, Joan Gaughan, Roz White, John McElroy, Donna Woolums, Barbara Pacheco

Guests: Marylou Armendinger, Sally and Jim Stull

Quarterly Financial Report - Our Treasurer, Tim Baker, presented our mid-year financial report (see budget notes at the end of these minutes). We are in the "red" in quite a few areas due to price increases from our suppliers and we have had some "must do" immediate expenses that were not anticipated. Our keypad to open our front gate from the street is broken. We received two estimates to fix it. One from the original installer, TEM, for \$850.00 and one from Bayfront Locksmith, who does the locks on our pedestrian gates, for \$700.00. Joan Gaughan moved that we accept the bid from Bayfront and get the front gate fixed quickly. Peggy Spoor seconded the motion. A vote was taken and the motion was approved unanimously. Additionally, we voted unanimously to move forward on repairing the areas of rotten wood throughout the property at a cost of \$500.00. The additional expenses will be taken from reserves at this time. The Board agreed that we would discuss replenishing our reserves at our next meeting. Barbara Pacheco moved to accept the mid-year financial report. Peggy Spoor seconded the motion.

Removal of trees by the pool - The three large oak trees at the east end of the pool are diseased and must be removed as soon as possible. We have had three arborists on site and all agree the trees are posing a threat to our buildings should they come down in high winds and/or lightning. Peggy Spoor obtained three bids to have the trees removed. We received one bid for \$12,000. and two others for approximately \$6,500. Additionally, the City of St. Petersburg will require us to replace these trees (not necessarily with the same type of tree). There was discussion on how we will pay for this large expense since it is out of budget. Donna Woolums moved that we have all three trees removed as quickly as possible by Bay City Tree Service at an approximate cost of \$6,500 and that we approve a special assessment of up to \$300.00 per unit to include the removal and replacement of the three trees. The assessment will be payable by the Homeowners by October 31, 2004. Barbara Pacheco seconded the motion. A vote was taken and the Board approved the motion unanimously.

Sprinkler System and Cost Savings - as part of her landscaping responsibilities, Peggy Spoor applied for a free City of St. Petersburg analysis of how efficiently we are using our water. The Huntington uses potable water, which is very expensive, i.e. our annual water/sewer/garbage collection budget is \$18,000.00. The City fixed our rain gauge, which will turn off the sprinklers if it rains in the previous 24 hours and they also reset our entire sprinkler system to water more often but for a short period of time, i.e. currently we are watering 40 minutes at a time, which is excessive and encourages substantial water runoff. The new sprinkler schedule (Tuesday and Saturdays) will still encourage deep root systems but at a reduced expense. Additionally, the City encouraged us to continue with our current policy of removing all grass and replacing it with native ground cover and plants which would allow us to replace our current sprinkler system with a low volume system which should provide for further substantial water savings. Peggy Spoor will work on a long-term landscape and irrigation plan with the intent of providing further cost savings.

Gutter cleaning and discoloration - The gutter cleaning has been completed thanks to the efforts of Dave Egbert. The cost for this cleaning will be taken out of reserves with the intent of replenishing reserves. We further discussed the discoloration on some of the trim. The Board agreed to review painting the trim and perhaps all exterior surfaces in 2005.

Future schedule for dryer vent cleaning and gutter cleaning - the Board agreed to discuss this subject when we work on the 2005 budget.

Architectural Review Committee - It was decided that the time has come to create an Architectural Review Committee. Our By-Laws provide for the creation of this committee should we deem it necessary. In the past, the Board has reviewed any architectural issues. This new committee works independently of the Board. If there are any homeowner disagreements on what the Committee has approved, the homeowner may appeal to the Board. Jim Stull has volunteered to be Chairman of the new Architectural Review Committee. Suggestions were made that Cindy Maka and Dave Egbert were interested in participating as well. One issue at hand is the addition of awnings on windows facing the courtyard.

New Business - There is a large crack in the cement by unit # 16. We are scheduled for our annual review by our Huntington Engineer of Record so we will ask him/her to check this area.

Landscaping - Peggy Spoor asked for permission to put our weekly landscaping work out to bid. We have had our current landscaper for the past 5 years and feel that it is appropriate to go out to bid to ensure we are being good stewards. Barbara Pacheco made a motion to authorize Peggy Spoor to get landscape bids. Joan Gaughan seconded the motion. A vote was taken and the motion was approved unanimously.

Adjourn - The meeting was adjourned at 8:35 p.m.  
Peggy Spoor, Secretary  
Secretary

**Treasurer's Report:** The first six months of the year were difficult in terms of our annual budget, due to some price increases from suppliers, and also from some unanticipated repairs that had to be made. I would recommend to the board that we pay some of these expenses from our reserve accounts, with the intention of replenishing that money in next year's budget. That would mean some increase in 2005 in the monthly maintenance fees to make up for the reserve expenditures. As an estimate, this would amount to about \$2,000. The cost to replenish that amount would be about \$6 per month per unit in 2005. Here are some of the specifics:

.. The cost of our termite protection went up \$169, from \$2,445 to \$2,614. All of this amount was paid in the first half of the year.

.. We spent \$650.47 on professional fees in the first, exceeding our annual budget by about \$250. This was due to the necessity of getting a couple of legal opinions from our lawyers. There shouldn't be any further expenses in this category for the remainder of the year.

.. The cost of cable TV went up by \$42 per month, for a total of \$252 for the first half. By the end of the year, we will be \$504 over budget on that item.

.. The biggest item was for repairs. We budgeted \$2,500 for the year, but in the first half spent more than \$2,600. The large repair items included about \$700 to repair the front gate in January; \$500 to repair some light standards in the courtyard; and \$1,350 to remove lint from all the dryers. In addition, two large bills were due in early July, \$1,025 for gutter cleaning and repair, and another \$800 to repair the front-gate kiosk.

Timothy J. Baker  
Treasurer

#### ▼ September 14

- The meeting was held at the Atlanta Bread Company on 1st Avenue North and called to order by our President, John McElroy, at 7:05 p.m.

**Board Members Present:** Tim Baker, Barbara Pacheco, Joan Gaughan, Peggy Spoor, John McElroy and Donna Woolums

**Guests:** Sandi and Wood Sproat - #25; Chuck Wray - #5

**Minutes:** minutes of the July 12, 2004 meeting were read by our Secretary, Peggy Spoor.

**Rescinding of Special Assessment for tree removal:** Tim Baker made a motion to rescind the special assessment for tree removal, authorize the Treasurer to use reserve funds to pay for the tree removal, and replenish the reserves in the 2005 budget.

Donna Woolums moved that we accept the motion. Peggy Spoor seconded the motion. A vote was taken and the motion was passed unanimously.

**Budget Update:** our Treasurer, Tim Baker, noted that we will have to increase our monthly maintenance fees in 2005 by \$25.00 a month for 12 months in order to replenish our reserves as a result of the tree removals by the pool.

**Landscaping bids:** Peggy Spoor is still awaiting responses to the bids she put out for our landscape maintenance work.

**Hurricane protection:** the Board would like the new Architectural Review Committee to take a proactive role on the type of hurricane window protection devices Huntington home owners use as well as when they are used. As a result, a motion was made that:

Anyone wanting to install hurricane protection must have product approval of the Architecture Review Committee and, once the product is approved, a homeowner may have removable hurricane protection on windows only when we are under a tropical storm warning or watch and/or a hurricane warning or watch.

Peggy Spoor moved that we accept this motion. Donna Woolums seconded the motion. A vote was taken and the motion was approved unanimously.

**Hazard Insurance:** Tim Baker voiced a concern that when we have a cash sale of a unit, the owner is not required to have hazard insurance. The concern is that should a tree fall on an entire building, only parts of the building would be insured. The same applies to a fire in a building. We will consult with our attorney to see if we can require all home owners to have hazard insurance. Meanwhile, John McElroy and Tim Baker will check to see if we can get a bid from an insurance company for the entire complex thereby providing a volume cost savings to individual owners.

**Termite update for unit 17:** Unit 17 closed recently and soon after found that they had drywood termites. The termite company providing the inspection for closing guarantees their work for one year so unit 17 was treated immediately. Our

Huntington contract with Terminex only covers subterranean termites.

**Update from Architectural Review Committee:** no report

### **New Business**

**Patios:** we had a discussion on whether we should provide incentives to home owners to remove grass and replace it with a full brick patio. We decided not to move forward on this suggestion due to overall cost. Chuck Wray was present to share his concern that there were Board Members entering the courtyards without homeowners' or the Board's permission to secure potential flying objects prior to Hurricane Charley. The Board agreed that any future entry to courtyards would be approved by the Board prior to entry.

The meeting was adjourned at 8:30 p.m.

Submitted by,  
Peggy Spoor  
Secretary

### ▼ **November 15**

- The meeting was held at the home of resident and Board member, Joan Gaughan, and called to order by our President, John McElroy, at 7:00 p.m.

#### **Board Members Present:**

Tim Baker, Barbara Pacheco, Donna Woolums, Joan Gaughan, Peggy Spoor, John McElroy, Roz White

**Guests** - Marlys and Milton Meckler #17; Nancy Vildibill #14; Joe Maka #18; and Dave Egbert #4

Minutes - Secretary, Peggy Spoor, read minutes of the previous meeting. A correction was noted on the minutes. Roz White motioned to approve the minutes as corrected. Tim Baker seconded the motion. A vote was taken and the minutes were approved unanimously.

**2005 Budget** - Tim Baker presented two budget proposals for 2005. The primary drivers of next years budget will be; a) replenishing our reserves used to remove the trees by the pool and b) the cost of landscape maintenance. Dave Egbert voiced a concern that the proposed increases in monthly homeowners dues were inappropriate. A lively discussion ensued. Joan Gaughan made a motion that we defer voting on the 2005 budget until we have additional information on the potential landscape maintenance companies. Tim Baker seconded the motion. A vote was taken and the motion passed unanimously. The Board agreed to meet again on Monday, November 22, 2004 at the Atlanta Bread Company at 7:00 p.m. to settle on our 2005 budget.

**Update from Architectural Review Committee** - There was nothing new to report. John McElroy will check to see if the committee is still interested in moving forward. Additional members recommended would be Cindi Maka and Joe Cronin.

**Pridgen Bayloft Project** - The Economic Development Commission (EDC) has delayed reviewing this project until January as the project is awaiting FAA approval due to the height of the proposed building. Tim Baker reported that the City is leaning toward approving this project. Tim Baker has been authorized by the Downtown Neighborhood Association (DNA) to speak on their behalf at the EDC meeting when this project hits the agenda. We need Huntington representation as well to voice our concerns about the size of the project. Major concerns are:

The amount of traffic that will be utilizing the alley between the Huntington and the proposed project.

The noise resulting from sounds of car engines heading up and down the car parking ramps. We would want to have the garage enclosed to reduce noise.

Discussion was had on the need to start documenting our engineering and building structure concerns.

**Database of Home Owner Emergency Contact Information** - John McElroy will have a form for the Board to review prior to presenting the idea to our Home Owners.

**Holiday Party** - a suggestion was made that we have a casual Holiday party in the courtyard, i.e. everyone brings a dish, etc. Joan Gaughan agreed to coordinate with the help of John McElroy, Barbara Pacheco and Peggy Spoor.

**Landscape Update and Issues** - the majority of this topic was discussed during 2005 budget. Briefly, Peggy Spoor contacted 11 landscape maintenance companies and irrigation specialists. We now have the bids down to two companies.

**New Business** - it was pointed out that the glass cover on the gate entry panel is faded to the point you cannot read the numbers. Tim Baker will have it replaced.

The meeting was adjourned at 8:50 p.m.

The Board reconvened on Monday, November 22, 2004 to finalize our 2005 budget.

John McElroy called the meeting to order at 7:00 p.m. All Board members were present.

**Fire extinguisher inspections** - Tim Baker took this opportunity to advise us that the St. Petersburg Fire Department is telling us that City Ordinance requires any multi family dwelling with 3 or more units to have an annual fire extinguisher inspection at a total cost of \$210.00. A discussion ensued on whether or not the Fire Department can require us to have inspections. We decided we did not have enough information at this time to make any decision. Tim Baker is awaiting paperwork from the Fire Department that we hope will provide clarification.

**Landscape Review** - Peggy Spoor reviewed our final bids from 3 landscaping companies. Joan made a motion to select Tommy Todd Landscaping, a well-known and respected company, as our new vendor. Barbara Pacheco seconded the motion. A vote was taken and the motion was approved unanimously. Peggy made a motion to terminate our current landscape vendors with a 30 day written notice. Roz White seconded the motion. A vote was taken and the motion was approved unanimously.

**2005 Budget** - Barbara Pacheco moved that we approve the 2005 Budget which will drive a \$235.00 monthly maintenance fee. Joan Gaughan seconded the motion. A vote was taken. The motion and therefore the 2005 budget were passed unanimously.

**Holiday Party** - Joan Gaughan suggested we have our covered dish Holiday party in the courtyard December 12. There were no objections to the date.

**New Business** - Roz White suggested we need a new grill by the pool as the inside is rusted. We will see if we can find some money in the 2005 reserve budget to replace it. In our 20 year plan, the replacement of our grill is scheduled for 2006.

The meeting was adjourned at 8:05 p.m.

Submitted by,  
Peggy Spoor  
Secretary

## ▼ 2003

- *(To open up a given date, click on the arrow to the left of that date)*

### ▼ February 27

- The Board of Directors of the Huntington Homeowners' Association met on Thursday, February 27, 2003, at the home of Sydni Shollenberger. All board members were present, including Dave Egbert, Timothy J. Baker, Ms. Shollenberger, John McElroy, Barbara Pacheco and Peggy Ann Spoor.

#### **Election of Officers**

After some discussion, it was moved by Ms. Shollenberger that the following officers be elected: Mr. Egbert, president; Mr. McElroy, vice president; Ms. Shollenberger, secretary; and Mr. Baker, treasurer. The motion passed unanimously.

#### **Committees**

Mr. Egbert made the following committee assignments:

Grounds maintenance: Mr. Egbert.

Building maintenance: Mr. McElroy

Swimming pool: Ms. Spoor

Social: Ms. Pacheco and Ms. Spoor

Communications (web site, etc.): Mr. Baker

#### **Adjourn**

The meeting adjourned at about 8:30 a.m.

Submitted by Timothy J. Baker  
Treasurer  
2/27/2003

## ▼ July 15

- The Huntington Homeowners Board of Directors met at the home of board member Sydni Shollenberger, 350 Second Street North, #24, at 7:30 a.m. on Tuesday, July 15, 2003.

Present were: Dave Egbert, Tim Baker, John McElroy, Sydni Shollenberger, and Peggy Ann Spoor. Barbara Pacheco was excused.

President Egbert called the meeting to order at 7:35 a.m.

The following items were discussed.

### **(1) Proposed Bayway Lofts highrise development**

Tim Baker has kept tabs on the proposed development and has informed Huntington residents of the status of the proposal and its review by City staff. Here is an excerpt from his last report sent by e-mail to Huntington homeowners on July 10:

"John Hixenbaugh just called me. He said the city has sent a formal letter to Mr. Pridgen advising him that it is rejecting his claim of open space on a rooftop. That also negates his claim of unlimited development rights.

"The city has also postponed the hearing that was scheduled for August. The reason for the postponement is that the city wants to hear from the FAA about any potential conflicts between the proposed building and flight paths to Albert Whitted Airport. Previous projects (the Vinoy, the Cloisters, the Florencia and the Bank of America Tower) have all received waivers from the FAA, and the city did not pay much attention to any potential height problems. This project is so much bigger than any of those that the city wants to be sure the FAA is okay on this.

"I will try to keep on top of this issue, and I still say it's a good idea for people to write the Mayor with their thoughts."

### **(2) Pool area paving**

John McElroy showed the group the proposal from Paving Concepts, Inc., along with photographs of work the company has completed for other customers. Work on regrading the former landscaped area and expanding the paved area is expected to commence within the next two weeks.

### **(3) Landscaping**

Dave Egbert reported that Ian Lightfoot who maintains landscaping at Huntington has pointed out evidence that the largest oak tree at the east end of the pool is declining. Dave intends to have the tree examined by a licensed arborist to (1) see what can be done to prolong the tree's life and (2) to give an estimate of the lifespan so that the Association can budget reserves for removal. Another of the three live oaks at the pool--the one that overhangs the alley retaining wall--is dead and will be removed entirely.

Peggy Spoor noted that the Indian hawthorn shrubbery around the perimeter of Huntington has a lot of weeds. Dave responded that the landscaper has worked to keep them under control and they are not as abundant as once was the case. As herbicides have lost toxicity in order to preserve the environment, they have also lost strength and are not as effective in removing weeds.

As social co-chair with Barbara Pacheco for the Association, Peggy said she would look toward planning a weeding party for early fall.

### **(4) Lighting**

An electrical contractor is in the process of repairing the decorative lighting in the courtyard by replacing bulbs and ballasts.

### **(5) Legal Documents**

Tim Baker reported that the Association documents, amended at the annual meeting in February, have been recorded with the County and State and returned to the Association by the attorney.

### **(6) Reserve Study**

Tim Baker, board treasurer, explained that a Reserve Study is a comprehensive engineering review that would establish the condition of common elements at Huntington and provide an estimated timetable of replacement or repair for walls, gates, fences, pool, roofs, cabana, and so on. With major construction proposed across the alley, it is important to have the study completed as a baseline comparison should damage to the common elements occur as a result of the construction activity.

Sydni Shollenberger moved, Peggy Spoor seconded:

MOTION: That the Board be authorized to seek estimates for a reserve study of all common elements and that the lawyer be contacted for advice on other measures to protect Huntington property interests during the construction process.

The motion was unanimously approved.

**(7) The next scheduled board meeting** is set for Tuesday, November 18, 2003, and will include presentation of the proposed budget for 2004. The meeting place will be determined at a later date.

The meeting was adjourned at 8:40 a.m.  
Respectfully submitted  
Sydni Ann Shollenberger Secretary

#### ▼ November 18

- The board of directors of the Huntington Homeowners Association met on Tuesday, November 18, 2003, at the home of association president Dave Egbert. All board members were present, including treasurer Timothy J. Baker, John McElroy, Peggy Spoor and Barbara Pacheco.

#### **Budget**

The board unanimously approved a budget for 2004, which will require a monthly maintenance fee of \$200 per unit, an increase of \$10 over the current year. A copy of the budget is attached to these minutes. (Click here to view budget.)

The increase in the maintenance fee was necessitated by two items:

- The City of St. Petersburg in November increased the price of water by about 14 percent, and the price of sewer service by about six percent. As a result, we increased our budget for city services from \$17,000 in 2003 to \$18,000 in 2004. In addition to sewer and water, this budget line also covers garbage pickup, which was not increased.

- The amount to be contributed to our general reserve fund was increased by \$1,100, from the current \$2,400 to \$3,500. This was done to offset some expected expenses that will be paid for from the general reserve fund in the coming year. The board expects to spend about \$2,000 for tree removal in the pool area. We have been advised by both our own landscape contractor and by the city forester that the large oak trees along the fence are all dying and will need to be removed over the next several years. So, this will be an ongoing project. Also, the board expects to conduct a reserve analysis in the coming year, at a cost of about \$1,500. The general reserve fund is projected to be about \$6,500 at the end of this year. Since the projected expenses and the budgeted contribution are equal, the fund should end up 2004 about where it is now.

#### **Reserve Study**

It was moved by Mr. Baker and seconded by Mr. Egbert that the board accept the bid from Armstrong and Associates Inc. to perform a reserve study for the Huntington, contingent on acceptable references. The motion passed unanimously. Mr. McElroy will be making the arrangements for the study.

The purpose of the study will be to assess the current condition, expected life span, and eventual replacement cost of all common property at the Huntington, and also of the private property that is maintained by the association. The common property includes such things as the swimming pool and cabana, the courtyard and the alley wall. Private property that is maintained by the association includes the roofs and siding on all the buildings. The study will also include recommendations on how to pay for future maintenance.

Armstrong and Associates has a web site at [www.armstrongassoc.net](http://www.armstrongassoc.net).

#### **Nominees for Board**

Mr. Egbert, who has served as association president for the past three years, said he will not be a candidate for the board in 2004. He said he is stepping aside to give others the opportunity to serve on the board. Anyone who would like to serve as a director should get in touch with Mr. McElroy (550-9558 or [jonmac@tampabay.rr.com](mailto:jonmac@tampabay.rr.com)) or Mr. Baker (894-8206 or [timbaker@gte.net](mailto:timbaker@gte.net)). The board meets four times per year. According to the association bylaws, the board must have a minimum of three members and a maximum of seven. Directors are elected at the Annual Meeting and serve for one year. Officers are elected by the board.

Board members who have said they will seek re-election are Mr. Baker, Mr. McElroy, Ms. Spoor and Ms. Pacheco. That means that three additional board members could be added. Anyone who wishes to run for election is automatically placed on the ballot at the Annual Meeting. If seven or fewer people run for the board, then all the nominees are elected. If more than seven run, then an election will be held and the seven highest vote getters will be elected.

The Annual Meeting was scheduled for the morning of Saturday, January 17. The exact time and location will be announced later. We have previously met in the dining room of the Park Place, but that building is being converted to condominiums and the dining room wing is being torn down.

Timothy J. Baker  
Treasurer  
11/20/2003

## ▼ 2002

- *(To open up a given date, click on the arrow to the left of that date)*

### ▼ February 5

- The board of directors of The Huntington Homeowners' Association Inc. met on Tuesday, February 5, at the home of Tim Baker. All board members were present, including Mr. Baker, Dave Egbert, Barbara Pacheco, John McElroy and Sydni Shollenberger.

#### **Election of Officers**

The main order of business was to elect board officers. By a unanimous vote, Mr. Egbert was re-elected as president and Mr. Baker was re-elected as secretary/treasurer.

#### **Policy Manual**

Mr. Egbert reported that he and Mr. Baker had begun to put together a policy manual for the owners at the Huntington. The intention is to produce a short document that describes in everyday language the responsibilities that the association has to the owners, and vice versa. The policy manual will also include the rules for use of the common property, including the courtyard and the swimming pool. A first draft of the manual was passed out to the board members for comments and suggestions. Once those are received, Mr. Egbert and Mr. Baker will produce another draft that will be presented to the board for action.

#### **Termite Protection**

The owners who were present at the annual meeting on January 26 directed the board to look into the possibility of the association taking responsibility for protection against drywood termites. Currently, the association has a contract with Terminix International to protect against subterranean termites. That contract does not cover drywood termites, or other wood-destroying organisms such as carpenter ants.

The board sought a bid from Terminix for drywood coverage. Their proposal is that the exposed wood in the attics of all the units be treated with a chemical (borates) that prevents or mitigates against infestations by drywood termites, and that the association then buy an annual termite policy that would cover all the units. The initial cost of treatment would be \$500 per unit, for a total of \$13,500. The subsequent annual termite policy would cost \$1,620, or \$60 per unit. Under the policy, terminix would inspect all the units at least once and would treat any termite infestations that were found. Additional inspections could be requested at any time by any unit owner. There would be no cost to the homeowner for the inspections or treatments. This would include tenting a building, if that became necessary.

The same attic treatment and annual policy are available to individual homeowners now, according to a Terminix representative. However, the cost would be considerably higher if done on a unit-by-unit basis. Legal problems could also arise if one unit owner wanted a building to be tented, but the other owners in that building did not.

The board decided to seek proposals from other companies before proceeding. Mr. McElroy was given that task. If the board does decide to proceed, it will prepare a detailed proposal and present it to the owners for a vote. One possibility would be to levy a special assessment to cover the initial cost of attic treatment, and then to include the subsequent annual cost in the association budget. The Terminix proposal would require a special assessment of \$500, and would add \$5 per month per unit to the association's operating expenses. (Minutes submitted by Timothy J. Baker, secretary/treasurer.)

### ▼ March 19

- The Board of Directors of the Huntington Homeowners' Association met on March 19, 2002, at the home of president Dave Egbert. All directors were present, including Mr. Egbert; Timothy J. Baker, secretary/treasurer; and Sydni Shollenberger, Barbara Pacheco and John McElroy, directors.

#### **Policy Manual**

Mr. Baker presented to the board a proposed policy manual for the Huntington, which was put together by Mr. Egbert and Mr. Baker. The manual was designed as a quick reference for Huntington owners, and summarizes the various rules and policies that govern the association and the use of association property. In addition, several proposed new policies were included in the manual, mainly to formalize procedures that were already being followed on an informal basis.

On a motion by Ms. Shollenberger, seconded by Mr. Egbert, the board accepted the manual, including the new policies, and directed that copies be distributed to all owners.

The new policies are:

- Delivery trucks. Trucks with more than six wheels are prohibited from using the courtyard. Owners are asked to direct larger delivery vehicles to park on the public streets or in the alley. (UPS and FedEx trucks have six wheels, and are fine, as are most U-Haul type delivery trucks.)
- Damage to building exteriors. When the board finds exterior damage that needs to be repaired by an individual owner, it will send a letter of notification to the owner. If the repairs are not made within 60 days, then the association may elect to have the repairs made and bill the owner. After receiving the bill from the association, the owner will have 60 days to pay the bill. (The circumstances under which an owner is responsible for exterior repairs are contained in the association's official documents. The new policy adds only the timetable.)
- Signs. Individual owners may not post any signs on the common property. This includes the fence that borders the swimming pool area and the alley wall. (Some signs are allowed on private property, in accordance with the official documents.)
- Maintenance Fees. Monthly maintenance fees are due on the first day of each month. On the tenth of each month, the association treasurer will:
  - Send out a reminder notice to any owner whose payment for that month has not yet been received. (According to the official documents, payments are considered late as of the 10th of the month.)
  - Send out an overdue notice to any owner whose payment for the previous month has not yet been received.
  - Send out a letter to any owner whose payment for two months earlier has not yet been received. This letter will inform the owner that the association will pursue legal avenues to collect the overdue fee.
- Patio Paving. Owners may install additional brick paving in a courtyard, but only with pavers that match the original pavers. (The association can supply the name of a company that will install the proper pavers.)
- Shrubs. Homeowners may install additional new plants and shrubs that will be less than five feet in height when mature. However, it is each owner's responsibility to maintain such plantings.

### **Termites**

At the annual meeting in January, 2002, the owners directed the board to investigate the possibility of contracting with a pest-control company to treat all the buildings for drywood termites, and then to provide insurance against any future infestations. Mr. McElroy was assigned this job and reported to the board that he had talked with representatives of many companies, and the consensus was that it would be a waste of money to proceed with a drywood program at this time. Generally, the advice that Mr. McElroy got was that we don't need to consider such a program for at least another four to six years.

The initial cost of treatment would be approximately \$500 per unit, with an annual cost after that of about \$75 per unit.

The board accepted Mr. McElroy's report. As an alternative to beginning a drywood termite program now, the board will consider adding to association reserves beginning in 2003, so that at some future time drywood prevention and treatment could be undertaken without any special assessments.

Mr. McElroy noted that the swarming period for drywood termites is coming up. He said that the pest control people suggested that during the months of April and May, porch lights be turned off and front doors be kept closed as much as possible.

(Note: The association does have a contract for treatment and prevention of subterranean termites, a different species that causes significant damage much more quickly than drywood termites.)

### **Mulch**

The board received a couple of complaints about the mulch that was recently put down by our landscape contractor. One complaint was that the mulch was piled against air conditioners, which could cause the units to prematurely rust, and could also impair efficiency. Mr. Egbert said he will investigate the cost of replacing the mulch around the units with stone. If feasible, the board may add that to next year's budget. Meanwhile, individual owners may put in their own stone if they so desire. Also, there was a complaint from our pest-control representative that the mulch had covered up the green termite traps. Mr. Egbert said he has spoken with Terminix and resolved the problem.

### **Thank Yous**

The board wants to thank Ray Easterlin, who pulled some strings at City Hall and got the two crooked oak trees along 4th Avenue straightened out. Also, thanks go to Joan Gaughan and John and Robin McElroy for throwing a nice party in the courtyard on St. Paddy's Day.

(Minutes submitted by Timothy J. Baker 3/20/2002)

## ▼ **July 9**

- The Board of Directors of the Huntington Homeowners' Association met on July 9, 2002, at the home of president Dave Egbert. Directors present were Mr. Egbert; Timothy J. Baker, secretary/treasurer; and Sydni Shollenberger and John McElroy, directors. Director Barbara Pacheco was absent.



### **Budget**

Mr. Baker presented the board with a covering the first six months of the year. With some minor exceptions, expenses and income were in line with the budget projections. Mr. Baker noted that there have been many news reports of rising insurance rates, but to date the association has not seen any significant increases. He warned that that could change, however.

### **Bylaws**

On motion of Mr. Egbert and a second by Ms. Shollenberger, the board authorized the Bylaws Committee to meet with the association's lawyer to take the next step in preparing a list of proposed revisions to the association's governing documents.

Previously, the committee members (Mr. Baker and Ms. Shollenberger) had met with the association lawyer to draw up a list of suggested changes, but the actual language for the amendments has not been prepared. Once the lawyer prepares the actual language, the board must decide if it wants to proceed with adoption of some or all of the amendments.

None of the proposed amendments are intended to change the way the association operates. Rather, they are designed to clarify some sections of the documents; to make the documents internally consistent; and to make the documents consistent with state law.

Ms. Shollenberger said she hopes to have a final proposal by some time in October.

### **Gate Clicker**

The board discussed periodic problems that arise with the clicker that opens the main gate from inside the courtyard. The system currently operates via a remote-control unit inside the metal post that sits by one of the mail kiosks. The problem is that the remote-control unit sometimes just doesn't work.

Mr. McElroy was delegated to meet with Bayfront Central Locksmith to investigate a more reliable system. One possibility would be to move the post closer to the gate, and to directly wire the gate button to the gate motor. This would do away with the remote-control unit.

### **Cable TV**

Mr. McElroy told the board that he and Mr. Baker had attended a recent trade show for homeowner associations, and learned there that cable television might be available to the Huntington at a greatly reduced cost. Currently, the Huntington owners all contract individually with Time Warner for cable TV, at a rate of about \$30 per month for basic service. However, homeowner associations can also have a group contract. Other nearby associations do this, and receive the basic cable service for about \$15 per unit.

With a group contract, the cost of cable is included in the monthly maintenance assessment. Owners remain free to add such premium services as HBO or Road Runner. The additional cost for premium services would be billed separately to the individual owner.

Mr. Egbert delegated himself to gather more information on this.

### **Pool Landscaping**

Board members briefly discussed the lack of privacy in the pool, caused by the trimming back of the shrubbery along 3rd Street N. The board will look into possible solutions to this, including temporary ones that might be used until the shrubbery grows back.

## **▼ November 14**

- The Huntington Homeowners' Association Board of Directors met on November 14, 2002, to consider a proposed budget for 2003. The budget was adopted, and means a monthly maintenance fee in 2003 of \$190 per unit. The board also appointed a nominating committee to recruit candidates for the Board of Directors for 2003, and discussed a few other items. The meeting was held at the home of association president Dave Egbert. All directors were present, including secretary/treasurer Timothy J. Baker and directors Sydni Shollenberger, Barbara Pacheco and John McElroy.

### **Budget**

Mr. Baker presented to the board a budget proposal for 2003 that calls for total expenditures of \$62,510 and a monthly maintenance fee of \$190. This equals the current monthly fee of \$175, plus \$15 per month for the newly added cable television service. In addition to the monthly maintenance fees, \$900 will be carried over from the current budget to the next budget. A motion was made by President Dave Egbert and seconded by Sydni Shollenberger that the budget be adopted as proposed. The motion passed unanimously. A copy of the budget ([click here to view](#)) and some explanatory notes ([click here to view](#)) are attached to these minutes.

### **Nominating Committee**

Ms. Pacheco and Mr. McElroy agreed to serve as a nominating committee for 2003. Their job will be to recruit candidates for the Board of Directors for 2003. The current bylaws call for a five-member board to be elected by the association members,

with officers then chosen by the board members. Anyone who is interested in serving on the board should contact Ms. Pacheco ( 895-3138, [BPacheco1124@aol.com](mailto:BPacheco1124@aol.com)) or Mr. McElroy (550-9558 or [srobin902@aol.com](mailto:srobin902@aol.com)). Anyone who wishes to run for the board will be placed on the ballot at the 2003 annual meeting.

#### Bylaws

Ms. Shollenberger reported to the board that the Bylaws Committee would be ready to report to the board on a set of proposed changes to the association's operating documents by early December. Ms. Shollenberger and Mr. Baker have been working with the association's attorney to draft a set of proposed changes. The changes are aimed at making the documents internally consistent, consistent with state law, and more clear. No changes are being proposed in the way the association functions. The board will meet on December 5 to hear the report. If the board accepts the report, then the amendments would be presented for a vote at the annual meeting in 2003.

#### Property Maintenance

- The board has had continuing problems with gutters, in that some of them regularly fill up with leaves, and several downspouts have been crushed by automobiles. Mr. McElroy was delegated to seek a contractor who could clean the gutters that need cleaning, and also give the association an estimated cost for screening those gutters, and for replacing the crushed downspouts.

- Also, Mr. Baker said that next year he and Mr. McElroy would obtain an analysis of the current state of the Huntington roofs, including the expected lifespan and estimated cost of replacement in the future. The purpose of this would be to determine if the proper amount of reserves are being set aside for the roof fund. They will also look into doing similar analyses of other common property, such as the pool cabana.

- Mr. Egbert reported to the board that several areas around the pool have presented a landscaping problem, in that desirable plants won't grow, but weeds will. Rather than continuing to waste money on plants that die, Mr. Egbert suggested that the patio area be extended on both ends of the cabana. He is going to get a cost estimate for such work and report back to the board. As a capital expenditure, such a project would require a vote by the association, probably at the annual meeting. Mr. Egbert said he expects the work to cost about \$3,000. It could be paid for either with general reserve funds or through a special assessment, depending on a vote by the homeowners.

- Mr. Egbert also reported to the board that one homeowner has been dissatisfied with the work of the landscape contractor and requested that he be allowed to maintain his own courtyard. Board members discussed this issue, and agreed that the homeowner could be allowed to do such maintenance, so long as it meets association standards, and with the understanding that the association itself has the legal right and obligation to do exterior maintenance and is not waiving any rights or obligations. The board directed Mr. Baker to draft a letter to the homeowner explaining this position, and to present the letter to the board at the December 5 meeting for board consideration.

November 14, 2002  
Timothy J. Baker  
Secretary/Treasurer

#### ▼ December 5

- The Board of Directors of the Huntington Homeowners' Association met on Thursday, December 5, 2002, at the home of Sydni Shollenberger. All board members were present, including president Dave Egbert, secretary/treasurer Timothy J. Baker, and directors Ms. Shollenberger, John McElroy and Barbara Pacheco.

#### **Pool Patio**

Mr. Egbert, in his role as landscape chair for the association, recommended to the board that some changes be made in the area around the swimming pool. These changes would include extending the brick paving at each end of the pool cabana, and replacing some of the plants on either side of the pool. Mr. Egbert said he has obtained an estimate of \$3,000 for the paving work, from a contractor that has done several similar jobs for Huntington homeowners. Mr. Egbert proposed that existing money in the association's general reserve fund be used for the paving, while operating funds in next year's landscaping budget would cover the new plants.

It was noted by Mr. Baker that the new paving should be considered as a capital improvement, which requires a vote of two-thirds (18) of the homeowners for approval. It was moved by Mr. Baker and seconded by Ms. Shollenberger that the proposal be placed on the ballot at the next annual meeting, which will be held on February 15, 2003. The motion passed unanimously.

(A note from Mr. Egbert explaining the reasons for his proposal was presented to the board, and is attached to these minutes.)

#### **Annual Meeting**

The date for the next annual meeting of the association was scheduled for February 15, 2003, at a specific hour and location to be announced later.

## **Bylaws**

Ms. Shollenberger and Mr. Baker, as the Bylaws Committee, reported to the board that they had completed their work with the association's lawyer in preparing proposed changes to the association's governing documents. The proposals include changes in five sections of the Bylaws and eight sections of the Declaration of Covenants. The board was told that the Bylaw changes were largely procedural and could be approved by the board itself, while the Declaration changes must be approved by a vote of two-thirds (18) of the homeowners.

After a discussion of each of the proposed Bylaw amendments, it was moved by Ms. Shollenberger and seconded by Mr. Egbert that the amendments be approved as presented. The motion passed unanimously.

The complete text of the amendments is attached to these minutes. A summary follows here:

- The definition of a quorum for Association meetings was changed from 50 percent to 30 percent, to be consistent with state law, which sets a maximum of 30 percent for homeowner associations.
- The definition of proxy ballots was changed, mainly because the language in the original Bylaws was confusing and could not be understood by any of the Board members. The new language makes it clear that the Association will use "limited" proxies, which function in much the same way as absentee ballots.
- The number of members on the Board of Directors was changed from the current five, to a new minimum of three and maximum of seven. This change was suggested by the Association's lawyer to give the Association more flexibility. The amendment allows for a smaller board when only a few people are interested in election, and a larger board when there is more interest.
- The Bylaws allow the Association to suspend a member's rights to use any of the common facilities if that member is behind in payment of any regular or special assessments. The amendments place a requirement on the board to give a homeowner 14 days notice of any such action. Previously, no notice was required. Also, a homeowners' rights can be suspend only after that homeowner is behind more than 90 days on a payment. Previously, that limit was 30 days.
- The Bylaws allow the Board to occasionally have an outside accountant examine its financial records. Previously, the Bylaws specified that an audit would have to be done. The amended Bylaws allow either an audit, a review or a compilation to be done. These are different levels of examination that can be done by an accountant. The change was recommended by both the Association's lawyer and its accountant, to give the Board some needed flexibility. According to the Association's accountant, an audit would cost a minimum of \$4,500; a review \$2,500 and a compilation \$1,500.

## **Declaration of Covenants**

It was moved by John McElroy and seconded by Ms. Shollenberger that the proposed amendments to the Declaration of Covenants be placed on the ballot at the annual meeting in 2003, and that the board recommend approval of all of those amendments. The motion passed unanimously. A summary of those amendments follows.

- In the section on the responsibilities of the Association, language would be changed to eliminate a seeming difference in the way fully and partially-enclosed yards would be maintained. The change would make the wording consistent with other parts of the governing documents, and also with the way that the Association has always operated.
- A phrase that says the Association can use homeowner assessments to "promote the recreation, health, safety and welfare of the residents..." This amendment was proposed by the Association lawyer on the grounds that the Association does not, in fact, do those things. Also, the phrase directly contradicts another section of the Declaration that states that it is not the duty of the Association to provide for the safety of the residents.
- The section on the annual budget would be amended to delete a section that under some circumstances would allow the homeowners to vote on the annual budget. According to the Association lawyer, this contradicts state law, which places certain fiscal duties on the board. Those fiscal duties must be carried out by the Board and can't be subject to a vote.
- The section on liens would allow late fees to be added to a lien, along with any late payments or fines accrued by a homeowner.
- The section that covers the Association's response to late or non-payment of assessments would be amended to allow for the imposition of late fees to cover the Association's administrative costs. This change was recommended by the Association lawyer as standard practice.
- The section on the Architectural Control Committee would be amended to allow the board to create such a committee, rather than require the creation of the committee. Further, the amendment would specify that non-Board members should serve on the committee, so that the Board could serve as an appeals court.

- The rules applying to the Architectural Control Committee would be amended to require it to act on a request within 30 days, and would assume that a request was approved if no action was taken. Currently, the committee has 45 days to act, and non-action is taken as disapproval.

- The allowable size for a satellite dish would be changed from 18 inches to one meter or 39 inches. This would make the Declarations consistent with federal law on this issue.

#### **Lawn Maintenance**

Mr. Baker presented to the Board a letter that he drafted giving the Board's response to a homeowner who wishes to maintain his own front yard, rather than having it maintained by the Association's landscape contractor. The Board had previously agreed that the homeowner could be allowed to do such maintenance, so long as it meets association standards, and with the understanding that the association itself has the legal right and obligation to do exterior maintenance and is not waiving any rights or obligations. It was moved by Ms. Shollenberger and seconded by Ms. Pacheco that the letter be approved with some minor changes, and that Mr. Egbert should send a copy to the homeowner.

Adjourn

The meeting adjourned at about 9:15 a.m.

Submitted by Timothy J. Baker

Secretary/Treasurer

12/6/2002

## ▼ 2001

- *(To open up a given date, click on the arrow to the left of that date)*

### ▼ February 7

- The board of directors of the Huntington Homeowners' Association met on Wednesday, Feb. 7, 2001, at the home of Dave Egbert (unit 4). All directors were present, including Mr. Egbert, Chuck Wray (5), Timothy J. Baker (16), Barbara Pacheco (6) and Sydni Shollenberger (24).

#### **Election**

Mr. Baker nominated Mr. Egbert to serve as president of the association. There were no other nominations, and Mr. Egbert was elected unanimously. Mr. Egbert then nominated Mr. Baker as secretary/treasurer. There were no other nominations, and Mr. Baker was elected unanimously. The other directors will serve as vice presidents.

#### **Committees**

Mr. Egbert appointed Ms. Pacheco as the social chairman for the association. Mr. Egbert said he would like the association in the coming year to hold several social events, such as breakfasts or cocktail parties by the pool.

Mr. Egbert also confirmed the appointments of Mr. Wray as facilities chairman, and of Ms. Shollenberger as the rules and bylaws chairman. Mr. Wray will be responsible for such things as obtaining bids on cleaning or painting of buildings. Ms. Shollenberger will oversee amendment of the association documents. Mr. Egbert will continue as the landscape chair.

#### **New Gates**

At the annual membership meeting on Feb. 3, the owners approved a motion that authorized the board to conduct a mail ballot on the question of whether the association should pay for the installation of three fence gates in the front yards of Units 20, 21 and 22. In accordance with that, Mr. Baker moved that the board ask the owners for permission to spend up to \$2,600 on the project, and that the money come from some combination of current operating funds and the general reserve fund. Ms. Shollenberger seconded the motion, which passed unanimously. A copy of the ballot and an accompanying letter are included with these minutes.

(Note: All owners will get the ballot mentioned here in the mail. (Click here to see a copy online.) Next Meeting

The next meeting of the board will be in the first week in May, 2001. The specific date, time and place will be set in early April.

(Minutes submitted by Timothy J. Baker, secretary/treasurer.)

## ▼ April 16

- The Board of Directors of the Huntington Homeowners' Association met on Monday, April 16, at the home of association president Dave Egbert. All directors were present, including Mr. Egbert; Timothy J. Baker, secretary/treasurer; and Chuck Wray, Barbara Pacheco and Sydni Shollenberger, directors.

### **Painting**

Mr. Wray reported on the two bids he had received for pressure washing all of the Huntington buildings, and for painting all of the trim. The bid specifications were prepared by Mr. Wray, working with a representative from Porter Paints. Bids were sought from three contractors, two of which responded. The bids were as follows:

Munyan Painting Services: pressure wash the entire complex, \$1,586; prepare, caulk and paint all white trim, \$24,975; prepare and paint green garage and entry doors, \$4,590; and patch and paint the masonry wall that runs along the alley, \$2,365. The total bid was \$33,516.

Glendale Painting Corp.: pressure washing, \$1,700; white trim, \$14,389; green doors, \$2,365; and alley wall, \$3,046. The total bid was \$21,500.

Mr. Wray recommended that the board accept the lower of the two bids, from Glendale Painting. During the discussion of the bids, board members agreed that the alley wall should not be painted now, because of the expected construction of townhouse along 3rd Avenue North.

It was moved by Ms. Shollenberger and seconded by Ms. Pacheco that the board accept the bid from Glendale for the pressure washing and painting of trim, at a total of \$18,454. Additionally, the association will have to bear the cost of electricity and water used by the contractor, and the rental of a portable toilet for use by workers. The motion passed unanimously.

The painting will be paid for from current reserves. Mr. Baker reported that as of April 16 there was a total of \$17,451 in the painting reserve account. An additional \$1,500 is scheduled to be added to that reserve before the end of the year. That gives a total of \$18,951.98 that is set aside for painting.

### **Document Revisions**

Ms. Shollenberger and Mr. Baker have been meeting as a committee to discuss possible revisions to the association documents, including the covenants and bylaws. The purpose is to identify areas in the documents that need to be clarified or brought into accordance with state law, or into accordance with the existing practices of the association. There are also large sections of the documents that deal with the rights and duties of the original developer, Hyde Park Builders, that are no longer relevant and may be removed. Ms. Shollenberger reported on a meeting that she and Mr. Baker had with an attorney on this subject. For a cost of approximately \$350, the lawyer would examine all of the association documents and list those areas that she feels should be amended, including areas of concern that were identified by the committee. At that point, the board would have to decide if it wishes to proceed with drawing up an actual proposal to present to the owners. That process would require further legal fees of approximately \$1,000. Mr. Baker suggested that the association could take the first step this year, and then continue the process in 2002, when money for the additional legal fees could be placed in the budget if so desired. This would also allow time for the association to give all of the homeowners the opportunity to take part in the process.

It was moved by Ms. Shollenberger and seconded by Ms. Pacheco that the committee be authorized to spend up to \$500 in legal fees to accomplish the first part of the project. The motion passed unanimously.

Any document revisions would have to be approved by a vote of at least 18 homeowners.

The lawyer is Ellen Hirsch de Haan, who works in the St. Petersburg office of the firm Poliakoff and Becker. The firm operates throughout Florida and specializes in condominium and homeowner association law.

Garden Gates Mr. Egbert reported that Downing's Forge should be installing the garden gates behind units 21, 22 and 23, some time in mid May.

(Submitted by Timothy J. Baker Secretary/Treasurer)

### **▼ July 25**

- The Board of directors of the Huntington Homeowners' Association met on Wednesday, July 25, at the home of association president Dave Egbert. All directors were present, including Mr. Egbert; Timothy J. Baker, secretary/treasurer; and Chuck Wray, Barbara Pacheco and Sydni Shollenberger, directors.

### **Memorial Contribution**

Mr. Egbert told the board that Jan Ratcliffe had died on July 23. Jan lived in unit 14, with her husband, Chuck. They were

among the original residents of the Huntington. The family asked that in lieu of flowers, donations be made to Our Lady of Divine Providence in Clearwater. The board voted unanimously to donate \$25 to the church in the association's name.

### **Painting Update**

Chuck Wray reported that the heavy rains of the past few weeks had delayed the painting of the complex, and that the original deadline of July 31 would not be met. Other than that delay, he said that the project was going well.

### **Association Policies**

Mr. Egbert and Mr. Baker were delegated to create a written set of board policies that could be adopted by the board and then distributed to all owners. The policies would delineate the responsibilities of the association for such things as landscape maintenance, and painting and repair of building exteriors. The decision to create written policies was made after a discussion of various issues that have arisen, such as whether the association or individual homeowners would be responsible for broken clapboards, or how often the association should pay to replace turf grass that has died.

### **Underground Utilities**

Ms. Shollenbeger told the board that she had spoken with a representative of Florida Power about the possibility of removing the utility poles that run along the alley on the south side of the Huntington, and placing the utility lines underground. She said she was told by Mr. Bob Guskey that Florida Power has no budget for such things, but will do it at the expense of the property owners. Mr. Guskey estimated the cost of doing the alley at \$35,000 to \$40,000. Ms. Shollenberger said she thought it might be an opportune time to put the utilities underground, given the proposed redevelopment of the property on the south side of the alley. She said she will speak with the developer of that property, Robert McGrath, on the subject. (Submitted by Timothy J. Baker Secretary/Treasurer)

## **▼ October 9**

- The Board of Directors of the Huntington Homeowners' Association met on Tuesday, October 9, at the home of association president Dave Egbert. All directors were present, including Mr. Egbert; Timothy J. Baker, secretary/treasurer; and Chuck Wray, Barbara Pacheco and Sydni Shollenberger, directors.

### **Association Documents**

Mr. Baker and Ms. Shollenberger presented to the board a set of recommendations from the association lawyer regarding possible amendments to the association documents. The lawyer, Ellen Hirsch de Haan, presented 19 recommendations. These were based on a discussion of the documents that Mr. Baker and Ms. Shollenberger had with her, as well as her own observations.

Mr. Baker and Ms. Shollenberger recommended that the board ask Ms. de Haan to prepare by the end of October an estimate of the cost of writing up the actual language for 15 of the proposed amendments. The board would then decide if it should budget for this project in 2002. The board voted unanimously to accept this recommendation.

Three of the proposed amendments that the board decided not to pursue related to the Articles of Incorporation. The board deemed the three to be too minor to justify the expense of amending that document. The fourth proposal that was jettisoned was a generic one in the Declaration of Covenants that was deemed irrelevant to the Huntington.

There was considerable discussion of a few of the individual proposals that remain on the agenda. For example, the Declaration of Covenants gives the board the general authority to levy fines for violation of association rules. However, Ms. de Haan recommended that specific language be added to the Bylaws with details as to when and how such fines could be levied. Since Ms. de Haan is not yet being asked to write up the actual proposed amendments, the board left all of the items on the table for further discussion later.

Final adoption of any amendments would require a vote of two thirds of the association membership.

### **Painting Report**

Board member Chuck Wray presented to the board his final report on the painting project that was completed in August. Mr. Wray in this report raised several issues that came up during the painting.

One of these issues concerned damage to individual units that was discovered during the painting. For example, one unit had a number of broken clapboards, another had a broken window, and a third had some rotted trim.

In some cases, repairs are the responsibility of the association, and in others of the individual unit owners. When damage that is the responsibility of an individual goes unrepaired, the board can direct that owner to make the repairs within a reasonable

period of time.

The board's concern is that all repairs be made in a timely manner, whether by the association or an individual owner. To that end, it was moved by Ms. Shollenberger and seconded by Mr. Egbert that the board visually inspect all units every October and take appropriate actions to have any damages repaired. The motion passed unanimously. The painters also discovered that some gutters had been blocked by tennis balls that had landed on a roof. The board took no action on this, except to decide to alert all owners to the potential for problems.

Copies of the letter from Ms. de Haan and the painting report from Mr. Wray are available from the association secretary/treasurer, Tim Baker, at 894-8206 or [timothyjbaker@yahoo.com](mailto:timothyjbaker@yahoo.com). (Submitted by Timothy J. Baker Secretary/Treasurer)

## ▼ December 1

- The board of directors of the Huntington Homeowners' Association met on December 1 at the home of board member Sydni Shollenberger. All board members were present, including president Dave Egbert, secretary/treasurer Timothy J. Baker, and directors Chuck Wray, Barbara Pacheco and Ms. Shollenberger.

### **Budget for 2002**

Mr. Wray moved and Ms. Shollenberger seconded a motion that the board approve a budget for 2002 that was proposed by Mr. Baker. The motion carried unanimously. The budget calls for total expenditures of \$56,800, compared with the 2001 budget of \$55,761.25. The budget (click here to see a copy) will require a monthly maintenance fee of \$175, compared with \$165 in 2001. The new fee will be in effect beginning with the payment that is due on January 1, 2002.

### **Annual Meeting**

The board tentatively scheduled the 2002 annual meeting for 10 a.m. Saturday, January 26, at the Park Place home at 219 4th Avenue North. A separate notice for this meeting will be sent out at least 15 days prior to the meeting. Any owner who wants something placed on the agenda should contact Mr. Egbert or Mr. Baker far enough in advance to include information about the item in that mailing. Mr. Egbert can be reached at [degbert@tampabay.rr.com](mailto:degbert@tampabay.rr.com) or at 550-0830. Board Members for 2002 Mr. Baker was appointed to be the one-person nominating committee. Anyone who is interested in running for election as a director for the year 2002 should contact him at 894-8206 or by e-mail at [timothyjbaker@yahoo.com](mailto:timothyjbaker@yahoo.com). Directors are elected at the annual meeting, and the new board then elects officers. Timothy J. Baker Secretary/Treasurer

## ▼ 2000

- *(To open up a given date, click on the arrow to the left of that date)*

### ▼ February 23

- The board of directors of the Huntington Homeowners Association Inc. met on Wednesday, February 23, at the home of Ray Easterlin. All directors were present, including Mr. Easterlin, Timothy J. Baker, Dave Egbert, Rick Eagan and Barbara Pacheco.

### **Election of Officers**

Mr. Egbert moved and Mr. Eagan seconded a motion to nominate the following officers: Ray Easterlin, president, Timothy J. Baker, secretary/treasurer, and Mr. Eagan, Mr. Egbert and Ms. Pacheco, vice presidents. All terms are for one year. The motion passed unanimously. Mr. Easterlin will be serving his second term as president. Mr. Baker previously was secretary. The treasurer for 1999, Ed Wallace, did not run for re-election to the board. Mr. Egbert and Mr. Eagan will be serving their second terms on the board. Ms. Pacheco will be serving her first term.

### **Committees**

Mr. Egbert will continue to oversee the swimming pool, while Mr. Egbert will continue to oversee grounds maintenance. Ms. Pacheco will serve as the board liaison to the committee, chaired by Joel Marantz, that will be examining the association's bylaws and other rules for possible revision.

### **Termites**

The board continued its discussion of termite control and prevention. Mr. Eagan will obtain one or two more estimates for an overall contract for these services. The board hopes in the near future to present a recommendation to the homeowners for their approval. This would likely be done at a special meeting of the association called for that purpose.

(Minutes submitted by Timothy J. Baker, secretary/treasurer.)

## ▼ March 2

- The Board of Directors of The Huntington Homeowners' Association Inc. met on March 2, 2000, to discuss bids that had been received for treatment and prevention of subterranean termite infestations. The meeting was held at the home of association president Ray Easterlin. Present were Mr. Easterlin, vice-presidents Dave Egbert and Rick Eagan, and secretary-treasurer Timothy J. Baker. Absent was vice-president Barbara Pacheco.

The association received three bids for these termite services. The bid from Pro-Tech Services of Orlando was considerably higher than the bids from Terminix Inc. and from Exterm-A-Tech. Therefore, the discussion centered on the latter two bids. Mr. Eagan favored Exterm-A-Tech. He said he had done business with them in the past and thought they would provide superior service. Other board members favored Terminix. Mr. Easterlin noted that Terminix is a large, publicly-traded company with ample resources to pay any possible claims for future termite damage. In financial terms, the Terminix bid was slightly better than the Exterm-A-Tech bid over the long term, even though the first-year cost would be higher.

There was also some discussion of financing arrangements. Mr. Easterlin suggested that each association member be assessed \$450 to cover the first-year cost of the contract.

Mr. Baker moved that the board recommend to the full association membership that the Terminix bid be accepted, and that a one-time special assessment of \$450 be placed against each home, payable by December 31, 2000. Mr. Egbert seconded the motion. The motion passed by a vote of three to none, with Mr. Eagan abstaining.

(Minutes submitted by Timothy J. Baker, secretary/treasurer.)

## ▼ July 13

- The board of directors of The Huntington Homeowners' Association Inc. met on Thursday, July 13, at the home of board president Ray Easterlin. All of the directors were present: Mr. Easterlin, secretary/treasurer Timothy J. Baker, and vice-presidents Dave Egbert, Rick Eagan and Barbara Pacheco.

### **Landscape Dispute**

The main order of business was a dispute that has arisen between one homeowner and the association in regards to landscape maintenance. This owner has complained several times in the past that the landscape maintenance was not up to par. Recently, Mr. Easterlin said, the owner told him in a telephone call that he would no longer allow the maintenance crew onto his property. Mr. Easterlin said the association is complying with that request, pending a resolution of the dispute.

Mr. Easterlin said that in a subsequent discussion, the homeowner asked that the association fire the current landscape contractor and hire a new one.

Mr. Baker reported that the homeowner had sent the association a check for \$100 to cover the monthly maintenance fee for July. A note on the check said that the amount was the normal \$160 fee, minus \$60 for two months of landscape maintenance. Mr. Baker reported that he had returned the check to the homeowner with a letter stating that the association could not accept a payment with conditions attached, and that all owners are liable every month to pay the full \$160 fee.

It was moved by Mr. Egbert and seconded by Mr. Eagan that the association president be authorized to send a letter to the homeowner stating that the homeowner is in violation of the association's rules and covenants, and should comply by allowing the association's landscape contractor access to the owner's yard. The letter also was to inform the owner that he is in arrears on his monthly maintenance fee.

The motion passed unanimously.

In a further discussion of landscaping, board members said they were generally pleased with the work of the current contractors, and sensed that other owners were, too. In order to more accurately gauge owners' sentiments on this question, the board decided to send out a short questionnaire. Mr. Baker and Mr. Egbert agreed to do this chore.

### **Gutter Cleaning**

Mr. Egbert reported that he had received a bid of \$800 to clean the gutters and downspouts on all the units. It was moved by Ms. Pacheco and seconded by Mr. Eagan to authorize Mr. Egbert to hire the contractor to do the work.

### **Dryer Vents**



Ms. Pacheco reported that some months ago she had a small fire in her clothes drier as the result of a clogged drier vent. She subsequently had the vent cleaned, which was done from the rooftop. The board asked Ms. Pacheco to get a cost estimate for cleaning the vents on all the units.<?P>

### **Exterior Cleaning**

The board discussed having the exterior of all the buildings power-washed, and also of doing any necessary touch-up work on trim paint. This would include the paint on the balconies that are attached to some of the interior units. Mr. Easterlin agreed to get bids on this.

### **Termite Inspection**

Mr. Baker told the board that Terminix had recently inspected all of the termite traps on the property and reported that no termites were to be found.

(Minutes submitted by Timothy J. Baker, secretary/treasurer.)

## **▼ November 16**

- The Board of Directors of The Huntington Homeowners' Association met on Thursday, November 16, to consider a budget for the year 2001, and also to set the date for the 2001 annual meeting. The meeting was at the home of association president Ray Easterlin. All of the directors were present: Mr. Easterlin; secretary/treasurer Timothy J. Baker; and directors Dave Egbert, Rick Eagan and Barbara Pacheco.

### **Maintenance Fee**

The board unanimously approved a budget for 2001 that calls for an increase of \$10 per month in the maintenance fee for each homeowner, from the current \$160 per month to \$170 per month. However, the board also voted to apply \$5 of that increase only if a future increase in lawn maintenance costs makes it necessary. So, beginning in January, 2001, the monthly fee for each homeowner will be \$165. That fee could increase to the full \$170 later in the year, if and when the board takes another vote to apply it.

### **Budget**

A budget proposal was presented to the board by Mr. Baker. That proposal would have required an increase in the maintenance fee of \$5 per month. There was discussion about various items in the budget, but the major item of concern was lawn maintenance costs. The head of the company that does the Huntington's routine lawn maintenance has been critically ill, raising the possibility that the association would have to find another company to provide this service. Mr. Easterlin raised the concern that the monthly cost of lawn care could go up considerably if that happens. In light of that possibility, two motions were made and passed unanimously. It was moved by Mr. Egbert and seconded by Ms. Pacheco to adopt the budget with a maintenance fee of \$170 per month. It was then moved by Mr. Eagan and seconded by Mr. Egbert to withhold applying \$5 of that fee, unless and until the board votes to apply it to cover an increase in lawn-maintenance costs.

### **Mail Boxes Etc.**

There was some discussion about the expenditure of \$180 to renew the association's mailbox at Mail Boxes Etc. Mr. Baker argued that the design of the Huntington makes it difficult for some owners to receive packages, and that since the cost is so low (\$6.66 per year per home), it is reasonable for the association to solve the problem by keeping this mailbox. The item did remain in the budget.

The mailbox address is 200 2nd Avenue South, #107, St. Petersburg 33701. Any owner can have packages sent to that address, care of the Huntington Homeowners' Assn. Several owners make extensive use of the address and have left their phone numbers with the store so that they can be notified when a package arrives. The store is open from 7 a.m. to 7 p.m. Monday through Saturday.

### **Annual Meeting**

The board voted unanimously to hold the annual meeting for 2001 at 10 a.m. Saturday, February 3, at the Park Place nursing home on 4th Avenue North. An official notice of the meeting will be sent to all the owners in January.

The election of officers for 2001 will be on the agenda at that meeting. The owners elect five directors. The newly-chosen directors then must have an organizational meeting to choose officers. Mr. Easterlin asks that he be contacted well in advance by any owners who would like a topic placed on the agenda. Official notice of the meeting must go out at least 15 days prior to the meeting (January 19, at the latest). An agenda will be included in that notice.

## **Nominating Committee**

Mr. Baker and Mr. Egbert will constitute the Nominations Committee for 2001. Their job is to ensure that there are at least five candidates for the five board seats. Anyone who is interested in serving on the board should contact either Mr. Egbert (550-0830, [imgroup@tampabay.rr.com](mailto:imgroup@tampabay.rr.com)) or Mr. Baker (894-8206, [timbaker@gte.net](mailto:timbaker@gte.net)).

Anyone who wishes to run for a seat on the board will be placed on the ballot. If you wish to nominate another person, please get their permission.

The committee will accept nominations until January 15 for inclusion on a written ballot. A list of board candidates will then be included in the annual meeting notice. Additional nominations would be accepted from the floor at the annual meeting.

## **Other Committees**

Mr. Easterlin has appointed Chuck and Judy Wray (#5) to co-chair a new facilities committee. It will be their job to look after such things as maintenance of the exterior of the buildings, and of fences and gates. Also, Bill Morrison and Sydni Shollenberger (#24) have agreed to jointly take over maintenance of the swimming pool and surrounding area, and to co-chair a committee that will examine the association bylaws and propose any amendments or additions that seem necessary.

Timothy J. Baker

Secretary/Treasurer

November 17, 2000

## ▼ 1999

- *(To open up a given date, click on the arrow to the left of that date)*

### ▼ March 1

- The Board of Directors of the Huntington Homeowners' Association met on Monday, March 1, 1999, at the home of Association president Ray Easterlin. Present were Ray Easterlin; Rick Eagan and Dave Egbert, vice presidents; and Timothy J. Baker, secretary. Ed Wallace, treasurer, did not attend this meeting.

### **Treasurer's Report**

Mr. Easterlin presented this report in lieu of Mr. Wallace. The report shows current assets of \$11,990.96, of which \$8,220.49 is deposited in the association checking account, and \$3,770.47 in an interest-bearing money market account. Expenses for the month of January were \$2,546.83, which is within the amount budgeted.

### **Awnings**

The board discussed the proposal to allow canvas awnings on the individual units, but took no action, since the issue is scheduled for a vote at the upcoming membership meeting (7:30 p.m. Wednesday, March 10, in the dining room of the Park Place of St. Petersburg Retirement Home on 4th Avenue N.) The board discussion centered around whether it was better to present a very specific proposal to the owners, or to first ask for the owners authorization to develop a proposal and then at a future meeting present an actual proposal. The board decided to first ask for authorization.

Mr. Baker presented to the board some information he had gathered about using window film as another means of controlling heat and glare. Several local firms install this film, at prices estimated between \$6 and \$10 per square foot. That means the average window in the Huntington could be done for less than \$100. The film comes in clear and tinted styles. The installers claim that it provides protection against hurricane damage; against intruders; and cuts heat and glare by 50 percent and more.

### **Satellite Dishes**

There was discussion of this issue, but again, no action was taken because there is a pending vote by the owners. Common Property Mr. Easterlin reported that he is attempting to determine what exactly is common property and what is not. For example, it is not clear whether the fence is owned by the individual owners or the association. He will report back later with his findings.

### **Budget**

Mr. Egbert raised the question of whether the budget estimates for the costs of future roof replacement and painting are accurate. Mr. Easterlin said he believes they are, but is in the process of obtaining new estimates from contractors to double check. The estimates in the current budget were provided by Hyde Park Builders Inc. These estimates are important because

they are used to calculate how much money must be placed each month in the association's reserve account. This account was established to pay for roof repairs and replacement, exterior building painting, and unplanned contingencies. The estimates are based on expectations that new roofs will be needed in 20 years, and that the buildings will need to be repainted every seven years. Both of these things are the responsibility of the association, not the individual owners.

### **Insurance**

Mr. Easterlin reported that the association is "grossly under-insured," with a liability policy of \$500,000. He is obtaining quotes from insurance firms for at least \$1 million of liability, directors and officers liability and property damage.

### **Alley Gates**

Mr. Easterlin said he had looked into replacing the locks on the alley gates with combination locks, or with rekeying them so they would work with the owners' house keys. The estimates he got ranged from about \$500 to \$2,000. The board thought this was too expensive and decided to drop the matter.

### **Bylaws**

The need to amend the existing bylaws to be more specific to the Huntington was raised. Mr. Easterlin said the Rules Committee, chaired by Joel Marantz, will be working on that. The existing bylaws were generic ones created by Hyde Park Builders. They lack specifics about such things as elections for board members and officers.

### **Mailbox Keys**

If you should happen to lose the keys to your mailbox, contact Mr. Easterlin. He has a small supply of new locks and keys for the mailboxes.

### **E-mail List**

The board would like to collect e-mail addresses for as many owners as possible. These would be used to send out meeting and other announcements to the owners. This would allow for quicker communication between the board and the owners, and would also save association money in postage and envelopes. The e-mail list would be used only by the association and would not be given away or sold to anybody. If you would like to be on the list, please e-mail your address to association secretary Timothy Baker at [timbaker@gte.net](mailto:timbaker@gte.net).

Contacting the Board The Association's address is 350 2nd Street N, Unit 28, St. Petersburg FL 33701. Also, these board members can be reached by e-mail: Ray Easterlin ([rayeast@tampabay.rr.com](mailto:rayeast@tampabay.rr.com)); Dave Egbert ([imgroup@jj.net](mailto:imgroup@jj.net)); Rick Eagan ([nwpilot@tampabay.rr.com](mailto:nwpilot@tampabay.rr.com)); and Timothy J. Baker ([timbaker@gte.net](mailto:timbaker@gte.net)). (Minutes submitted by Timothy J. Baker, secretary)

## **▼ April 5**

- The Board of Directors of The Huntington Homeowners' Association met on Monday, April 5, 1999, at the home of Association president Ray Easterlin. Present were Ray Easterlin; Rick Eagan, vice president; and Timothy J. Baker, secretary. Dave Egbert, vice president; and Ed Wallace, treasurer, did not attend this meeting.

The meeting was called by Mr. Easterlin for the purpose of reviewing bids for association insurance. The current insurance expires on April 24, 1999. After a discussion of the two bids received, it was moved by Mr. Eagan and seconded by Mr. Baker to accept the bid of Nationwide Property and Casualty Insurance Co. The motion was approved by a unanimous vote. The total bid submitted by Nationwide carries an annual premium of \$3,335.27. The other bidder was Ayers/Sierra Insurance Associates of Tampa, representing the Philadelphia Insurance Co. The premium offered by this bidder (which carries the current Huntington policies) was \$5,764.

The current operating budget for insurance of the common areas is \$4,200. Under the new policies, the association's insurance will be as follows:

Property damage - \$488,000

Employee dishonesty - \$100,000

General liability - \$2,000,000

Umbrella liability - \$3,000,000

Directors and Officers liability - \$2,000,000