

Halifax Plantation Phases II & III Homeowner's Association, Inc.  
3500 Merritt Drive  
Ormond Beach, FL 32174

**Date – May 29, 2024**

**When – 8:30am**

**Where - HOA conference room 3500 Merritt Drive**

**Board of Directors meeting**

### **AGENDA**

- 1) Approval of Minutes from 2024-04-24 BoD Meeting
- 2) Reports by Officers
  - a) President
  - b) Vice President
    - (1) Short term rentals - AB&B, VRBO, etc.,
    - (2) Staggered Terms
    - (3) % yes for CC&R changes – Setting up appointment with our attorney for the inclusion and language.
  - c) Treasurer
    - (1) Truist banking update
  - d) Secretary
  - e) Directors

### **OLD BUSINESS**

- 3) Committee(s) Verbiage and qualifications
  - a) "Has the Board Appointed Committees" – was asked.
  - b) A Subcommittee of BoD members to review applicants for submittal to the board for approval.
    - i) Design Review Committee – PH, AJ
      - (1) We have two new volunteers to be voted on.
        - (a) John Maurer
        - (b) Don Orifice
      - (2) The DRC is the most active committee, meeting two times a month along with follow-up site reviews & paperwork.
    - ii) Election Committee –
      - (1) Need to get Volunteers finalized for November elections.

- (2) Meet & Greet is scheduled for October 29th
- iii) Enforcement Committee – PH
  - (1) We have two new volunteers to be voted on.
    - (a) Peter Hill
    - (b) Howard Sparber
  - (2) They are the fining portion of our CCR's for Violations.
- iv) Neighborhood watch – per section/area/street/sub-HOA - PH, AJ
  - (1) Seeking someone to oversee all the individuals that will be in smaller sections / Areas.
- 4) Maintenance Staff
  - i) A SubCommittee of BoD members to review applicants for submittal to the board for approval - WU, AU, & KD
    - (1) A person has been hired and will start on June 17 2024
  - ii) Seeking to hire a potential part time maintenance person.
- 5) HOA Administration
  - a) Posting for additional position.
    - i) Person has been hired and started on May 21, 2024
- 6) Enforcement Committee
  - i) Seeking input from Enforcement Committee on Fining Guidelines.
  - ii) Attorney has provided guidelines for this procedure
- 7) Design Review Committee – DRC
  - a) Recommendations to DRC
    - i) Monaghan Guard Shack and Landscaping Upgrade
- 8) 3500 Building –
  - i) Lease agreement has been signed.
- 9) Conference room chairs
  - a) Chairs are in the Conference room now.
  - b) Past chairs returned to Golf Course
- 10) Truck Accident on Acoma and Killarney.
  - a) Reimbursement for damages and time spent in repairing area.
    - i) Report has been acquired FL Hwy Patrol.
    - ii) Adjustor has been reached out.
- 11) Release of Bonds request from developer
  - a) A letter is requested from the BoD to accept all improvements that are dedicated or conveyed to the HOA.
    - i) Updates For the following:
      - (1) P-2 – Scottsmoor
        - (a) Status of site assessment
      - (2) M2B – Bulow
        - (a) Status of site assessment

- (3) Section O phases 1-2-3
  - (a) Status of site assessment
  - ii) Performance and sidewalk bonds release
  - iii) Status on letter of approval and signoffs for the above sections.

## **NEW BUSINESS**

- 12) Golf Retention Pond Maintenance Document - AU
  - a) Review and comment and/or accept.
- 13) Records Request Procedure
- 14) Vanacore has asked the board to consider three triangular parcels of land in the DR Horton section that back up to Water Stone be transferred from Vanacore to the HOA for Open Space and to be under HOA care.
- 15) FP&L Street Light Conversion
  - a) A tentative schedule is still set for the 4<sup>th</sup> quarter of this year.

## **NOTES:**

Any Homeowner wishing to attend a Board Meeting

- Sign in along with any topic you wish to comment on.
- Owners can talk for up to 3 minutes on the Agenda item that the board is discussing.
- Owners are not allowed to talk about other items not on the agenda.
- Homeowners may email the board for items they wish to have on the agenda for the following meeting.
- Items that are not on the agenda cannot be acted on.
- If an owner has concerns per the Board of Directors, they need to put it in an email or mail to the Board of Directors so it can be placed on the agenda. Concerns to the Board of Director's or Design Review Committee without a name will not be addressed.
- The Board Members' email addresses are on the HOA website.
- Sign up for electronic Voting – it will save us a tremendous amount of money on not sending out mailers to those that do not.
- DRC – Design Review Committee
  - Any exterior changes need to be approved i.e.
    - Paint
    - Landscaping
    - Roofing
    - Generators or Water softeners being installed.
    - Etc.
  - Garbage cans are not to be visible from the street.
  - No Commercial vehicles
  - No blocking any portion of the sidewalk.
- Please be kind to all our Neighbors and Wildlife by obeying traffic speed limits.