

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

Date – July 31, 2024

When – 8:30am

Where - HOA conference room 3500 Merritt Drive

Board of Directors meeting

- 1) Approval of Minutes from 2024-06-26 BoD Meeting
- 2) Reports by Officers
 - a) President
 - b) Vice President
 - c) Treasurer
 - d) Secretary
 - e) Directors

OLD BUSINESS

- 3) Committee(s) Verbiage and qualifications
 - a) A SubCommittee of BoD members to review applicants for submittal to the board for approval.
 - i) Design Review Committee
(1) Still seeking two more Volunteers.
 - ii) Enforcement Committee
(1) Still seeking one more Volunteer.
 - iii) Neighborhood watch – per section/area/street/sub-HOA - AJ
(1) Seeking someone to oversee all the individuals that will be in smaller sections / Areas.
(2) AJ and Jake Tito started a dialogue
(3) Seeking info from past Committee members.
(4) Items to Address:
 - (a) Recommended looking into Cameras at the entrances for security purposes to record license plates & signage.

- 4) Enforcement Committee
 - a) The Enforcement and Fining Rules are in place and a procedure written and reviewed with our Atty for use by the Board and DRC
- 5) Design Review Committee (DRC) - Items to Address
 - a) General Appearance with unkept landscaped homes.
 - i) DRC Addressed this and notified Homeowners in question as well as others
- 6) Landscape Committee - Items to Address:
 - a) Monaghan Guard Shack Upgrade proposal. Obtain quotes to move forward with the following improvements.
 - b) Landscaping Quotes to be reviewed
 - c) Construction Quotes to be reviewed.
 - i) A meeting with prospective contractors on site has resulted in the following conclusions for recommendation:
 - (1) Install PVC Skirting and caulking around windows.
 - (2) For the BoD to review the purchasing of a new Copula.
 - ii) Review bids
- 7) Neighborhood watch - Items to Address:
 - a) Scottsmoor & Acoma – Fishing by individuals
 - i) Signage has been purchased.
 - ii) Signage has been installed.
 - iii)
 - b) Recommended looking into Cameras at the entrances for security purposes to record license plates & signage.
- 8) Car Accident on Acoma, south of Monaghan.
 - a) Reimbursement for damages and time spent in repairing area.
 - i) Status with reimbursement.
 - ii) Already received the Accident Report from Florida Highway Patrol
 - (1) No Damage to HOA Property so insurance claim for reimbursement.
- 9) Release of Bonds request from developer
 - a) A letter has been requested from the BoD to accept all improvements that are dedicated or conveyed to the HOA.
 - (1) Section O phases 1-2-3
 - (a) Status of site assessment
 - ii) Issues going forward with regards to sidewalks and curbs (Gutter) and asphalt from builders, pool contractors, etc. driving across them and damaging them. Suggested to be part of the permit as well as a follow-up with DRC committee review.

- 10) Attorney
 - a) Records Request Procedure.
 - i) Our Atty has been contacted to establish process flow and requirements to maintain a consistent and legal procedure.
 - b) Language with regards new HOA rules and our CCR's
 - i) BoD Staggered Term Terminology to be written.
 - ii) AB&B and rental language to be updated.
- 11) FP&L Street Light Conversion
 - a) A tentative schedule is still set for the 4th quarter of this year. Dependent on upcoming weather conditions and potential delays.
- 12) Pulte sign for developed area needs to be removed.
 - a) Letter to be drafted to Pulte with regards to that.
- 13) LandSea flags to be removed.
 - a) Letter to be drafted to LandSea with regards to that.

NEW BUSINESS

- 14) HOA Office Walkway Entrance & roof leaking in HOA office
 - a) Roots causing walkway to heave creating a tripping hazard
 - b) Vanacore to address this issue as a Building Owner.
- 15) Walter Uanino Status and schedule with Maintenance.
 - a) What is his current status with regard to days worked?
 - b) Do we Hire WU as a consult or additional hand as needed in the future with regards to knowledge and storm damage situations?
- 16) Peggy Bodenrader of the HOA Office has provided notice of retirement on December 31, 2025, after 20 Years of Service.
 - a) Need to initiate a committee for the hiring process
 - b) PB work week will be reduced to 3 days week in 2025.
 - c) The weekly salary of \$1,200.00 per week for 2025 is requested.
 - d) PB Provided us with the new hire CAM responsibilities.
- 17) Delinquent HOA Dues
 - a) Attorney Comments to be discussed
- 18) Feasibility Study of 'Recovery vs Expense'
- 19) June 2024 Budget Report
- 20) Review of 'Meeting Packet for Amendments to the Bylaws'
- 21) Next meeting Date & Time
 - a) 08-28-2024 at 8:30am.

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.
- NO SPEEDING - Please be kind to all our Neighbors and Wildlife by obeying traffic speed limits.