

# THE PRESERVE HOMEOWNERS' ASSOCIATION OF MILTON

P.O. BOX 962  
Milton, FL 32572

## Board of Directors Meeting Minutes for March 30, 2024, 6:00pm Bagdad Community Center

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### Meeting Minutes

1. Meeting Call to Order at: 6:00 PM
  - a. Go over rules of the meeting: James Sanders read the following: Tony Tranker has moved from VP to President due to David Dubinsky retiring after 3 years of Service. Nigel Carl resigned in January due to moving out of the neighborhood. James Sanders and Rob Gentry have been appointed by the BOD to complete the 2024 Term for vacancies.
    - i. Members of the HOA will be allotted 3 minutes to speak, address issues, concerns or ask questions that are listed on the agenda.
    - ii. No time restriction for Board Members to respond. But don't get carried away.
    - iii. Speakers will be reminded to state their name and address, speak calmly, no yelling, no profanity or smearing of other individuals.
    - iv. Anyone who has an outburst, speaks out of turn and refuses to adhere to the rules will be politely asked to leave to include the BOD or ARC. If individuals refuse to leave, then other legal means will be taken to have those individuals escorted off the property.
2. Roll Call, Sign-In Sheet: Tony Tranker reminded attendees to sign in on attendance sheet, (see Exhibit 1) and place their name on a separate list if they want to address the Board of Directors (BOD), (see Exhibit 2).
3. Introduction of BOD/ARC members: Present at the meeting were Tony Tranker - President, Bill Ferguson - Treasurer, James Sanders - Director, and Ron Kaelber - Secretary.
4. Proof of meeting announcements: Signs with agenda were placed at both entrances, 2 days prior to meeting, by 3 PM.

\*Homeowners who signed up to speak were invited to address the BOD:

  - Shannon Sanders volunteered to set up a group of neighbors to meet new Homeowners shortly after moving in to welcome them and help them get settled in by providing information on available resources. She thought that they would only need a few volunteers and would not need any funding. Bill Ferguson mentioned that the BOD gets notified of an approximate closing date for sales of homes and could make that information available. Bill Ferguson moved to provide information to the volunteer group, James Sanders provided a second, and all BOD members present voted yes. Bill Ferguson and/or Ron Kaelber will pass new Homeowner details to Shannon Sanders and group for welcoming.
  - Rebecca Peterson –
    - Supports the effort to welcome new Homeowners.
    - Asked if BOD would accept another CCR update proposal and was told yes.
    - Concerned about upkeep of land near road on south end of Red Oak, and Persimmon Hollow entrance, left side. Tony Tranker mentioned that the County had recently cut

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the retention ponds and the BOD was still working on identifying the unkempt land on Red Oak near I-10, to notify the County. The easement area near the Persimmon Hollow entrance is the responsibility of a Homeowner who has been notified several times. Still seeking to resolve.

- Mentioned that Homeowner volunteers are available for projects, including herself. Just need to ask for help.

### 5. Old Business

- Update status of MSBU: We may need additional lights. BOD members mentioned 2 areas that could benefit from adding a street light pole at each location (south end of Red Oak and the cul-de-sac on the east end of Majestic Cypress). Ron Kaelber was told by County officials to contact FPL Rep. FPL has yet to respond to our request. Follow up required. Adding 2 poles was suggested.
- Updating SUNBIZ documentation: Completed, and Annual Report Submitted.
- Taxes have been completed and submitted. No payment owed to IRS.
- 2025 Annual HOA dues will be \$133.10 dollars annually (as approved by 2023 BOD) and shall be DUE on January 2, 2025, and are now delinquent on the 15<sup>th</sup> of February, 2025, per our CCR's. A late fee of 5% will be added to all accounts not paid by January 2<sup>nd</sup> 2025. Bill Ferguson pointed out that in 2025 we need to follow the CCRs, which specify that Annual dues are due each year on January 2, past due on January 3, and delinquent on February 15. Which means late fees are assessed on January 3<sup>rd</sup> and interest can be charged after February 15. Previous statements did not make this distinction. Action required for next year's BOD to clarify the dates on the Annual Dues Statement and send it to Homeowners in time to allow for payment by January 2. (Past statements only indicated a due date of January 2 and a delinquent date of 15 February.)

### 6. New Business

- Spring clean-up at front entrance completed.
- Lawn Maintenance Company has been notified to resume cutting of the common areas. Service will continue 2 times per month until the BOD contacts them.
- Retention Ponds have been mowed, once. Tony Tranker will document the process to request cutting by County will help others learn to submit the work request in the future.
- Fining Committee (Per F.S.720.) and is required by the State of Florida. For the few Homeowners who need encouragement to comply with HOA standards, fines are required. Fining Committee members are appointed by the BOD. Fines can be levied by the BOD up to \$100 each day, for up to 10 days, (totaling up to \$1,000). The Fining Committee will document progress status each day of the fining period, until compliance. The Homeowner may dispute the fine levied by the BOD to the Fining Committee. If disputed the Fining Committee will conduct a public meeting (this could be via Zoom-like audio/video) with the Homeowner. This meeting is similar to a BOD meeting where all Homeowners are notified and may attend. The Fining Committee can dismiss or reduce the terms (days and/or amount per day), or agree with the terms imposed by the BOD. Fining Committee decisions are final. Three Homeowners have

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agreed to serve on the Fining Committee, Bob Allen, Shirley Butler, and Tony Beach. Additional information will be made available as the BOD continues to work with the attorney on details.

- A 1-1/2% per month on past due accounts. Wait until FY 25? Past due accounts need to be addressed. Bill Ferguson reported that currently, there are 41 Homeowners that still owe annual dues for 1 year. Additionally there are 11 - 2 years past due, 3 – 3 years past due, and 4 – 4 years past due. Our attorney advised that we should be charging 1.5% interest per month, past the delinquent date of February 15. Need to confirm with attorney on starting the interest charge from February 15, 2024; or a different date.
- What do we do if someone builds without ARC approval? Fine, Then What? Attorney advised that we could: 1) Fine up to \$100 per day for up to 10 days/\$1,000. 2) File lawsuit for injunction for relief requiring owner to remove the improvement. 3) Forego options 1) and 2) but notice the owner of these violations. 4) Any or all of the proceeding options. The BOD is required to seek resolution, especially when neighbors complain about CCR infractions. The BOD is not going to “grandfather” all projects completed previously. Each one will be on a case-by-case basis.
- Official HOA business needs to be communicated with the HOA Board through the [preservehoamilton@gmail.com](mailto:preservehoamilton@gmail.com) or mail to The Preserve HOA of Milton, PO Box 962, Milton, FL 32572.

7. Current Financial Report to include financial transactions: Bill Ferguson provided a summary of the 1<sup>st</sup> Quarter 2024 (JAN – MAR) Financial Report, (see Exhibit 3).

\*Additional new business items were discussed at this time:

- Bill Ferguson mentioned that our attorney recommends Zoom (or Zoom-like) meetings because of low turnout. Currently, 1 year subscription would be cheaper than renting out the Bagdad room twice (2 times). So it would be cheaper. Plus it could be used for executive or planning meetings, where the BOD would hold discussions, Homeowners would be made aware and able to view and hear via Zoom, but not be able to talk.
- Bill Ferguson talked about speeding in the HOA and that the BOD should consider hiring off-duty County police officers to patrol and issue citations. Cost would be \$185 per hour, minimum 3 hours or \$555. What day and what 3 hours would we select? Bill Ferguson moved to approve 1, 3 hour session and James Sanders provided a second. Bill and James voted yes and Ron Kaelber voted no. (Upon further review, since this item was not identified on the distributed agenda, it should not have been voted on. This topic needs to be on the agenda for the next meeting, in order to expend funds beyond the annual approved budget.)
- Watch for Children signs: James to investigate obtaining signs.
- Street parking for visitors only, for 36 hours. Difficult to enforce, but need to send letter to make Homeowners aware. Found out that one Homeowner has a fire hydrant inches from her driveway. Looking into requesting to move fire hydrant. Homeowner to take a picture and ask East Milton Water.

8. Next Board / ARC Meeting Date / Location / Time: TBD

9. Items that need to be added for the next BOD/ARC meeting: see above 4 new business items

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Bill Ferguson moved to adjourn and James Sanders provided second. All BOD members present voted yes.

**Adjournment at:** 7:04 PM



Exhibit 1 - The  
Preserve HOA of Mil



Exhibit 2 - The  
Preserve HOA of Mil



Exhibit 3 - The  
Preserve HOA of Mil





**The Preserve HOA of Milton**  
**1st Quarter 2024**  
**1/1/2024 - 3/31/2024**

**Financial Report**

Begin Bank Balance 1/1/2024	\$19,979.03
Receipts	\$24,715.00
Expenditures	-\$894.22
<b><i>Current Bank Balance 3/31/2024</i></b>	<b><i>\$43,799.81</i></b>
<b><i>Receipts</i></b>	
Dues	\$24,335.50
Late Fees	\$67.50
Fines	\$12.00
Estoppel	\$300.00
<b><i>Total Receipts</i></b>	<b><i>\$24,715.00</i></b>
<b><i>Expenditures</i></b>	
Bagdad Rental	-\$158.26
Sunbiz (Corp Registration)	-\$70.00
Legal	-\$209.00
Office	-\$156.96
Tax Prep	-\$300.00
<b><i>Total Expenditures</i></b>	<b><i>-\$894.22</i></b>

Priority  
Mail Fee

*Exhibit 3*