

# BOARD MEETING MINUTES FOR MOORE POND HOMEOWNERS ASSOCIATION

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## I. MEETING DETAILS

Chairperson: Rachel Bowden  
Secretary: Jennifer Edwards

Date: 11/28/2023  
Time: 6:34PM

Location: Northside Community Center  
Street Address: 8005 Oak Grove Road  
City: Tallahassee  
State: FL Zip: 32312

## II. ROLL CALL.

TPAM – resident sign-in sheet collected at meeting room entrance.  
Board Members: R. Bowden; S. Duncan; J. Edwards

## III. CALL TO ORDER.

Motion was made and seconded, prior meeting minutes approved.

Motion was made and seconded, current meeting agenda approved.

## IV. OLD BUSINESS.

Mrs. Bowden provided background on her current term as President and intends to serve her term another year as the HOA is under transition with a new management company (TPAM).

Mrs. Bowden explained Moore Pond's drainage system and the City's maintenance requirements—further explaining citation from the City for lack of adequate maintenance; the and the process MP HOA recently went through to obtain bids and negotiate with the City to remedy. Mrs. Bowden explained the need to dip into the HOA's Reserve Fund to meet the high maintenance costs. Discussion on the burden the drainage system places on the HOA (residents).

Mr. Little raised question with regard to Mrs. Bowden's presidential term extension, asked for a community vote. Mr. Mowrey inquired as to general election process. Motion was made (and seconded) for vote of affirmation—extending Mrs. Bowden's term for a year.

Some residents addressed issues with logging into TPAM online portal, as well as Moore Pond portal. Confusion over Moore Pond website resident login and TPAM's online portal. TPAM to send out community-wide e-mail to clarify difference between the two.

## V. NEW BUSINESS.

Mrs. Bowden stated the purpose of this Board Meeting was to cover issues, specifically the 2024 budget proposal, that could not be adequately addressed during the last meeting due to

an absence of a quorum (community-wide). She explained that while the Board has the ability to raise HOA dues by 15% in a year, anything exceeding 15% requires a community-wide vote.

At this time, our HOA has significantly exceeded its 2023 budget, having to backfill basic expenses with the Reserve Fund—citing landscaping maintenance, mowing, tree-work; storm clean-up. While the road is in good shape now, it will likely need repaving in the next several years. With this in mind, rather than imposing a special assessment on residents for capital contribution, the Board is proposing an increase to cover basic expenditures, as well as put a nominal amount (per household) back into Reserves given that it has been used for the last 5 months to backfill our community's basic expenses. This budget proposes \$1410.00 per household (which would include ~\$220.00 for reserve fund/capital contribution).

Mr. Burton asked how much is currently in the Reserve Fund. TPAM confirmed \$42,000.00, explaining it would be less at the end of the 2023 year because these were the funds being used to pay basic expenses at this time.

Mr. Wright asked whether the City would tell us how much it would cost to get compliant. Mrs. Bowden explained that the City does not do the required maintenance work. It is up to the HOA to obtain quotes from various contractors to complete the work. Dr. Duncan explained that the quotes ranged from \$14K - \$102K.

Mrs. Bowden further explained that our HOA was in a position to either get compliant or face being fined, meetings were held, and we got compliant. At this time, we are doing our best to remain compliant. If our HOA was able to get completely compliant, then the City would take over the maintenance. However, the cost to do this is exorbitant. Therefore, with trying to minimize cost to residents, we are doing the best we can to adequately address City's maintenance requirements.

Resident raised question—how much will it cost to get compliant? TPAM stated based on work to do be done ~\$75K (12 to 13 drainage waterways). Mrs. Bowden mentioned that our HOA may want to look into hiring an attorney because of the undue burden the maintenance requirements place on Moore Pond's residents.

Open discussion followed on the various options of raising budget to meet HOA's basic operating expenses, while also avoiding a significant special assessment for road repaving. Some residents opposed to padding the Reserve Fund for unforeseen expenses/future road repaving costs. Some residents see a benefit to padding Reserve Fund so as to avoid a significant special assessment. Agreement on allowing the Board to increase the budget by the maximum 15% allowed under its purview.

The initial 2024 Budget proposal (\$1410.00 per household) was voted down.

The Board agreed to increase the HOA 2024 annual dues to \$1127.00 per household.

## **VI. OTHER ITEMS.**

TPAM passed around sign-up sheet for residents to provide their e-mail address, as TPAM has not received response from each resident with their e-mail address for communication purposes.

## **VII. ADJOURNMENT.**

Motion to adjourn at 7:43pm. Seconded.

Minutes submitted by: JENNIFER EDWARDS (*Secretary*)

Approved by: RACHEL BOWDEN (*President*)

