**MINUTES OF THE DECEMBER 10, 2019 REGULAR MEETING OF THE PINEY-Z HOMEOWNERS ASSOCIATION**

**LOCATION OF MEETING:** 950 Piney-Z Plantation Road, Tallahassee, Florida

**DIRECTORS PRESENT AT MEETING**:

President: Cindy Saginario

Vice President: Sam DiConcilio

Treasurer: Kyle Kilga

Secretary: Diana Swegman

Committee Liaison: Chris Shoemaker

**CALL TO ORDER:**

The Regular Meeting of the Piney-Z Homeowners Association was called to order, December 10, 2019, at 6:30 P.M., by President Cindy Saginario.

**MINUTES:**

The Minutes of the October 15, 2019 Regular Board Meeting were reviewed.

A Motion with made by Chris Shoemaker to approve the minutes, as presented. Seconded by Kyle Kilga and passed unanimously.

The Minutes of the November Special Meeting of the Directors, Standards Committee and Hearing Committee were reviewed.

Correction to the Minutes: Page 2, line 7: Fines begin on the 15th day *from date on 2nd violation letter.*

A Motion with made by Sam DiConcilio to approve the minutes, with the correction. Seconded by Chris Shoemaker and passed unanimously.

**NEW BUSINESS:**

Cindy Saginario introduced Brad Gomez, Troop Master of Boy Scout Troop 118.

Mr. Gomez asked the Board’s permission for the Boy Scouts to canvas Piney-Z, again next year, for their “Scouting for Food” campaign. The Cub Scouts will hang the bags and instructions on doors, Saturday, January 25, 2020, and the Boy Scouts will pick up the food, Saturday, February 1, 2020. The food goes to Second Harvest.

A Motion was made by Chris Shoemaker to approve his request. Seconded by Diana Swegman and passed unanimously.

A resident requested the TPAM late fees be waived.

A Motion was made by Chris Shoemaker to not waive the fee. Seconded by Kyle Kilga. Yea votes: Chris Shoemaker, Kyle Kilga and Diana Swegman. Nay votes: Sam DiConcilio and Cindy Saginario. Motion passed.

The Board has received a request, from a candidate for Leon County Commission, to speak at one of the Homeowners Association Meetings.

A Motion was made by Sam DiConcilio to deny her request. Seconded by Chris Shoemaker and passed unanimously.

Revisions to the Restatement of Amended and Restated Bylaws of Piney-Z Plantation Homeowners Association, Inc. were discussed.

The bylaws must include Committee members, as members of the Board of the Homeowners Association, in order for them to be covered by the Association’s insurance.

Corrections to the revisions:

*Page 7, Article XVII Section 2: the photograph need only be confirmed by a second member*

*Page 8, Article XVII Section 2e:*  to notify *the Property Management Company*

*Page 8, Article XVII Section 3, line 3:* The Standard Committee shall *including a photograph* shall provide…..

*Page 8, Article XVII Section 3e:*  to notify *the Property Management Company*

*Page 9, Article XVII Section 5d:* The Board and the *Property* Management Company

A Motion with made by Kyle Kilga to approve the revised Bylaws, with the corrections. Seconded by Sam DiConcilio and passed unanimously.

The revised Piney-Z Homeowner’s Association, Inc. Covenant Enforcement Policy was discussed. Correction: *2d:* violation continues or *is (not it)….*

A Motion with made by Sam DiConcilio to approve the revised Enforcement Policy, with the correction. Seconded by Chris Shoemaker and passed unanimously.

The revised First Notice of Violation letter was discussed. Correction: Please notify *Lewis Property Management at ­­­­­­­­\_\_\_\_\_\_\_\_\_*  that ...

A Motion was made by Sam DiConcilio to approve the revised First Notice of Violation letter with the correction. Seconded by Chris Shoemaker and passed unanimously.

The revised Second Notice of Violation letter was discussed. Correction: Please notify Lewis Property Management at ­­­­­­­­*(address)* so an …

A Motion was made by Chris Shoemaker to approve the revised Second Notice of Violation letter with the correction. Seconded by Sam DiConcilio and passed unanimously.

The revised Committee Flow Chart was discussed. Correction: *Box 7 Column WHAT:* Notifies management, ~~and~~ BOD *and Standards Committee* of status monthly

A Motion was made by Kyle Kilga to approve the revised Committee Flow Chart with the correction. Seconded by Chris Shoemaker and passed unanimously.

Slate of Committee Members:

Architectural Control Committee

Chris Shoemaker, Chair

Philip Wilcox

Rick Hays

A Motion was made by Diana Swegman to accept these members to the Architectural Control Committee. Seconded by Kyle Kilga and passed unanimously.

Standards Committee

Dee Orgaz, Chair

Frank Cicione

Vince Rio

Ola Joyce

A Motion was made by Diana Swegman to accept these members to the Standards Committee. Seconded by Sam DiConcilio and passed unanimously.

Appeals Committee

Holly Synder, Chair

Becky Eccard

Susan Fields

A Motion was made by Kyle Kilga to accept these members to the Appeals Committee. Seconded by Sam DiConcilio and passed unanimously.

Neighborhood Response Team

Erick Arroyo, Chair

Pat Campbell

Dr. David Gilbert

A Motion was made by Chris Shoemaker to accept these members to the Neighborhood Response Team. Seconded by Kyle Kilga and passed unanimously.

Suspending the Landscape Committee, temporarily until the Association is financially able to resume the Committee, was discussed.

A Motion was make by Diana Swegman to temporarily suspend the Landscape Committee. Seconded by Chris Shoemaker and passed unanimously.

A temporary committee to carry out the grounds maintenance bid process was discussed.

Grounds Maintenance Contracts Committee:

Chris Shoemaker, overseer (chair)

Dee Orgaz

Frank Cicione

Diana Swegman (Fieldcrest)

A Motion was made by Sam DiConcilio to accept these members to the temporary Grounds Maintenance Contracts Committee. Seconded by Kyle Kilga and passed unanimously.

Since the Board meets every other month, now, a phone conference will have to be set up to review the Second Violations, on the off months. Cindy Saginario will check with Lewis Property Management on how this can be handled. Probably the third Tuesday of the month, at 3:00 P.M.

**COMMITTEE REPORTS:**

**ARCHITECTUAL CONTROL COMMITTEE**:

Two requests were approved, but the City denied one requesting to put in a circular driveway.

**STANDARDS COMMITTEE**:

Tricia Yates has resigned.

No 2nd violations.

**OLD BUSINESS:**

Cindy Saginario thanked Frank Cicione for setting up the Movie Night, She also thanked Meri Rosenbaum, Christ Shoemaker and Diana Swegman for their assistance.

John Hurst Outdoor Services can remove the dead cypresses along Heritage Park Boulevard.

Lewis Property Management is still working on contracting the removal of the other trees, in the development, that need to be removed.

Lewis Property Management is still waiting for payment, from the insurance company covering the woman who went through the fence, before the fence can be repaired.

The entrances have be cleaned up and decorated thanks to Chris Shoemaker, Phil Wilcox, Dee Orgaz and Jack Glunt.

Frank Cicione is working on a Newsletter Box.

Cindy Saginario finally got a reply, from the City, in reference to on-street parking, in Piney-Z. The e-mail came in just before the meeting, so she did not have time to read, and digest, the long reply. This issue is tabled until the February meeting.

MetroNet has announced plans to build a network in Tallahassee. There will be installation construction throughout the neighborhood in the coming months.

**FINANCIALS:**

On the October 2019 Profit & Loss, the $641.52 expenditure was for the assessment letters, not newsletters

A Motion was made by Kyle Kilga to accept the October financials with the correction. Seconded by Chris Shoemaker and passed unanimously.

On the November financials the $1,054.24 utility bill (it’s usually around $350.00) was due to a leak under the street. Lewis Property Management will check with the City for a possible reduction.

A Motion was made by Sam DiConcilio to accept the November financials has presented. Seconded by Kyle Kilga and passed unanimously.

A discussion about moving the bank account from Capital City Bank to Cadence Bank was tabled until the next meeting.

**TIME AND DATE OF NEXT MEETING:**

The next Regular Meeting of the Piney-Z Homeowners Association be held at 6:30 P.M., on February 18, 2020 at 950 Piney-Z Plantation Road, Tallahassee, Florida.

Future Meetings will be every other month (even months) at 6:30 P.M.

**ADJOURNMENT:**

A motion was made by Sam DiConcilio to adjourn the Meeting. Seconded by Kyle Kilga and passed unanimously. The Meeting was adjourned at 8:26 P.M.

**MINUTES SUBMITTED BY:**

Diana E. Swegman, Secretary