



**DRY CREEK RUN HOMEOWNERS' ASSOCIATION**  
P.O. BOX 547, TALLAHASSEE, FL 32302  
WEB ADDRESS: [WWW.DRYCREEKRUNHOA.COM](http://WWW.DRYCREEKRUNHOA.COM) | EMAIL: [DCRBOARD@TPAM.BIZ](mailto:DCRBOARD@TPAM.BIZ)

**HOA Board of Directors Meeting  
March 13, 2023  
Minutes**

The HOA board of directors meeting was called to order at 6:05 PM by President Alicia Thompkins-Perryman.

Proof of Notification was established through the association's posted signage located at the entrance of the subdivision; the sign was posted on Friday prior to the meeting by Vice-President Alethea Houston-Thompson.

A quorum of the board was established. Directors in attendance were Alicia Thompkins-Perryman (President), Alethea Houston-Thompson (Vice-President), Adner Marcelin (Treasurer), and Tej Poudel (At-Large). Director Felicia Shorter (Secretary) was absent, and her absence was excused. Zane Woods for TPAM was present and noted a need to depart at 7:30PM.

The agenda for the meeting was presented to the board. Treasurer Marcelin made a motion to amend the agenda to include a finance report and board member contacts and subsequently appeals and extension of fines. The motion was seconded by Director Poudel and adopted unanimously by the board.

President Thompkins-Perryman read the minutes provided by Secretary Shorter. Vice-President Houston-Thompson noted a correction of the year, and the minutes were approved with noted changes.

Community Manager Zane Woods of TPAM presented the management company's report. Mr. Woods updated the board on the 3<sup>rd</sup> quote for the repair of the swell, which totaled \$26,410.80. He also provided the board with notice that a draft notice concerning a pending fence repair for two residents was almost done being drafted. The parking letter should be ready to go to the board for final review.

Coyote Creek Repair Discussion - \*\*REDACTED DUE TO POSSIBLE LITIGATION \*\*

Architectural Request: An unofficial request was made to the board by resident Danny Song (960 Beaver Creek Way) for the board's permission to proceed with the installation of a "silver birch" roof. After discussion, Treasurer Marcelin moved for the approval of the requested roof type and color and the motion was seconded by Director Poudel. The motion passed unanimously.

Finance Report: Treasurer Marcelin updated the Board on his progress in moving the Board's reserve account to Self-Help Credit Union and updated the board on the interest gained on those accounts. Treasurer Marcelin reported on last month's numbers from TPAM and submitted his report subject to audit.

Resident Debroah Roberts, (3582 Jim Lee Rd.) asked to be recognized at the meeting and after being recognized, spoke of difficulties reaching TPAM. She expressed a desire to communicate to residents the importance of attending HOA's meetings.

**Old Business**

Lawn Maintenance Quotes – Mr. Woods informed the board of his receipt of two quotes for landscaping. Five companies were contacted for a bid, and two didn't respond. Mr. Woods is actively looking for other maintenance contracts.

Treasurer Marcelin suggested that all HOA contracts should be conformed to run from January 1<sup>st</sup> – December 31<sup>st</sup> and requested that all 2024 contracts be submitted to the board by December 1<sup>st</sup> for adoption at the annual meeting on December 11<sup>th</sup>. The suggestion was unanimously accepted.

A resident suggested Mr. Woods contact Travis of Blue Skye to provide a quote. Vice-President Houston Thompson added to the record the board's expectation to have three quotes for every contract bided out through the HOA.

Fines Committee - Vice-President Houston-Thompson presented members of the fines committee and provided updates on her efforts to recruit members. Additional members volunteered.

The following names were presented to the board for appointment to the fines committee: Carolyn Jones, Brittney Clark, and Emily Warren. The names of Lydia Simmons and Chaella Garcia were added as alternates. A motion was made by Treasurer Marcelin to accept said names and was seconded by Director Poudel. The motion passed unanimously.

Street Parking notifications: Treasurer Marcelin suggested that TPAM check with the validity of the board to tow residents parked (100% on City streets). Vice-President Houston Thompson noted safety concerns.

Outstanding HOA Dues: The board had several residents present who wanted to speak about outstanding HOA Dues. The board decided to handle those matters in a close session at the conclusion of the meeting.

Due to Mr. Wood's need to depart, the following comments were moved up on the agenda. Comments were added on how TPAM handles payments received via mail. Treasurer Marcelin noted to Mr. Woods to inform Ms. Bruce (TPAM's accountant) that a Feb 22<sup>nd</sup> reversal of 150.00 was processed in the operating account. Suggestions were made to update the credit card vendor's name on credit cards from "Paylease" to "TPAM" if possible.

Treasurer Marcelin also directed that Mr. Woods deliver a written letter by mail to all residents who have returned payments, and to ensure that all residents have paid their obligations to pay balances promptly.

## **New Business**

The newsletter draft was presented to the board and approved for publication. The board would entertain a conversation with resident David Garcia to produce future newsletters. The initial newsletter budget would be funded out of the community events budget, and subsequently, advertising would fund it.

President Perryman asked that towing from city street language be removed until we gain clarity on towing. Additionally, we would ask anyone wishing to advertise in the newsletter to contact [DCRBoard@tpam.biz](mailto:DCRBoard@tpam.biz). A motion was made to approve up to \$175.00 for the printing of the community newsletter, and the motion was seconded by Vice-President Houston-Thompson and passed unanimously.

A new letterhead was approved with the change of adding the official business email for the board ([DCRBoard@tpam.biz](mailto:DCRBoard@tpam.biz)). Vice-President Houston-Thompson made the motion, and it was seconded by Director Poudel with the noted changes. The motion passed unanimously.

Residents present at the meeting asked that we notify residents of unkept lawns. It was decided that the parking and lawn notices would go out jointly, and would commence on April 1, 2023.

The board had a discussion and an initial review of the new contract provided by TPAM. The board has decided to schedule a special meeting on **April 20, 2023, at 6:00 pm via Zoom** to discuss and finalize the contract. Treasurer Marcelin will create a google doc so that edits can be made in preparation for the board meeting.

There were no residents on the call to request appeals or extensions.

Owner Comments:

A comment to place dog stations in the community was made. Suggestion dog owner. Vice-President Houston-Thompson would check on what Neighborhood affairs could do to assist with that request.

Board Member Comment

Treasurer Marcelin pointed out a conflict in the restrictive covenant calling for an enforcement committee and asking the board to interpret it as the fine committee until the covenant can be amended with the quorum of the community.

Director Poudel reminded the board of the need to obtain quotes for the installation of a third camera in the community on Beaver Creek.

The Board moved to a closed session.

**CLOSED SESSION**

**\*\* REDACTED \*\***

**CLOSED SESSION ENDED**

The meeting was adjourned at 8:45 PM.

Minutes submitted by:

Treasurer Marcelin in the absence of Secretary Shorter