

**Hérons Glen Homeowners Association, Inc.**  
**Board of Directors Meeting**  
**May 14, 2025**  
**in the HOA Conference Room and via ZOOM**  
**at 5:00 p.m.**

I. Call to Order. President Wright called the meeting to order at 5:00 p.m.

II. Pledge of Allegiance. Director Lowe led all in the Pledge of Allegiance.

III. Roll Call. Director Kozak called the roll with the following responding: Directors Huetteman, Kozak, Long, Wright, (attending via zoom) Romine, HOA Manager Gillespie and Administrative Assistant Roy, absent HOA Manager Rambo. Director Fell had an excused absence.

IV. Approval of Meeting Minutes.

A. The April 9, 2025, Board Meeting Minutes were reviewed and approved as presented.

V. President’s Report: Hurricane Season will soon be here. Be prepared. Hopefully it will be a calm season. In case it isn’t, be sure and update your contact information and for seasonal residents, your home watch person, with the HOA Office. Also, remember to remove any items in your lawn that might become projectiles in strong winds.

This is alligator mating season. Please be aware. Do not feed alligators. If you are out walking between dusk and dawn, especially if you are walking your dog, be sure and carry a flashlight so you can avoid any encounters with wildlife. It is also a good idea to wear reflective clothing so that cars and golf carts can see you.

Stay safe and let’s all hope the rainy season starts soon. Respectfully, Mary Wright, President

VI. Treasurer’s Report. Treasurer Huetteman presented the following:

A. Draft Financial Report for March 31, 2025	
<b>Operating Funds</b>	
Revenues	1,620,849.54
Expenses	1,574,361.44
Revenues under / over Exp	46,488.10
Fund Balance - October 1, 2024	97,178.67
Fund Balance – March 31, 2025	143,666.77
<b>Pooled Reserves</b>	
Revenues	277,284.07
Expenses	140,174.44
Revenues under / over Exp	137,109.63
<b>Pooled Reserves Year to Date</b>	
Balance October 1, 2024	1,111,881.10
Fund Balance - Fiscal Year	137,109.63
Total Pooled Reserve Balance, March 31, 2025	1,248,990.73
Marathona Preserves Balance not in Pooled Reserves as of March 31, 2025, including interest	37,078.08

B. The total amount of our delinquencies as of **APRIL 22, 2025, is \$32,088.23**– this figure includes \$4,000 in fines assessed to lot 576 (\$1,000), 143 (\$1,000), and 308 (\$2,000). There are 3 attorney cases. Our accountant has sent No pre-lien notices (certified letters), 1 late notice and 24 reminder letters.

VII. Manager’s Report

A. HOA workload numbers for April 2025		
ARC	17 Notices	
Grounds Committee	99 Notices	
SSEP residential lighting	87 emails/Ltrs	
Notifications of homes sold	12	
Lampposts checked for lightbulb replacement	33	
<b>Gate Entries</b>		
Resident	April 2025 – 29769	
Visitors	April 2025 – 6556	
Garage doors open	9	
Yard lights out	106	
Parking citations	27	

B. Maintenance and Other Items:

1. Activities Committee 2026 5K run/walk event- I checked with the Attorney to ask if there are any liability concerns that the HOA should be made aware of and if the participants should sign a waiver. The attorney responded asking if the event would be residents and their guests only or if open to the public. Denise Fell confirmed the 5K run/walk event would only be open to the residents and their guests. The Attorney indicated he would get a liability waiver that would be a good idea to use. I received the liability waiver and will add it to the information for the proposed 5K run/walk once that is ready to come to the board for review.
2. Ditch on North Property:  
It appears McNew Ranch is creating a ditch parallel to the Herons Glen drainage ditch. This is a concern if the drainage ditch has any impact to Herons Glen drainage. In addition, they have been clearing trees along their fence. There is a concern that the debris they are clearing is being thrown up into the tree line area which creates a fire hazard. It is on their property but still a concern. No contact as of today.
3. Residents Only Envelopes in Mailboxes  
I received reports of mailers with Herons Glen Residents Only on it that residents were finding in their mailboxes. This gave the appearance that a solicitor did this. I checked with the Post Office, and this is a legitimate mailer through a USPS program called Every Door Direct Mail (EDDM). The company pays for a certain location and number of doors for the mailer to be delivered too. The local mail carrier I met with recognized the envelopes and verified she delivered them. It is a new way to do direct mail advertising.
4. Hurricane Ready Signs  
Two signs have been placed, one in the Herons Glen Blvd median at Palo Duro/Embarcadero and one at Via La Quinta/Palo Duro.
5. Stormwater Drains  
The stormwater cleanout on Wheelock Dr. started on Monday, May 12<sup>th</sup>. The diver team spent all of Monday clearing out enough space for the plugs to be installed. The ends of the pipes had a lot of buildup past the end of the pipes. The diver team had to excavate these areas and then excavate enough debris out to insert the plugs. One pipe was found to be 48” corrugated metal. The size and type were not expected and is not listed on any plans the HOA has. An assessment will be done on this pipe when they get to it and begin cleaning it. The pipe they cleared on Tuesday had a lot of water coming in from sections that had some minor separation. As of late today, all assessments resulted in the determination that this is ground water leaking in and it will level off. Sewer Viewer and another company that was consulted about this indicated this is a common occurrence seen in concrete pipes. All work should be done by the end of the week.

6. Common Area LCEC Leased Lights  
According to Patrol reports as of today, all leased lighting is working.
7. Sidewalk repairs  
The sidewalk repairs on Wheelock Dr. have been delayed until the storm water pipe clean outs are completed.

#### VIII. New Business

- A. Director Wright presented the following motions:
  1. The board approve a fine of \$100.00 and \$100.00 each day the violation continues, not to exceed \$1000.00 in aggregate for Lot #0272 2091 Embarcadero Way for violations of the Community Wide Landscape Standards and the Declaration of Covenants, Conditions and Restrictions for Herons Glen. **Motion 2025-36** was approved unanimously.
  2. The board approve a fine of \$100.00 and \$100.00 each day the violation continues, not to exceed \$1000.00 in aggregate for Lot #1023 20854 Wheelock Dr. for violations of the Community Wide Landscape Standards and the Declaration of Covenants, Conditions and Restrictions for Herons Glen. **Motion 2025-37** was approved unanimously.
- B. Director Huetteman presented the following motions:
  1. The board approve the 9-30-2024 Financial Audit Report. **Motion 2025-38** was approved unanimously.
  2. The board approve the 2025/2026 Long Range Plan. **Motion 2025-39** was approved unanimously.
  3. The board approve the contractor for the Guard house roof replacement. **Motion 2025-40** was approved unanimously.
- C. Director Long presented the following motion:
  1. The board approve the nominating committee members as presented. **Motion 2025-41** was approved unanimously.
- D. Director Lowe presented the following motions:
  1. The board approve a 14-day notice and publication of the proposed amendments to the Community Wide Standards for Lighting, Light Fixtures and Light Posts. **Motion 2025-42** was approved unanimously.
  2. The board approve a approve a 14-day notice and publication of the proposed amendments to the Community Wide Standards for Mailboxes and Mailbox Posts. **Motion 2025-43** was approved unanimously.
  3. The board approve the Veterans of the Glen event sign request. **Motion 2025-44** was approved unanimously.

IX. Other Business: None

X. Resident Comments and Questions: There were no resident comments or questions.

XI. Residents in attendance: There were no residents in attendance.

XII. Adjourn. With no further business, President Wright adjourned the meeting at 5:27 p.m.

The next Board of Directors Workshop Meeting will be held on Tuesday, June 3, 2025, at 1:00 pm in the HOA conference room.

The next regular meeting of the Board of Directors will be held on Wednesday, June 11, 2025, at 5:00pm in the HOA conference room.

*Respectfully submitted by Joyce Gillespie, HOA Manager*