

**PROPERTY OWNERS' ASSOCIATION OF HILLTOP LAKES, INC.**  
**SPECIAL BOARD OF DIRECTORS' MEETING**  
**March 5, 2026**  
**Community Center**  
**CLOSED SESSION @ 5:00 P.M. AND OPEN SESSION @ APPROX. 6:00 P.M.**  
**MINUTES**

Present: President Tommy Raymond, Vice President Sadie Kline, Treasurer Tiffani McKinney, Secretary Tony Hatcher, and directors Doug Johnson, Colleen Majoue, Ray Escoto, Farrell Butler.

- I. Call to Order – Directly into Executive Session (Closed) – The board will convene in Executive Session as authorized under Section 200.0051, Open Board Meeting, Subsection (C) to discuss:
  - a. Confidential Property Owner Matters
  - b. Potential Contracts
  - c. Personnel
  - d. Legal
  - e. Other
- II. Call to Order – Open Session (approximately 6:00 p.m.) – Meeting called to order at 6:01 p.m. by President, Tommy Raymond.
- III. Invocation & Pledges – Jon Druckhammer
- IV. Approval of Agenda – motion to approve the agenda made by President, Sadie Kline and seconded by Ray Escoto. Unanimously Approved.
- V. Recap of Closed Session – March 5<sup>th</sup>, 2026 – President, Tommy Raymond reported in closed session they discussed the 911 Re-Addressing of Hilltop Lakes.
- VI. March 5<sup>th</sup>, 2026, Agenda Topics
- VII. Old Business – Discussion & Potential Action

President Tommy Raymond introduced Tanner Erb, GIS Engineer, to present on the 911 Re-Addressing Project at Hilltop Lakes. Vice President Sadie Kline stated that Mr. Erb would provide an overview of Phase 5, explain the recent address changes and the reasons behind them, and address questions and concerns from property owners.

Mr. Erb explained that Phase 5 will impact properties in and around the golf course. He noted that 911 routing and call forwarding rely on road geometry, meaning how roads function in real-world conditions. He further explained that he and the county coordinator collected precise centerline data using a Trimble unit, which utilizes multiple satellites to ensure accuracy. With assistance from Vice President Kline, Mr. Erb provided examples (e.g., Golfview) to illustrate why certain changes are necessary based on road geometry, emphasizing that 911 systems must follow these standards, even when some existing roads do not comply.

Mr. Erb informed attendees that Fairway Drive will remain unchanged, while Golf Club Drive will be renamed. He also stated that Sammy Snead will not change; Johnson Lane will become Johnson Loop; and Van Beern will be renamed Van Beern Crossing. He added that, in some cases, street names will remain the

same, but address numbers will change and new posts will be added to the name.

Vice President Kline added that she is compiling a comprehensive list of all changes to share with the community.

In response to a property owner's question regarding the purpose of the project, Mr. Erb explained that increased property sales and development have highlighted limitations in the current addressing system, with some areas running out of available addresses. He stated that a valid 911 address is required to obtain a certificate of occupancy, making the re-addressing effort necessary to support continued development.

A property owner asked Mr. Erb how many lots were involved, questioning the need to change hundreds of addresses for only a small number of properties. Mr. Erb responded that the number of affected lots was just under a dozen. Mr. Erb stressed the importance that this will also help future property owners hoping to build at hilltop lakes. Mr. Erb stated that when the Hilltop Lakes community was established in the 1970s, there was not enough foresight to anticipate its current growth. He explained that the community was not originally projected to expand to its present size, which has contributed to the need for the current re-addressing efforts.

A separate property owner asked whether, at the outset, residents had been told that converting to three-digit addresses instead of two-digit addresses would resolve these issues. Mr. Erb responded that, because Hilltop Lakes is a community exceeding a certain number of residences, a standardized addressing base must be established. He explained that the system operates from a base numbering structure applied consistently throughout the community, which is why a three-digit numbering format was implemented.

A property owner asked whether the changes affect only Hilltop Lakes or Leon County. Mr. Erb responded that it is neither specific to just Hilltop Lakes nor limited to Leon County, explaining that the 911 district oversees six counties and applies standards across all of them. Another property owner asked if changes were being made across all six counties. Mr. Erb clarified that they are not. He explained that specific criteria must be met to initiate a re-addressing project, and only areas meeting those criteria are subject to changes. He emphasized that the goal is not to disrupt residents or unnecessarily change addresses, but to ensure the system functions properly. Mr. Erb further explained that Hilltop Lakes has grown and evolved, and updates are necessary to support continued development, allowing new property owners to buy, build, and obtain proper addressing. Once Hilltop Lakes met the required criteria, the project was initiated. He added that outreach began in September to inform residents and begin discussions about the upcoming changes.

Another property owner asked whether the addresses that prompted the re-addressing were located in a specific area. Mr. Erb responded that they were not concentrated in one location but rather scattered throughout Hilltop Lakes.

Mr. Erb stated that the project is being completed in phases to avoid selectively addressing isolated areas throughout the community. Mr. Erb also stated that street names must be unique to prevent confusion for 911 dispatchers. Mr. Erb said they are trying to help prevent something potentially catastrophic.

Mr. Erb addressed a common question regarding the origin of the project and whether it was created by the county. He clarified that it was not. He explained that the initiative stems from a federal organization, the National Emergency Number Association (NENA), which establishes guidelines and standards for 911 systems nationwide. Each state adopts its own version of these standards; in Texas, these are overseen by the state's regulatory body for 911 services. Mr. Erb stated that the effort is part of what NENA refers to as "Project 2030," a set of guidelines and standards that, once adopted by a state, must be implemented within a specified timeline. He explained that due to ongoing growth, development, and changes within the region, these standards must be applied to ensure compliance. He further noted that adherence to these guidelines is critical because funding for 911 equipment in Leon County is tied to compliance. If the district does not meet the required standards, it risks losing state funding necessary to maintain 911 equipment and ensure proper call routing within the community.

A property owner asked whether the Board is responsible for deciding street name changes. Mr. Erb responded that recommendations are provided, but the Board is involved in the process. Vice President Sadie Kline clarified that this is not something the Board can formally vote on. She stated that the Board is working in conjunction with the 911 district to minimize changes as much as possible. She further explained that the 911 district outlined the risks associated with not making certain changes, and the Board had to acknowledge and accept those risks

Board member Ray Escoto asked whether property owners would be responsible for replacing street signs or if the cost would come from POA funds. Mr. Erb stated that this is still being worked out and remains an active, ongoing discussion

Mr. Erb stated that he is meeting with Google to ensure that accurate address data is provided so their maps and software are updated. This will allow API integrations, such as those used by insurance companies, to reflect the correct information.

A property owner asked if there was a way to stop the re-addressing project. Vice President Sadie Kline stated that she has contacted the judge and several other officials, all of whom confirmed that it cannot be stopped.

A property owner asked how to formally protest the name of their street and what the proper format would be. Mr. Erb stated that residents should bring their concerns to the Board. Vice President Sadie Kline clarified the question for Mr.

Erb, who then directed her to contact his supervisor for further guidance, who stated he would research that question.

A property owner suggested that, since the Board is allowed to provide input on street names, they might consider the community's concerns and recommend that some roads remain unchanged. Vice President Sadie Kline stated that the Board had attempted this but was informed that it was not possible.

Mr. Erb stated that they are nearing the end of the 911 re-addressing project. They have almost completed all 5 of the 5-phase project. The 911 re-addressing is 52 days away from completion.

A property owner asked about a letter she received indicating she had 30 days to change her address. Vice President Sadie Kline stated that TJ Folley was able to get the deadline extended to next year.

A property owner asked whether those who have already updated their addresses on personal documents will need to change them again, and if there is a possibility of further changes. Mr. Erb stated that during a Board meeting in January, all re-addressing work was completed and finalized. He explained that once a phase has been reworked and agreed upon, it is considered final.

Mr. Erb stated that once 80% of the project is completed, Google will review and update the new address data.

A property owner expressed concern about the cost of updating a driver's license. Mr. Erb stated that if residents take the letter they received to the Department of Public Safety (DPS), the address can be updated at no cost.

A property owner asked how the changes would affect USPS mail delivery. Mr. Erb stated that he did not know exactly which system USPS uses on the back end so he could not answer that specifically.

Treasurer Tiffani McKinney stated that she did a preliminary estimate of the cost to replace all street signs. She noted that printing alone could range between \$15,000 and \$20,000, not including posts or labor costs. Vice President Sadie Kline instructed Mr. Erb to inform the state that the community receives no funding from the county.

Mr. Erb stated that, based on the project timeline, letters for Phase 5 will be sent in early April, providing 30-day notice that addresses will be changing.

Treasurer Tiffani McKinney explained that when a street name is selected, it is entered into the 911 addressing database. If similar names already exist in the system, the new name cannot be used. She noted that this rule applies universally across all areas. Treasurer Tiffani McKinney also stated that when these streets were originally named, Leon County 911 did not exist. She noted that 911 came to the community after Hilltop Lakes was built and that efforts

have been made to preserve the theme of the area when selecting new street names.

VIII. Announcements – No announcements were made.

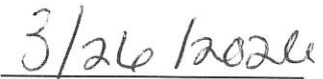
IX. Adjourn – Motion to adjourn made by President, Tommy Raymond at 7:39 and seconded by Vice President, Sadie Kline. Unanimously approved.

NOTES:

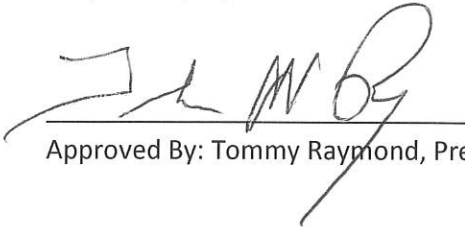
- 1) Open Session recorded and uploaded to the members' only area of the website the following business day.
- 2) Video recording/Livestreaming of the meeting will be permitted, approved by the Board of Directors.
- 3) Committee Reports attached to financial report handouts.



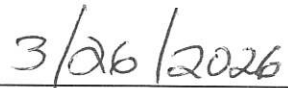
Prepared By: Kyla LeMoine



DATE



Approved By: Tommy Raymond, President



DATE