

Appor 2/21/22

**Turtle Creek I & II HOA
Board of Director Meeting Minutes
January 25, 2022 at Ameritech Management**

Board members present were:

Damian Kondrotas - President, Paula Uselis – Treasurer, Denise Hart – Secretary, Pete Jula – Director, Ray Harrison – Director, Gary Williams – Director, Beverly Neubecker - Ameritech Management

Board Members not present: Herb Chavanne – Director

Guests present: Nancy Jula

Meeting Called to Order

The meeting was called to order at 3:11pm by Beverly Neubecker.

Reading of the Minutes

Paula moved to waive the reading and approve the minutes from the November 30, 2021 meeting, seconded by Gary. All members were in favor – motion carried.

Manager's Report

- **Collections** –Beverly stated that all July 2021 HOA fees have been collected. However after reviewing the collections report 20 Randall Court was \$50 behind. The second half of year billing was due in January. There are 31 homeowners that are past due a total of \$23,150.
- **Walk-through TC** – Report is still being audited. Paula told Beverly to stop preparing the excel spreadsheet because there were too many errors being made during the preparation of the spread sheet from the system reports. Paula is working with Beverly to verify that the data entered in the computer system accurately reflects the items found in the walk-thru.

Treasurer's Report

November financials were not sent to the Board until requested by Paula. November was received on 1/3/22. December financials were sent to all Board members on 1/10/22 for review. Paula stated that through December 31, 2021 the HOA was still operating under budget. Tree Trimming in November of \$4050 was over the yearly budget of \$1000.

Unfinished Business

- Damian requested that the Board re-visit having all Turtle Creek sidewalks cleaned at the same time for consistency. The Board decided not to pursue this.

New Business

- **55 Kelleys Trail Property Line**...The homeowner at 55 Kelleys Trail contacted Beverly stating that the homeowner at 65 Kelleys Trail planted trees outside of their property line. Dennise proposed that the Board send a letter to 65 Kelleys Trail stating that they need to remove any trees that were planted outside of their property line as this is a violation of the HOA rules. Gary seconded the motion and all were in favor. Motion passed. Paula will prepare the letter for Beverly to send out.
- **Tree Removal**Paula proposed that the HOA have the tree removed that is rotted and leaning on the monument on the south side of Randall Court. Ray then proposed that the Board have the Palm Tree on the north corner of Woody Lane removed since it is growing on an angle that might

effect the monument there. The Board tabled this discussion until next meeting so that all could take a look at both trees.

- **Christmas Decorations**Paula has all of the Christmas decorations from the monuments packed and labeled. She asked if anyone could store the decorations until next year or if we should get a storage facility at a rate of about \$100 per month. The other option is to hire a company to decorate each year. Dennise said she would store the current decorations.
- **Street Signs**....At our previous meeting it was noted that the green paint on our street signs is peeling off. Beverly was asked to gather 3 quotes for replacing the signs and 3 quotes for painting the signs. At the meeting she presented only one quote for replacing the signs. There was not enough data to discuss so the Board requested that Beverly complete the 6 quotes by the February meeting.
- **Hedges along Sidewalks**Damian asked that a letter be sent to homeowners that have hedges and shrubs growing along the sidewalks to keep them trimmed back. Paula stated that the Master HOA stated that “any shrubs that are 40’ from the center of East Lake Woodlands Parkway should be maintained by the master HOA”. Damian asked Beverly to set up an appointment with the Master HOA to discuss the care of these hedges.
- **Monuments weeds and ants**Damian will order weed killer and ant killer and take care of these at the 9 monuments.
- **Landscaping of Monuments**....The monument painting is complete. It is time to address the landscaping at each monument. Dennise agreed to head a committee to design the landscaping for all 9 monuments. It was agreed that the monuments do not have to be identical but we would like to have the palms at each side of the monuments stay in place.

Next Meeting

Tuesday – February 22 at 3:00pm at Ameritech

Meeting Adjourned

Gary proposed that the meeting adjourn at 4:07pm. Dennise seconded and all were in favor.

Action Items before Next Meeting

Beverly

1. “Board Member Code of Conduct” was executed by all Board members that were present at the meeting. Beverly will get signatures from Herb and Dennise and then make a copy for each Board member of the fully executed document.
2. Gather 3 quotes for replacing the street signs and 3 quotes for painting the street signs and complete the 6 quotes by the February meeting
3. Set up an appointment with the Master HOA to discuss the care of the landscaping and hedges/trees/shrubs that are 40’ from the center of East Lake Woodlands Parkway which the master HOA stated that they are responsible for.

Paula

1. Paula will prepare the letter to 65 Kelleys Trail for Beverly to send out.

Denise

1. Store the current Christmas decorations
2. Organize a committee to design the landscaping for all 9 monuments