

*Approved
8/24/21*

**Turtle Creek I & II HOA
Board of Director Meeting Minutes
July 27, 2021 at Ameritech Management**

Board members present were:

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

Board Members not present: Herb Chavonne – Director

Guests present: Nancy Jula – Lot Owner

Meeting Called to Order

The meeting was called to order 3:11 pm.

Reading of the Minutes

Denise moved to waive the reading and approve the minutes from the June 29, 2021 meeting, seconded by Paula. All in favor – motion carried.

Manager's Report

- **Collections** – Reported 15 delinquent units owe July HOA fee. Late fees will not be assessed until after 8/31/21
- **Walk-through TC** – reported 26 homes with violations
- **ARCH Requests** – 70 Turtle Creek Cir house paint colors approved
- **Responses Received** – Letter from Master HOA attorney regarding drainage was received. The Board discussed and agreed no action required at this time.

Treasurer's Report

Paula stated that through June 30, 2021 the HOA is over budget by \$2,910 however the HOA does have funds remaining from the 2019-2020 fiscal year that will be used to cover the budget deficit. This leaves an overage remaining in our account from 2019-2020 of \$7,421.

Unfinished Business

- **Monument Cleaning and Paint** – this work will be scheduled after a decision is made on palm tree removal
- **Resolution on Rule Enforcement and Rule Additions** – (1) Attorney has not recorded Resolution regarding future enforcement of Article II-Restrictions of the Declarations (3) the Board Rules will be sent to Lot Owners with a Board vote scheduled for the August Board Meeting.
- **Landscaping Contract** – Paula will coordinate changes to Nice Care Lawn Service contract to include: (1) a 30-day cancellation clause for both parties; (2) addition of raking and bagging leaves in streets caused by the HOA owned Oak Trees; (3) elimination of mowing Access Ways and Easements adjacent to Lots (4) elimination of landscaping and shrub trimming along East Lake Woodlands Parkway

New Business

- Ray Harrison left the meeting at 3:39pm. Subsequently on 7/28/21 at 4:12pm Ray sent an email stating his resignation was effective on 7/27/21.
- Paula presented a sample letter to be sent only to lot owners along East Lake Woodlands Parkway to let them know about the reduction in landscaping that was previously provided by the HOA

along the parkway. Paula motioned that we approve the letter to be sent out, Pete seconded, and all were in favor, motion passed.

- Paula presented a document containing instructions to access the TC HOA documents on the TC HOA web site. The document also included a summary of the rules that are detailed in "Article II – Restrictions" of the Declaration to help home owners be more aware of the level of care needed to preserve our neighborhood. Paula proposed that this document be included in the letter going out to each homeowner regarding the Board Rules that will be voted on August 24 at the next Board Meeting. Pete proposed we wait a week to send out so he can complete his review. He and Paula will work out changes. Denise seconded the motion. All were in favor of sending the summary with agreed upon changes.

Meeting Adjourned

Denise proposed that the meeting adjourn at 4:55pm. Pete seconded and all were in favor. Motion passed.

Action Items before Next Meeting

- **Beverly**
 1. Find out if we can save money trimming Oaks at same time they cut Palm Trees near the monuments. If yes, please have each vendor quote to trim the Oak trees on the entrance to Turtle Creek Circle and at Christie Lane. Please get a separate quote for Oaks, not combined with palms.
 2. Expedite getting Resolution recorded. Send out recorded Resolution and attorney letter to all home owners.
 3. Send out Letter to all Home Owners regarding Board Rules, and Welcome Rules 14 days (August 5 or 6) before next Board meeting on 8/24/21
 4. Send letter to 55 Turtle Creek Circle stating they did not get approval to remove the Oak trees in their yard. They will need to complete the request form and attach the county permit that allowed them to remove the trees.
 5. Pick up meeting signs and put out for Board Meeting monthly.
 6. Notify accounting that Late fees will not be assessed on HOA fees if payments are received by 8/31/21. Late notices can go out after late fees assessed.

- **Paula**
 1. Work with Manuel to change Lawn Maintenance contract to include the items listed under Unfinished Business above