

**Turtle Creek I & II HOA  
Board of Director Meeting Minutes  
March 9, 2021 at ELW Country Club**

Board members present were: Pete Jula, Paula Uselis, Herb Chavonne, Ray Harrison, and Damian Kondrotas. A quorum of the Board was present. Beverly Neubecker, Ameritech Management also in attendance.

The meeting was called to order 5:08 pm

The minutes from January 26, 2021 meeting was approved this meeting by a motion from Paula and seconded by Herb. All in favor, carried.

**Manager's report**

Beverly stated that two emails had been sent from Debi Hudrlik, manager for the East Lake Woodlands master association explaining their position on how they believe the drainage area easement belongs to Turtle Creek (property line between 20 & 30 Kelly's Trail). Herb suggested going to the County website to determine who the easement belongs to and to see if there are any drawings that would support easement responsibility. Management will research. Ray brought part of the docs from 1987 showing the drainage belonging to the master association. No amendments have been found. This will be researched as well. Damian suggested a letter be drafted to the master association stating that Turtle Creek HOA is not responsible for the drainage and will not accept the response from the master association. Management will provide the draft for Board review.

**Treasurer's Report**

The Treasurer's report was given by Damian Kondrotas. Damian stated there were a few items of concern that were out of balance in the budget: lawn service, legal, administrative costs. Damian and Beverly will review the items and make any corrections if needed. All bills for lawn will be sent to Ray for review first as he deals directly with the lawn service. Paula will go through the legal documents to identify funds specified as required. All new invoices to that end will be submitted to Paula.

The Board agreed to begin work on the 2021-2022 Annual Budget. A budget committee was appointed headed by Damian to include Pete and Paula to analyze the actual expenses in detail and prepare a preliminary budget for the upcoming fiscal year.

**Unfinished Business**

**Policy and Procedure Project/Resolution to enforce rules:** The Board discussed the policy list provided by Paula after legal input 2/10/21. Ray moved to have all items grandfathered in for extended period. There was no second, the motion died on the floor. More discussion ensued. Damian moved to do a two part plan: A. draft a grandfathering letter to go out to the membership and B., to include grand-fathering in that three dogs are allowed until an owner no longer lives in Turtle Creek I & II. Herb seconded the motion, all in favor. Paula will discuss with legal as to whether a petition can be used to change the rule regarding pets found in the Covenants. Paula will also work with legal to soften the letter that will be sent to homeowners regarding future enforcement of rules. Paula will present at the next meeting of the Board.

No letters regarding rule enforcement policies will be sent to homeowners until the final wording is approved by the Board.

**Rules Violation Policy:** The Board discussed the current violation report from management. Pete asked if the report could be more condensed so it was easier to follow. Management will create a spreadsheet for future meetings.

Welcome packets were discussed to include rules & regulations. Paula will begin a preliminary packet. Paula moved to approve for immediate use the Rules Violation Policy, and the two sample homeowner violation letters with attorney markups. Damian seconded the motion, all in favor, carried.

**Collection Policy:** Paula moved to accept the collection policy as amended by the Board from the initial provisions submitted by legal, seconded by Damian, all in favor, carried.

Speeding in the association was discussed. Herb moved we gather data on hiring an off duty police officer to monitor the speed in the association, Damian agreed to gather the information and costs.

Damian suggested that a committee be set up to review and upgrade website and suggested John Mannion since he has already mentioned it. Beverly will work on this project with John.

**Kneewalls –Sign update/Report:** Damian agreed to work with neighbors that are interested in remodeling/upgrading the knee walls to get input from others on ideas. He would also look at how many knee walls in hopes of scaling back on knee walls. Beverly will gather vendors that have worked in the area and ask for proposals from them. Beverly will coordinate with Damian.

#### **Next meeting**

The next meeting will be held April 27<sup>th</sup> (The fourth Tuesday of each month perpetually) at 3:00 p.m. at Ameritech Management office in Clearwater.

#### **Adjournment:**

Herb moved to adjourn the meeting at 6:50 p.m., seconded by Damian, all in favor, carried.

#### **Action Items This Meeting:**

1. Research County for drainage responsibility- Bev.
2. Draft a letter to Master Association regarding drainage- Bev
3. Review line items of overage & address- Bev & Damian
4. Billings to go to Ray & Paula Lawn & legal-Bev..
5. Create a violation spreadsheet each meeting- Bev.
6. Petition legal about changes made on policies- Paula
7. Welcome packet draft started for review-Paula
8. Off duty police officer for speeding enforcement-Damian
9. Kneewalls/Sign proposal next meeting- Damian & Bev.
10. Website upgrade with IT department-John & Bev.
11. Committee to review detailed expenses for planning 2021-22 budget- Damian