

Quail Ridge HOA
Board of Director's Meeting
January 9, 2018

Meeting was called to order by Cyndra Gasperini, President and quorum was established. Board members present were Phil Baggett, Randy Collier, Janis Crane, Cyndra Gasperini, Allan Howell, Dean Nunn, Anne Sneed and Phyllis Wooten. Bob Aiken was absent. Attending from RPM was Chelsey Bennett.

Homeowner Concern Period.

had community maintenance issues. Work not completed in a timely manner, gutters in front yards being damaged and should not be used, painting sloppy and workers' supplies left around.

Phil Baggett moved and Randy Collier seconded, a letter be sent to painter (Jesse Slate) that work needs to be completed by January 31st. If not, contract will not be honored and a new vendor will be hired. Motion passed.

Previous meeting minutes were reviewed. Phil Baggett moved and Randy Collier seconded to approve. Motion passed.

Management Report

Full financials for December 2017 were e-mailed 12/15/17 for Board review.

Delinquents. Cyndra Gasperini moved and Phil Baggett seconded to pursue money judgement. Motion passed.

Violations: no discussion

Work orders

Discussion on cedar shake replacements. Allan Howell moved and Phil Baggett seconded to replace cedar shakes on buildings that have been re-roofed. Motion passed. A letter of explanation will be sent to 1874 E.

Committee Reports

Landscaping. Did not meet in December. Committee would like to be included in choosing new landscaper. 1829 I, concerned about tree roots. The committee will inspect the tree and root system. The board felt until damage occurs the tree should not be removed. Some questions on charges for pine straw installation. We will wait until invoice is received.

Maintenance. The painting of the chimney caps is to start next week. The board would like a firm start and end date.

Old Business

New Landscaping Contract. After discussion, Cyndra Gasperini moved and Anne Sneed seconded to award the contract to US Lawns, not including pine straw. Th motion passed with Janis Cane abstaining. Cyndra moved and Phil Baggett seconded to include the border cleanup in the new contract. Motion passed. Stephen Jones will be given 30 days. Us Lawns will start on March 1st, 2018.

New Business

Dumpster areas. Where the city trucks have a problem, try to exchange a dumpster on wheels with one on skids.

Committee Members. Phyllis Wooten was added to the Landscaping Committee. Dean Nunn was added to the Maintenance Committee. Randy Collier was added to the Pool Committee.

Tennis Court. Get a quote to completely remove it. Send out a survey as to the usage.

John Paul II Catholic High School construction of an athletic complex. Randy Collier attend the meeting on 12/20/17. He stated that JPHS would be a good neighbor. The only concern will be traffic due a new road that will be added to access the facility.

Meeting was adjourned at 7pm.

Next board meeting: Tuesday, February 13, 2018, 5:30 pm at QR Clubhouse.

Quail Ridge HOA
Board Meeting Minutes
Tuesday, February 13, 2018

Meeting was called to order by Cyndra Gasperini, President. A quorum was established with the following Directors present: Cyndra Gasperini (President), Randy Collier (Vice-President), Allan Howell (Treasurer), Bob Aiken, Janis Crane, Dean Nunn, and Phyllis Wooten. Also in attendance was Chelsey Bennett (RPM).

Homeowner concern period – _____ expressed concern about lack of parking spaces available for guests, and parking on the main road. Her husband received a ticket from the City of Greenville. C. Bennett will investigate with city and provide feedback.

January 9, 2018 meeting minutes were reviewed and approved as submitted. Motion made by A. Howell, seconded by R. Collier. All approved.

A violation hearing was held for any unit that did not submit a proof of insurance by January 31, 2018. No owners were in attendance. Motion made by A. Howell to assess \$25 monthly fine until proper documentation is submitted, seconded by D. Nunn. All approved.

Manager's report – financial reports were reviewed. Delinquent report reviewed. Violation reports reviewed. Work order listed reviewed.

C. Bennett will obtain bids for building painting to be reviewed at March meeting. Concerns were expressed to get painting and gutter installation caught up as soon as possible.

Committee Reports.

Landscaping:

-Any existing work orders that remain unaddressed, should be transferred to the new landscaping company, U.S. Lawns, at the start of their contract on March 1, 2018.

-Concerns were discussed about losing shrubs due to extreme cold weather in January.

-A reminder will be included in the next newsletter for any residents that do not wish for the landscaper to maintain their shrubs should have a yellow sunburst window decal on display in the front of the unit.

-Committee to conduct walk-through to evaluate property on February 16th or 23rd with representative/s from U.S. Lawns.

-Owner of _____ submitted a work order request regarding a drainage issue with the patio. The area was investigated and it was determined that the wooden blocks within the patio installed by the resident are causing the issue. C. Bennett to communicate this to the owner this is their responsibility to maintain.

Maintenance:

-Revised wood rot priority list was reviewed. Board requested to get bids from the two current vendors (Justice Home Improvements and Precision Woods Cuts) for the priority 1 buildings, which include 1953, 1983, 2060, and 2072. Repairs are not to begin until buildings currently in progress are completed.

Motion made by C. Gasperini, seconded by D. Nunn. All approved.

-Roof replacements priority list was reviewed. Board requested to obtain estimates for buildings 1873, 1875, 1912, and 1918. Motion made by A. Howell, seconded by C. Gasperini. All approved.

Old Business – none to be discussed.

New Business

Quote of \$700.00 was submitted by Double E. Cleaning & Affiliates for cleaning of clubhouse twice per year. Motion made by C. Gasperini to approve, seconded by D. Nunn. All approved.

Owner of submitted concern about wood rot around rear door and leakage within unit. After reviewing information from vendors, the Board determined all repairs are owner responsibility.

Next meeting is scheduled for March 13, 2018, 5:30 at Quail Ridge Clubhouse.

Meeting was adjourned.

Respectfully submitted by:

Randy Collier – acting secretary

Quail Ridge HOA
Board of Directors Meeting
Tuesday, March 13, 2018

Meeting called to order by Cyndra Gasperini, President. Quorum was established with the following directors present: Bob Aiken, Phil Baggett, Randy Collier, Janis Crane, Cyndra Gasperini, Allan Howell, Dean Nunn, Anne Sneed and Phyllis Wooten. Chelsey Bennett representing RPM.

Homeowner Concerns

re: roof leak. Concerned that interior continues to show signs of leakage even when roof is repaired. Justice Roofing will be instructed to inspect situation when we have rain. , and , re: parking on street. This issue should be addressed with the Greenville Police Dept. since our streets are city controlled.

Minutes of previous meeting, February 13, 2018, were reviewed and approved. Cyndra moved to approve and Allan Howell seconded.

Management Report

Full financials for January 2018 were e-mailed to board members for review. Financials for February 2018.

Delinquents: , money judgment and , checking status.

Violations: No discussion

Work Orders: Slate Painting should be finishing up.

Committee Reports

Landscaping

Committee plans walk around for April 13th to decide any necessary re-planting.

US Lawns to have two crews in area in beginning. Bill Freelove will be invited to the April board meeting to answer questions and concerns.

Maintenance

Bids sent out for painters. Very little response. Hinson Painting did respond and the board chose to hire them to get the two buildings done. Allan Howell moved and Janis Crane seconded.

Pool

Using Pool Pro again this season. Drew and Scott returning and Pool Attendants, need to find three more. Newsletter will address this need. Plans are to power wash the fence and then stain.

Old Business

Vehicle in violation, Letter will be sent stating that if it is not removed by 4/4/2018 it will be towed. Janis Crane moved and Allan Howell seconded, motion passed.

New Business

Newsletter will be ready to be distributed by end of week. Chelsey will deliver to board members to place on doors.

Meeting adjourned 6:35 pm. Next meeting Tuesday, April 10, 2018, 5:30 pm at QR Clubhouse.

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Quail Ridge Homeowner's Association Meeting
Tuesday, April 10, 2018
Minutes

Meeting called to order by President Cyndra Gasperini. A quorum was established with the following present: Cyndra Gasperini, Allan Powell, Dean Nunn, Bob Aiken, and Randy Collier

Homeowner's Concerns: none

Minutes from the March 13, 2018 meeting were approved – motion by Cyndra; second by Allan – all approved

The Financial Reports were reviewed by Chelsey Bennett, HOA Manager – pp. 3-6. The Balance Sheet and Profit & Loss Statements were discussed – no outstanding bills or concerns.

Chelsey reviewed the Delinquent Reports – pp. 7-8.

- HOA to pursue money owed judgement as per the attorneys directions – Chelsey
 - Chelsey to get a status report on money owed judgement
- Board discussed with Chelsey to send reminders to owners to pay up small monthly balances – monthly dues

Chelsey reviewed violations reports, p. 9 – ongoing

- Work orders report – p. 10
- resident requesting more lighting around mail boxes building – Chelsey to check

Committee Reports

- Landscaping – committee to schedule walk through by first of May to assess shrubs replacement, due to extreme cold weather
 - Chelsey reviewed painting bids – p. 20 – discussion; Chelsey waiting on final bids for board action; priorities list. Page 21 – Slate Painting Letter – board to terminate
 - Roofing bids – p. 22 – Chelsey reviewed/discussed with board members – units priorities list – board to study – further discussion – E & J Roofing approved – priorities
 - Landscaping Contractor reviewed – Bill Freelove reviewed with board members work started – progress begun; crews becoming familiar with grounds; addressing fire ants; remind landscaping committee members to assess shrubs in May/warmer weather, to determine replacements. Landscaping Committee meets the first Tuesday of each month.
- Chelsey and board members reminded Freelove to only accept requests /work orders through Chelsey's office. No requests/orders to be accepted from residents unless

Chelsey's office approves.

Ongoing fire ant treatment will be as need basis – “treat individual” mounds – most cost effective. Freelove asked for concerns through Chelsey's office as soon as note, in order to provide the best service.

-Wood rot – bids to be submitted

-Parking lots/repairs – estimates p. 22; board discussed asphalt repairs/repainting lot lines. Maintenance Committee to do walk through to make recommendations to the board.

-Pool Committee meetings/work in progress for pool opening Memorial Day weekend. Committee interviews for attendants set for April 23, 24th, and 30th – 5-6 prospective attendants. Pool repairs scheduled.

-Tennis Courts – Chelsey discussed survey results with board members – pp. 23-25 – minimal interest in maintaining courts – board to study and discuss at May meeting.

-Damage Fee Assessment – Chelsey reviewed – p. 13 – owner seeking reimbursement for painting damage

-to be referred to Slate Painting for reimbursement

– owner – shingles wind damage - \$240.00 – board approved.

Meeting adjourned.

Respectfully submitted.

Randy Collier, Acting Secretary

Quail Ridge Homeowners Association
Board Meeting Minutes
May 8, 2018
5:30 – QR Clubhouse

Meeting was called to order by Randy Collier, Vice President. Quorum was established. Board members present were Bob Aiken, Randy Collier, Janis Crane, Allan Howell, Dan Nunn and Anne Sneed. Absent were Cyndra Gasperini and Phyllis Wooten. Phil Baggett has resigned. Chelsey Bennett represented RPM.

Homeowner Concern period. No one present.

Minutes from April 10 meeting were reviewed. Allan Howell moved to approve and Bob Aiken seconded. Motion passed.

Financial Reports

Full financials for March 218 were mailed on 4/20 for Board review.

As of 4/30/18: Chelsey noted that Landscaping improvements were for unit 1929 problems.

No questions on Profit and Loss.

Operating Account: \$ 214,548.79

Escrow Account: \$123575.46

Delinquents Account: \$23,487.71

Delinquents

Continued until June

- . Receiving check
- . Move forward with money judgment

Violations

All will remain open during May inspections

Work Orders

1861 E. Allan Howell moved to replace gutters and Dean Nunn seconded. Motion passed.

1875 R. Will be reviewed at a later date.

Committee Reports

Landscaping. Walk trough planned for this Friday.

Maintenance

Gutter clean out. Allan Howell moved to contract Blueridge at \$75 per building, Bob Aiken seconded, following discussion motion passed.

Wood Rot Estimates. Allan Howell moved to give buildings 1953 and 1983 to PWC and Buildings 2060 and 2072 to JHI, Bob Aiken seconded. They are to be given 30 days to begin the work. Motion passed.

Roof Replacement Bids. Janis Crane moved to contract with E&J Framing and Best Distributing to begin now on buildings 1873 and 1875. Dean Nunn seconded and motion passed.

Pool

Outside memberships are coming in. We hope to get more due to pool closing on Charles Blvd. General cleaning, power washing, etc. needs to be done before pool opens. Allan Howell moved to have Jeff Hinson do the work. Janis Crane seconded and motion passed.

Attendants have been hired and trained. They will be given whistles this season.

New furniture is needed. Anne Sneed moved to budget \$2,500 for this expense, Randy seconded and motion passed.

Old Business

Tennis Courts

We will include \$25,000 in the 2019 budget to begin the revitalization.

New Business

Phil Baggett needs to be replaced. His term ends 2020. Dean Nunn is nominating committee chair.

When new gutters were installed at 1922 A. the old ones were removed from the patio shed and not re-installed and now the old gutters are gone. After much discussion, the board decided to have new gutters installed. This is a one- time decision since normally gutters on sheds are the owners' responsibility. Allan Howell moved and Dean Nunn seconded, motion passed.

Meeting adjourned at 6:4 pm.

Next Board Meeting: Tuesday, June 12, 2018, 5:30 pm at QR Clubhouse

Quail Ridge Homeowners Association
Board Meeting Minutes
July 10, 2018
5:30 pm – Quail Ridge Clubhouse

Meeting was called to order by Cyndra Gasperini, President. Quorum was established. Board members present were Bob Aiken, Randy Collier, Janis Crane, Cyndra Gasperini, Allan Howell, Dean Nunn, Anne Sneed and Phyllis Wooten. Representing RPM was Chelsey Bennett.

Homeowner concern period.

1. E re: noise complaints with neighbors.

a. Rebuttal from property manager and tenants .

After hearing from both parties, the Board agreed this was a police issue, not an issue the board is responsible for according to the Rules and Regulations of the association.

2. P re: parking on the street. Mr. Clark shared his concerns about the parking on the street especially large vehicles and trailers. The board pointed out that these are city streets and thus controlled by the city. Specific no parking areas are marked. It was also pointed out to Mr. Clark that due to limited visitor parking spaces at times it becomes necessary to park on the street.

3. re: damaged screens

Chelsey Bennett, RPM, agreed to follow up on this complaint.

Vendor Presentation

1. Stephen Janowski, Rivers & Associates re: stream bank proposal

a. Dr. Burrell Montz-Covey. ECU Geography professor.

Mr. Janowski presented suggested solutions which are quite expensive. Rocky Russell has spoken with the city who offers no help. Dr. Montz has offered her fall grad students to taken this problem as their project in the Fall. Phyllis Wooten moved to engage them and Janis Crane seconded. Motion passed. Mr. Janowski suggested the board should contact their city council member to try to get the city involved. Mr. Janowski (Rivers), Allan Howell (Board), Rocky Russell (RPM), and Dr. Montz (ECU) will set up a meeting with councilman Rick Smiley.

Minutes from May 5th meeting was approved with correction of misspelled name. Janis Crane moved the approval and Dean Nunn seconded. Motion passed.

Management Report

Full financials for May 2018 were emailed on 6/20 for Board Review.

June 30, 2018 Operating Account 154,292.01

Escrow Account 123,616.71

Delinquents Account 25,001.75

No discussion on violations and work orders.

Committee Reports

A. Landscaping

The board recommended the walk-through report be sent to US Lawns for costs to be assigned to all projects. It was agreed that any plant replacements should be done in the fall.

B. Maintenance

1. Wood Rot

- a. sunroom addition shingles. Tabled until August.
- b. Gutters and guards for 1862 and 2041. Janis Crane moved to have this work done, Allan Howell seconded and the motion passed.
- c. Painting for 1953 and 2072. Allan Howell moved to hire Jeff Hinson, Cyndra Gasperini seconded and motion passed.

2. 1953 roof.

Allan Howell moved not to replace at this time. Cyndra Gasperini seconded and motion passed.

C. Pool

1. Outside memberships. Total has doubled from previous year.

2. Maintenance items

- a. Hardee's Plumbing, estimated \$300 to repair 3 toilets. Janis Crane moved to have this work done now, Randy Collier seconded and the motion passed.
- b. Fence staining. This work will be done in the fall.
- c. Pool Bands. Determined we have sufficient amount to finish the year.

Old Business

A. Vacant board position.

Randy Collier has spoken with two Quail Ridge investors who may be interested. Mr. Collier will report at the August meeting.

New Business

A. Dumpster signs.

Randy Collier moved the replacement of dumpsters signs, Cyndra Gasperini seconded and the motion passed.

Greenville Sanitation has suggested replacing 2 dumpsters. Chelsey is to get more information on size and costs.

B. Clubhouse pressure washing. Chelsey is to get estimates on painting windows and pressure washing.

C. architectural request. Cyndra Gasperini moved that all work needs to be consistent of others, Allan Howell seconded and motion passed.

Meeting adjourned at 7:45 pm.

Next Board Meeting: Tuesday, August 14, 2018, 5:30 pm at QR Clubhouse.

Quail Ridge Homeowners Association
Board Meeting Minutes
August 14, 2018
5:30 pm – Quail Ridge Clubhouse

The meeting was called to order by Cyndra Gasperini, President. Quorum was established. Board members present were Randy Collier, Cyndra Gasperini, Allan Howell, Dean Nunn, Anne Sneed and Phyllis Wooten. Absent were Bob Aiken and Janis Crane. Representing RPM was Chelsey Bennett.

Jon Lancaster had agreed to serve on the board. Allan Howell moved and Randy Collier seconded to have him join the board at the September meeting. This position is to fill the remainder of Phil Baggett's term which expires December 2020. The motion passed.

Homeowner's Concerns

_____ and _____ were concerned about the crepe myrtle blossoms falling on their cars. The board will address this with our landscaper.

_____ was concerned with the water runoff from the construction at the high school athletic complex. The board instructed Chelsey to send a letter to the school addressing this issue.

Violations Hearings

Termite Inspections. Cyndra Gasperini moved and Randy Collier seconded, to begin fining those not inspected by Sept. 1st. Letters will be sent to this effect. Motion passed.

Previous meeting minutes.

Cyndra Gasperini moved and Dean Nunn seconded to add Rocky Russell to the meeting concerning the erosion. Minutes were approved as amended.

Management Report

Full financials for June 2018 were emailed on 7/17/18 for Board review.

July 31, 2018: Operating account: 142,795.67

Escrow account: 123,658.10

Delinquent accounts: 28,230.74

Allan Howell moved, Randy Collier seconded to write off _____. Motion passed.
continued.

Violations – no discussion

Work Orders

Hinson bid for 2072 and 1983 is 10,500. Bid on 1953 is 7,500. This shows an increase. Allan Howell moved and Cyndra Gasperini seconded to accept these bids. Motion passed.

Landscaping – no report

Maintenance

Parking lot repairs to be documented during Sept. walking inspection.

Clubhouse pressure washing – Jeff Hinson \$150

Pool

Outside memberships doubled this season.

Allan Howell is reviewing the violations on the City report. These and other maintenance issues will be addressed when the pool closes.

Old Business

Owner request for surveillance camera installation. Chelsey is to investigate legal issues involved.

sunroom addition shingles. Cyndra Gasperini moved and Phyllis Wooten seconded that additions are the responsibility of homeowner and therefore should be paid by them. Motion passed.

New Business

In preparation for the annual meeting on Nov. 19, 2018 a budget should be drafted. This will be done at a meeting at Chelsey's office. Availability of conference room will determine date.

The following board members' terms are expiring at yearend, Bob Aiken, Cyndra Gasperini and Allan Howell.

The meeting was adjourned at 6:45 pm. Next board meeting: Tuesday, Sept. 11, 2018, 5:30 pm, QR Clubhouse

Quail Ridge Homeowners Association
Board Meeting Minutes
September 11, 2018
5:30 pm – Quail Ridge Clubhouse

The meeting was called to order by Cyndra Gasperini, President, quorum was established. Board members present were Randy Collier, Janis Crane, Cyndra Gasperini, Allan Howell, Dean Nunn, Anne Sneed and Phyllis Wooten. Bib Aiken was absent. Representing RPM was Chelsey Bennett. Jon Lancaster was introduced as a new board member taking the remainder of Phil Baggett's term which expires December 2020.

Homeowner Concern Period – none

Violation Hearings. (Termite Inspections). Allan Howell moved and Randy Collier seconded to send letters and begin fines on _____ and _____. Motion passed.

Cyndra Gasperini moved and Allan Howell seconded to approve minutes of previous meeting (Aug. 14) as presented. Motion passed.

Management Report

Full financials for July 2018 were mailed on 8/22/18 for board review.

August 31, 2018: Operating Account \$152,094.36

Escrow Account 123,658.10

Delinquent Accounts 23,352.30

No discussion on P & L. and violations.

Work Orders – no discussion

Landscaping. Committee will be meeting on Sept. 25th to discuss replacing bushes. Determined there is no need to remove crepe myrtles.

Maintenance. Getting quotes on parking lot repairs and lettering.

Pool. Excellent year. We will leave water in pool. Some furniture will need replacing. We are working on complying with city violations. Should cost around \$1000.

Old Business

1929 Bank erosion. In working with a city engineer, Allan Howell learned there are funds available to correct our problems. Cyndra Gasperini moved, Janis Crane seconded, to have Rocky Russell file the application for these funds with the city. Motion passed.

No action was taken on the water runoff behind building 2007.

Owner request, _____ . Install hurricane shutter panels.

Cyndra Gasperini moved, Allan Howell seconded to deny request at this time. The board felt more information is needed concerning issues of damage to building, responsible party, appearance, etc. The owner will be invited to attend a meeting and address these concerns. Motion passed.

New Business

Chelsey Bennett is working on a newsletter and a draft will be emailed to board members.

The terms of Allan Howell, Cyndra Gasperini and Bob Aiken are expiring. Allan and Cyndra have agreed to serve another term.

Meeting was adjourned at 6:40 pm

Budget meeting – Wednesday, September 19, 5:30 pm at RPM

Regular Board meeting – Tuesday, October 9, 2018, 5:30 pm at QR Clubhouse.

Quail Ridge Homeowners Association
Board Meeting Minutes
October 9, 2018
5:30 pm – Quail Ridge Clubhouse

The meeting was called to order by Cyndra Gasperini, President. Quorum was established. Board members present were Bob Aiken, Randy Collier, Janis Crane, Cyndra Gasperini, Allan Howell, Jon Lancaster and Anne Sneed. Absent were Dean Nunn and Phyllis Wooten. Representing RPM were Chelsey Bennett and Tonya Jones.

Homeowner Concern period.

Questioned if policy has changed regarding wood rot repair. The policy remains the same, if possible repairs wait until entire building is taken care of.

Note, Mr. Robertson had not requested to speak prior to the meeting. He was upset about a letter he had received regarding his lack of a termite inspection. He was told this was done according to policy.

said weed eating was not being done behind his house. This issue will be referred to our landscaper.

questioned what was being done about the eroding behind his home. Allan Howell reviewed our ongoing process for him.

Note, came near end of meeting and had not requested to speak. His concern was the unusual length of time it was taking to complete the building repairs. He also said the ditch from the Catholic School needs attention. The board assured that these issues were being addressed.

Cyndra Gasperini moved and Randy Collier seconded a motion to approve the previous meeting minutes. Motion passed.

Management Report

Full financials for Aug. 2018 were mailed on 9.26.18 for board review.

Sept. 30, 2018 Operating Account \$159,338.38

Escrow Account 123,679.11

Delinquent Accounts 25,708.79

No discussion on P & L and violations.

Delinquents, and have money judgments. Do we want to write off? Board will consider options.

Work Orders. Landscape issues need clarification.

Committee reports

Landscape. The committee met with Bill Freelove to review those areas needing attention. Mr. Freelove presented a proposal/estimate to do the work, total cost being \$6,551. Janis Crane made a motion to accept the proposal, Cyndra Gasperini seconded and the motion passed. Cyndra Gasperini moved to send a letter to Bill Freelove thanking him for the prompt cleanup after the storm. Allan Howell seconded and the motion passed.

has tree roots going into patio. This item was tabled until next month.

and have been taken care of.

Maintenance. Bid requests for parking lots repairs have been sent. Board will review at Nov. meeting. Recycle center. City has said we can expand area. RPM to get bids.

Allan Howell suggested that a letter be sent to Rocky Russell requesting to continue with Chelsey Bennett as the Quail Ridge representative. He felt her history with our group was important.

Nomination committee. Cyndra Gasperini and Allan Howell have consented to stay on the board for another 3- year term. Bob Aiken will be retiring. Members to bring names for nominees to Nov. meeting.

Budget for 2019. Move money from escrow account to balance.

Cyndra Gasperini moved to increase due to \$173.75. Allan Howell seconded and the motion passed with one no vote.

Allan Howell moved to plan to repair 4 buildings instead of 5 in 2019. Janis seconded and the motion passed.

Meeting was adjourned at 7:15 pm

Next board meeting, Tuesday, November 13, 2018, 5:30pm at QR Clubhouse

Annual meeting – Monday, November 19, 2018, 7:30 pm at QR Clubhouse.

Quail Ridge HOA Board
Called Meeting
Friday, Nov. 2, 2018. 1 pm

The Board met in the area behind units 2007 and 2015. Cyndra Gasperini called the meeting to order and a quorum was established. Board members present were Bob Aiken, Randy Collier, Cyndra Gasperini, Allan Howell, Anne Sneed and Phyllis Wooten. Representing RPM were Tonya Jones and Chelsey Bennett.

Allan Howell had met with the engineer of John Paul School II to become informed as to the plans for correcting the flooding issues. On a map of the property Allan pointed out the proposed plan which is to extend the storm drain from Quail Ridge property onto the school property. The school will take care of all costs involved which includes removal of trees. Allan Howell moved to accept the plan, Cyndra Gasperini seconded and the motion passed.

There is approximately 782 feet of underbrush which is largely on the school property that needs to be removed. Allan will request that the school take care of this project.

The board felt there should be a meeting to inform the residents of the two buildings of the plan. Tonya Jones of RPM will arrange this meeting.

The meeting adjourned at 2pm.

COMMON AREA
QUAIL RIDGE
SECTION 10
M.B. 37, PG. 77

BUILDING LL
QUAIL RIDGE
SECTION 10
M.B. 37, PG. 77

BUILDING KK
QUAIL RIDGE
SECTION 9
M.B. 36, PG. 122

COMMON AREA
QUAIL RIDGE
SECTION 9
M.B. 35, PG. 2

BUILDING JJ
QUAIL RIDGE
SECTION 9
M.B. 36, PG. 31

BUILDING II
QUAIL RIDGE
SECTION 9
M.B. 35, PG. 2

BUILDING II
QUAIL RIDGE
SECTION 9
M.B. 35, PG. 2

D/I
15" CPP IN = 58.25
15" CPP OUT = 58.23
TOP = 61.74

Existing Storm Pipe

Existing Storm Inlet

New Storm Inlet

Water Flow Direction (Typical)

New Storm Inlets

PLANTER'S TRAIL
SECTION 1
M.B. 42, PG. 78

TBM #2
MAG NAIL SET
CONTROL PT.
EL. = 63.24

CROOKED CREEK RD.
50' PUBLIC R/W
36' B/B

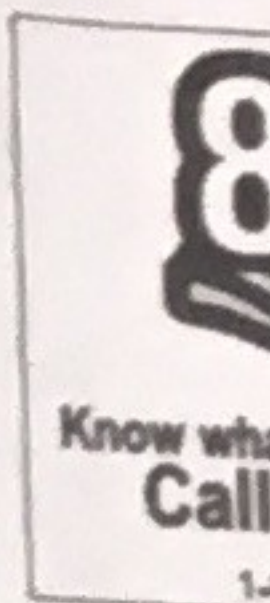
SYS M/H
TOP = 63.15
INV. OUT = 56.65

SYS M/H
TOP = 61.13

MATCHLINE (SEE SHEET C-14)

LEGEND:

- | EXISTING | PROPOSED |
|------------------------------------|-------------|
| EIP - EXISTING IRON PIPE | --- 150 --- |
| ECM - EXISTING CONCRETE MONUMENT | --- SF --- |
| R/W - RIGHT OF WAY | --- RD --- |
| B/B - BACK OF CURB TO BACK OF CURB | --- CON --- |
| P/P - POWER POLE | --- W --- |
| G/W - GUY WIRE | --- F --- |
| O/W - OVERHEAD | |
| M/H - MANHOLE | |
| S/S - SANITARY SEWER | |
| T/P - TELEPHONE REDESTAL | |
| C/P - CABLE REDESTAL | |
| W/V - WATER VALVE | |
| F/H - FIRE HYDRANT | |
| ● 72.14 - EXISTING SPOT ELEVATION | |
| --- 70 --- - EXISTING CONTOUR LINE | |
| RCP - REINFORCED CONCRETE PIPE | |
| TBM - TEMPORARY BENCHMARK | |
| --- --- --- - LIMIT OF DISTURBANCE | |
| --- --- --- - SILT FENCE | |
| --- --- --- - STORM DRAIN PIPE | |
| --- --- --- - ROOF DRAIN PIPE | |
| --- --- --- - CONDUIT | |
| --- --- --- - WATER MAIN/SERVICE | |
| --- --- --- - FIRE MAIN/SERVICE | |



MATCHLINE (SEE SHEET C-11)

Quail Ridge Homeowners Association
Board Meeting Minutes
November 13, 2018
5:30 pm – Quail Ridge Clubhouse

The meeting was called to order by Cyndra Gasperini, President. Quorum was established. Board members present were Janis Crane, Cyndra Gasperini, Allan Howell, Jon Lancaster, Anne Sneed and Phyllis Wooten. Absent were Randy Collier, Bob Aiken and Dean Nunn. Representing RPM were Chelsey Bennett and Tonya Jones.

Cyndra Gasperini moved and Jon Lancaster seconded to approve the minutes from October 9. Motion Passed. Corrections were made for the minutes of November 2 meeting. Cyndra Gasperini moved and Jon Lancaster seconded to approve with corrections. Motion passed.

Management Report

Full financials for Sept. 2018 were mailed on 10/19/18 for Board review.

October 31, 2018 Operating Account	\$180,724.13
Escrow Account	123,699.44
Delinquent Account	27,510.98

No questions on P & L or violations.

Delinquent 1853 R. Jon Lancaster questioned action. Chelsey Bennett will investigate.

Work Orders

2072 C. Leaked again. Taken care of by Justice Home Improvements

2043 C. Window rot. Owner responsibility. Letter will be sent.

Gutters will be attached after all painting is done.

Committees

Maintenance

Parking Lot repairs. Cyndra Gasperini moved and Jon Lancaster seconded to accept bid for concrete from Absolute Solutions. Motion passed. Tabled plan for stripping. Need quotes for sealing.

Bids have been requested for the expansion of the Recycle center by 1828/1862.

Landscaping

The Landscape committee continues to address issues when reported. Plants have been ordered for scrub replacement. Waiting on arrival. Bill Frelove will be asked about the possibility of trimming behind units.

Getting pine straw bid from Raleigh Company, Southern Pine Needles.

Old Business

Annual Meeting

Bob Aiken will report on Landscaping Committee.

Allan Howell will report on Maintenance Committee.

Randy Collier will present nominations and conduct election. Allan Howell, Cyndra Gasperini and Bob Aiken are our nominees.

Update on John Paul II school. School agreed to do grading. The board would like to meet with homeowners involved. A letter will be sent.

Gutter cleaning. Bids from Clean Team and Clean Pro. Cyndra moved and Janis seconded to accept lower bid from Clean Team. Motion passed.

The board felt there was no need to meet in December. Cyndra Gasperini made a motion to that effect and Jon Lancaster seconded. Motion passed.

Meeting adjourned at 6:40.