

Quail Ridge Homeowners Association
Board Meeting Minutes
January 8, 2019
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 Phyllis Wooten and Dean Nunn. Representing RMP was Tonya Jones.

Cyndra Gasperini moved and Randy Collier seconded to approve the November minutes as presented. Motion passed.

Management Report

Full financials for November 2018 were emailed to board members on 12/20/18 for review.

December 31, 2018	Operating Account	\$204,687.63
	Escrow Account	123,740.79
	Delinquent Account	29,542.32

On the P & L it was noted there was more income than budget.

The Board would like to see open violations and work orders on an excel worksheet which would show a clearer picture of progress being made. Tonya Jones will work on this.

Delinquents

- . A letter from the attorney is being sent.
- . A new address is needed.

Violations

No discussion.

Work Orders

The area behind 1827 needs investigating as to needs.

1910 needs gutters

1953 gutters are missing

trailer should be removed

1983 A. send installer out to check sunroom molding

The board would like to see work orders grouped on report sheets. The board also feels works orders are taking too long to complete.

Tonya Jones was asked to try to secure names of more painters.

Committee Reports

Maintenance

Bid from Asphalt Solutions \$36,000 & \$7000 for stripping. APS will be re-paving parking lots at Breezewood. The board would like to see those before going ahead. Tonya Jones will let the board know when Breezewood is completed.

The bid for Chimney Caps is \$7,250 from Jeff Hinson. Allan Howell moved and Jon Lancaster seconded to go with Hinson, giving hm 30 days to complete. Motion passed.

Landscape committee

Getting work order update from Bill Freelove.

Old Business

Gutter cleaning is scheduled to begin January 14th. Should be completed before pine straw is distributed.

1828/1862 Dumpster extension bids are being requested. More containers needed and secured on concrete pads. Rocky Russell will be asked to re-design area.

Tennis court area refurbishing on hold.

Rocky Russell is preparing a new chart on the wood rot.

New Business

Annual meeting nominations approved were President, Cyndra Gasperini, Vice President Randy Collier, Treasurer Allan Howell and Secretary Anne Sneed. Jon Lancaster moved that the board approve the slate. Janis Crane seconded and the motion passed.

The playground area, which consists of a slide and a swing set, does not meet safety requirements. Cyndra Gasperini moved and Jon Lancaster seconded to have RPM remove and dispose of equipment. Holes should be repaired. Motion passed.

Due to illness, Dean Nunn is no longer able to attend board meetings. Members were asked to seek interested persons to take this position.

The suggestion was made to Tonya Jones to include committee reports in the newsletters.

President Cyndra Gasperini requested that board members write their thoughts on pros and cons of the HOA, and ways to improve. These notes need to be returned by the February meeting.

Meeting adjourned at 7:05 pm

Next board meeting February 12, 2019

Quail Ridge Homeowners Association
Board Meeting Minutes
February 12, 2019
5:30 pm – Quail Ridge Club House

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

Owners Concerns.

Katie Harvey 2043A. Gutters not cleaned properly and tree behind unit needs removing.

Mary Tetterton 1965K. Workmen are blowing trash into her yard. Th pin straw is building up. Deep hole where bush was removed. A dead bush needs removing.

Tyler Williams 1855U. Unit damaged from fire next door. Insurance company needs information as to when fire unit will be cleaned out.

Joe Busby 1920H. Will accept board member position. He is the District 4 Rep on the Neighborhood Advisory Board and reported on monthly meeting. Grants are available up to \$750, applications on line.

Randy Collier moved to make Joe Busby a board member assuming Dean Nunn's remaining term. Anne Sneed seconded and motion passed.

Insurance hearings. Those not in compliance will be sent a letter stating beginning March 2, 2019, they will be billed \$25 monthly until obligation is met.

Minutes from previous meeting. Randy Collier moved to approve and Phyllis Wooten seconded, motion passed.

Management Report

Full financials for December, 2018 were mailed on 1/21/19 for Board review

January 31, 2019 Operating account \$204,199.66

Escrow account 123,761.81

Delinquent account 28,051.43

An increase in operating account was questioned. Tonya will review.

Delinquents. Allan Howell moved that any delinquent having an amount less than \$50 be removed.

Randy Collier seconded and motion passed.

Sue Salisbury 1875M. Continue with plan.

Laura Jackson 1855T. Demand letter sent.

Work Orders.

Bushes behind 2072 and tree removal behind 1873 need to be done at the same time.

Pine straw removal behind 1827, 1828 and 1866. Bid of \$3000 too high. No more pine straw needs to be added. Tonya Jones will investigate cost.

Committee Reports – none

Old Business

Another dumpster needs to be added at 2005/2007. Tonya Jones to get cost.

Possibility of city coming twice a week.

Tennis Court – on hold.

Gutter Guards – on hold

New Business

Rocky Russell reported on the fire damage at 1855T. Owner has no insurance. No repairs can be made at this time. The HOA needs to foreclose. Rocky will talk with attorney and report to the board.

Wood Rot/Roof Replacement – on hold

Meeting adjourned at 7:25 pm

Next Board meeting: March 12th, 2019, 5:30 pm Quail Ridge Club House

Quail Ridge Homeowners Association
Board Meeting Minutes
Tuesday, March 12, 2019
5:30 pm – QR Clubhouse

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

Homeowners concerns.

Unpleasant illegal parking and towing situation. Also received letter concerning noise violations.

Review and approve previous meeting minutes. Cyndra Gasperini made a motion to approve as presented and Joe Busby seconded. Motion passed.

Management Report

Full financials for January 2019 were emailed on 2/21/19 for Board review.

February 28, 2019 Operating Account

Escrow Account

Delinquent Account

Any delinquent account balance of \$50 or less was removed from report.

– foreclosure has begun. There is a lien on the property. Tonya Jones is to get additional information.

– Joe Busby made a motion to write this off as a loss. Cyndra Gasperini seconded and the motion passed. Joe Busby questioned if we pay taxes. Tonya Jones will investigate.

Violations – no discussion.

Work Orders

Pine straw removal from 1827, 1828 and 1866 has not been done.

2072 wood rot repair completed.

Committee Reports

Landscape – no report

Pool - Allan Howell made a motion to go with JJ & T for pool maintenance. Joe Busby seconded and the motion passed. Allan Howell made a motion to approve \$3000 for repairs and furniture. Joe Busby seconded and the motion passed.

Old Business

Tonya Jones is working with the City on adding dumpsters.

New quote on tennis court repairs is extreme. Tonya Jones will investigate.

Do not add gutter guards until wood rot is taken care of.

Tonya Jones to get quote for all buildings missing gutter guards.

New Business

Buildings 1849 & 1874 need wood rot repaired now. Tonya Jones to get quote.

Buildings 1871 & 1873 need roof replacement. Joe Busby made a motion to get this done, Cyndra Gasperini seconded and the motion passed.

– Already discussed.

Parking Lots – Cyndra Gasperini made a motion to accept the bid from Asphalt Solutions, Bob Aiken seconded and the motion passed.

Pool quotes/pool expenses – Already discussed.

Neighborhood Advisory Board – Joe Busby reported on setting up a community watch program. He also reported that with 14th St. improvements left turns will be okay.

Grants for beautification projects. Joe Busby will supply the board with information/process.

Reports of U.S. Lawns damaging cable and phone boxes. Joe Busby made a motion to have RPM send a letter to U.S. Lawns, Cyndra Gasperini seconded and the motion passed.

Handrail request for 1862. Allan Howell made a motion to approve request, Joe Busby seconded and the motion passed.

The meeting was adjourned at 7:30 pm.

Next Board Meeting April 9, 2018

Quail Ridge Homeowners Association
Board Meeting Minutes
Tuesday, April 9, 2019
5:30 pm Quail Ridge Clubhouse

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

Homeowners concerns.

Five homeowners attended, All had concerns regarding the wood rot repair and gutter replacement. This work order has been ongoing for a year and not completed. Materials and debris have been left behind units. Rocky assured the residents that the area would be cleaned by week end and work would be completed.

A motion was made by Joe Busby to approve the previous meeting minutes. Janis Crane seconded and the motion passed.

Management Report

Full financials for February were emailed on 3.21.19 for Board review.

March 31, 2019 Operating Account

Escrow Account

Delinquent Account

A question was raised as to what is a security deposit? Tonya will research.

Financials

Rocky has no update. Board is responsible for nothing as we are foreclosing.

, Joe Busby made a motion to foreclose, Anne Sneed seconded and the motion passed.

Should this be written off? Rocky will find out if we can use a collection agency.

Profit and Loss statement – no discussion

Violations – no discussion

Work Orders. The board again stated the need to get old work orders taken care of quickly.

Committee Reports

Landscaping. A walk around was done to look at areas sent by Tonya Jones for review.

1. Tree pushing fence. Electrical box up against tree. Tree is holding soil on the bank.
2. Owner asked for 3 bushes to be placed left of front door replacing ones that were removed.
3. Widow has asked for a pink camelia bush be placed to left of front door.
4. . No pine straw on side of building.
5. . There are 5 dead Indian Hawthorne bushes. Need to replace. Suggest 3 camelia bushes.

US Lawns will be asked to take care of #'s 2,3, & 5. #1, will be investigated. #4, Owner requested no pine straw.

Old Business

Due to the costs involved in restoring the tennis courts, Janis Crane made a motion to have them removed and replaced with a grass lawn. Randy Collier seconded and the motion passed.

New Business

Wood Rot/Roof Replacement

Buildings 1849 and 1874. No work order until all old work orders are completed.

Replacement of roofs 1871&1873. Proceed

1855 T. Already discussed.

Seal coat – APS - \$30,935 for two coats. Get this done.

2060 Wood Rot. Change vendor to Precision Wood Cuts. Allan Howell made the motion to change vendor, Randy Collier seconded and the motion passed.

Adjourned at 7:25 pm

Next meeting May 14, 2019

Quail Ridge Homeowners Association
Board Meeting Minutes
Tuesday, May 14, 2019
5 pm Quail Ridge Clubhouse

The meeting was called to order by Cyndra Gasperini, president. Quorum was established. Board members present were Bob Aiken, Cyndra Gasperini, Allan Howell, Anne Sneed and Phyllis Wooten. Absent board members were Joe Busby, Randy Collier, Janis Crane and Jon Lancaster. Tonya Jones was representing RPM.

Homeowners concerns.

. He has bought unit and wanted to know the board's responsibility for roof damage due to fire. The has board has foreclosed on this unit and has no responsibility.

Questions concerning the removal of tree next to gas line box. GUC will move the box and the HOA will have the tree removed. The homeowner that uses the gas will pay to re-connect.

A motion was made by Anne Sneed to approve the previous meeting minutes. Allan Howell seconded and the motion passed.

Management report

Full financials for March were mailed on 4/23/19 for Board review.

April 31, 2019 Operating Account

Escrow Account

Delinquent Account

Tonya Jones reported that a security deposit shows on the financials if not returned.

Profit and Loss statement – no discussion

Violations – has been taken care of.

Delinquents – . Allan Howell made a motion to send certified letter giving 30 days to pay, if not paid a \$50 monthly fine will be instated. Bob Aiken seconded and the motion passed.

Work Orders – 1918 O. HOA will pay to have fence repaired.

There are chimney caps that need painting.

Committee report

Pool. Electrical work being done. May 20 inspection date. Attendants fully staffed. We will use two on Memorial Day weekend and Fourth of July weekend. The new pool company is doing a good job.

Old Business

- A. Tennis court. Yes, remove fence. Could we make this area for parking?
- B. 2005/2007 Dumpster. Will be dumped twice a week.
- C. Recycle Area. The quote received was not for what we asked for. Requesting new quote.
- D. Chimney Caps. Discussed earlier.
- E. 2060 building. Work should be starting.

- F. Stop using lawyer. Let this alone.
- G. 1922 and 1965. Getting bids for roof replacements.
- H. 2072 gutters. Work should be getting done.

New Business

- A. . Allan Howell made a motion to have tree removed, \$450 for tree and \$100 for stump, the gas re-connect will be paid by homeowner. Cyndra Gasperini seconded and the motion passed.
- B. 1918 O/P fence. Discussed earlier.
- C. Seal Coat. Have this done.
- D. Rules and Regs. All mentions of tennis courts will be removed.

Meeting was adjourned at 7:15 pm.

Next meeting date to be announced.

Quail Ridge Homeowners Association
Board Meeting Minutes
Wednesday, June 26, 2019
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, Janis Crane, Cyndra Gasperini, Allan Howell, Anne Sneed and Phyllis Wooten. Absent board members were Joe Busby, Randy Collier and Jon Lancaster. Representing RPM were Tonya Jones and Rocky Russell. It was announced that Jon Lancaster and Janis Crane had resigned from the board.

Homeowners Concerns

. wants downspout, gutter leak, corrected.
leak between unit F and G, causing damage inside unit F. Wanted to know if HOA was responsible.

A motion was made by Anne Sneed to approve previous minutes, Phyllis Wooten seconded and motion passed.

Management Report

May 31, 2019. Operating Account \$
Escrow Account
Delinquent Account

Units not submitting insurance verification have been sent letters. Cyndra Gasperini made a motion to continue to send uncertified letters with a \$50 monthly fine, Anne Sneed seconded and the motion passed.

Violations

Residents are parking in visitor spaces.
Residents are placing construction debris beside dumpster.

Work Orders

Chimney Caps. Not all have been painted. Get bids for those not done.
Building 2060. Have building inspected to be sure all work has been done.

Units have needed repairs. Estimates have been received from Justice.
Phyllis Wooten made a motion to get all 4 done, Anne Sneed seconded and motion passed.
has rotten fence. Need estimate to repair.
. Residents requesting refund of \$500 fine due to tree on fence.

Committee Reports

Landscape. Need to follow up on replacement of dead bushes at 2010B.
Pool. Several umbrellas have been damaged due to winds.

Old Business

- A. Recycle Area. Unable to obtain bids.
- B. Chimney Caps. Discussed previously.
- C. 2060 Building. Discussed previously.

- D. Roof Replacements (1922 & 1965). Waiting for start date.
- E. 1908 K/L. tree and stump removal. Waiting on GUC.
- F. Parking Lots. Odd side should be completed by June 29.

New Business

Pest Control Bids. Janis made a motion to accept bid from Othos, Bob Aiken seconded and motion passed.

City Grant. \$750. Use for signs. Allan will follow-up.

Meeting was adjourned at 7 pm.

Next board meeting August 13, 2019

Quail Ridge Homeowners Association
Board Meeting Minutes
Tuesday, August 13, 2019
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, Joe Busby, Randy Collier, Cyndra Gasperini, Allan Howell, Anne Sneed and Phyllis Wooten. Representing RPM was Tonya Jones.

Homeowner Concern

Bobby Parker, 2005 F. (Mr. Parker internal damage to the unit. It was explained to him that the HOA is not responsible for interior problems.

Insurance Hearings. No one attended.

The minutes of the previous meeting were reviewed. Anne Sneed made a motion to approve, Randy Collier seconded and the motion passed.

Management Report

Financials, July 31, 2019 Operating Account
 Escrow Account
 Delinquent Account

P & L. Some figures do not add up properly. Tonya Jones will correct.
Delinquents. No questions.
Violations. No questions.

Work Orders

 estimate received. Joe busby made a motion to accept bid, Randy Collier seconded and the motion passed.

 estimate received. Joe made a motion to get additional quoted, Randy Collier seconded and the motion passed.

Roofs – 1922 completed, 1965 next to be done.
2060 completed.

Committee Reports

Pool. Attendants not covering all times. Board members are filling in.

Landscaping. Need to do a walk around. Committee members are needed. Carol Haven will be contacted.

Nominating. Two openings on the board. Entire board is the committee.

Old Business

Recycle Area. Work to begin this week.
2060 Building. Discussed.
1922/1965 Roof. Discussed.

New Business

1849 Potholes. Getting quotes. Due to others reported Tonya Jones is to get an entire list.

Clubhouse rental by . Rules for renting clubhouse were not followed. Anne Sneed made a motion to not return deposit. Randy Collier seconded. Discussion followed as to where the rules are available for renter. Motion did not pass. Tonya Jones is to research availability of rules and email to the board. Voting will be done via email.

Termite Inspections. September 2 – 6. Notices going out.

Board open positions. Discussed previously.

Copies of the proposed budget were given to board members for their review. Joe Busby asked that the board consider participating in National Night Out which will be August 4, 2020. He will chair the project. Funds should be included.

Tennis Court area. Anne Sneed made a motion to have the area cleared as voted on previously by the board. A quote has been received. Randy Collier seconded and the motion passed. Allan Howell opposed the motion.

City Grant. Allan Howell and Cyndra Gasperini are working on this.

Phyllis Wooten made a motion to adjourn and Joe Busby seconded. The motion passed and the meeting was adjourned at 7pm.

Quail Ridge Homeowners Association
Board Meeting Minutes
Tuesday, September 10, 2019
7:20 pm Quail Ridge Clubhouse

The meeting was called to order by Cyndra Gasperini, President. No quorum was established. Board members present were Cyndra Gasperini, Allan Howell, Anne Sneed and Phyllis Wooten. Absent board members were Bob Aiken, Joe Busby and Randy Collier.

Brenda Pollard, 1829 G, and Ber Enright 1913 A introduced themselves and expressed interest on becoming board members. They will be voted on via email.

William Byrd, DOT Right of Way Agent, spoke on the upcoming 14th Street construction project. Questions were answered. There will be curb and gutters, sidewalks and a bike lane. No left turn at main entrance but a stop light will be at the school exit. HOA property offer should be in January or February of 2020.

Owner Concerns

Resident at _____, reporting unit _____ is an Airbnb rental unit. At times the number of persons and cars are a concern. The board will have an attorney review the HOA Bylaws and Covenants.

Previous meeting minutes were reviewed which will be approved via email.

Management Report

Financials, August 31, 2019 Operating Account
Escrow Account

Balance Sheet. No questions.

P & L. Shows a loss depending on when invoice is paid.

Violations. No questions.

Work Orders

2060 officially finished.

_____, Carpenter bee holes need to be calked and windows need to be unsealed. This to be approved via email.

Committee Reports

Landscaping. Trees that need attention have been tagged with ribbons. Bids will be taken for the work. Landscaper working to remove/replace bushes.

Old Business – none

New Business

Gutter cleaning. Obtain bid and have done now.

Airbnb, _____. Tonya Jones and Cyndra Gasperini will research restrictions at similar housing developments.

The board will meet at a later date to finalize the 2020 budget.

The meeting adjourned at 7 pm. Next Board Meeting, Tuesday, October 8th.

Quail Ridge Homeowners Association
Board Meeting Minutes
Tuesday, October 8, 2019
5:30 Quail Ridge Clubhouse

The meeting was called to order by Cyndra Gasperini, President. Quorum was established. Board members present were Bob Aiken, Randy Collier, Cyndra Gasperini. Allan Howell and Anne Sneed. Absent board members were Joe Busby. Ber Enright, Brenda Pollard and Phyllis Wooten.

The minutes from the previous meeting were reviewed. Allan Howell made a motion to approve with the correction of building 2020 to 2060. Randy Collier seconded and the minutes were approved as corrected.

Management report

Financials. September 30, 2019 Operating Account
Escrow Account
Delinquents

We owe \$10,735 which should cover asphalt, tennis court fence and wood rot. We have \$51,000 left to spend.

Delinquents – no discussion

Violations – no discussion

Work Orders. Get new quote for pool fence with cost of columns.

Committee reports

Landscaping. "Pink Ribbon" project includes 45 trees. Quote from Bill Freelove of \$15,700 and should take 2-4 days to do all on list. Getting a quote from RPM.

Allan is working on compiling list of bushes that need attention.

Pool. Need better attendant coverage in the coming season. May need to increase manpower budget.

Old Business – none

New Business

A . Tree is the responsibility of the homeowner.

B. Pool Fence – discussed previously

C . Manpower expenses – discussed previously.

2020 Proposed Budget

Allan Howell made a motion to increase the homeowner dues and Randy Collier seconded the motion. The board felt that due to cable and landscaping expenses expected to increase and unforeseen expenses, a dues increase is needed. The motion passed.

The proposed budget will be presented at the annual meeting.

The meeting adjourned at 7:10 pm.

Next board meeting, Tuesday, November 12, 2019 5:30 pm

Annual meeting, Monday, November 18, 2019 7:30 pm

