

The Hills at Queens Gap
POA Board Meeting
7:00 P.M. August 4, 2022
Held at the home of Lindy Kirk
Blairsville, GA 30512

In Attendance:

- Bill Towhey; **Lots 15, 46, 47**
- Ann and Wendell Caver; **Lot 69**
- Mike Otero; **Lots 76, 77**
- Doug Murphy; **Lot 107**
- John Dady; **Lots 70, 73**
- Gary “Luke” Lukoski; **Lots 105, 106**
- Steve & Jenny Ingmire; **Lot 45**
- Jeff Custer, **Lot 108**
- Melinda Kirk, **Lot 91**

I. Welcome

Gary Lukoski, President, presided over the board meeting. He welcomed the board members and thanked Melinda Kirk for the use of her home.

II. Approval of Meeting Minutes

Doug Murphy presented the written minutes from the previous annual and board meeting:

- Board Meeting April 23, 2022
- Annual Meeting April 23, 2022

Mike Otero made a motion to waive the reading of the previous minutes. Bill Towhey seconded the motion. Motion passed unanimously.

All QG annual and board meeting minutes are located on the QG POA website.

These documents have been signed by the following Board members;

- Gary “Luke” Lukoski, President
- Michael Otero, Vice President
- John Dady, Treasurer
- Doug Murphy, Secretary
- Bill Towhey, Director

- Ann Caver, Director
- Kevin Jenkins, Director

III. Welcome to New Board Members

Gary Lukoski welcomed the new board members: Doug Murphy and Kevin Jenkins. He gave returning board member, Ann Caver a special “thank you” for continuing to serve for another term on the board.

IV. New Business

A. Financial Report

John Dady presented the YTD 2022 Financial Report. See the spreadsheet below.

Of special note in the spreadsheet:

Interest YTD: (\$210.12)

John Dady spoke regarding the new \$50,000 Certificate of Deposit held at the Live Oak Bank in North Carolina , which has a higher rate of return of 1.75% compared to our savings account which is below .05%.

John Dady suggested we open a second savings account also at LiveOak Bank as their interest rate is more favorable to our existing savings account. No vote was taken on this item at this time.

Fines/Penalties: (\$2,395.50)

This includes penalties paid on Lot 24 for nonpayment of the annual assessment. Lot 24 is now current on the annual assessment. Also included are fees assessed on concrete trucks which exceeded the allowed weight limits on several other lots in the subdivision.

John Dady made note that he has new gate remotes for a fee of \$20.00. Anyone needing a new remote may contact him. At this time, all gate remotes belong to the individual POA member who purchased them.

John Dady/Anne Caver suggested that we, in the future, consider having the new remotes be a rental instead of a purchase, with the remote belonging to the POA. This item is under consideration for the future.

A line-by-line summary of the YTD numbers is available in the following report:

Queens Gap Property Owners Association, Inc

	2022	Budget	Actual as of 07/26/2022	Actual Totals 07/26/2022
Carry over from previous year	\$3,000.00			
INCOME				
POA Dues	\$27,200.00		\$29,000.00	
Interest			\$126.44	
Fines/Penalties			\$2,395.50	
Gate Remotes			\$25.00	
TOTAL INCOME		\$27,200.00		\$31,546.94
EXPENSES				
Legal Services	\$500.00	\$500.00	\$438.50	\$438.50
Maintenance & Repair				
Gate Repair	\$500.00		\$0.00	
Grass Cutting	\$8,000.00		\$4,025.00	
Landscaping	\$500.00		\$168.38	
Road Repair	\$15,000.00		\$19,574.65	
Signs	\$100.00		\$0.00	
De-Icer	\$50.00		\$64.03	
Gate Security Cameras	\$0.00		\$0.00	
Maint. and Repair Total		\$24,150.00		\$24,032.06
Office Expense				
Insurance	\$750.00		\$0.00	
Meetings	\$500.00		\$85.00	
Supplies	\$100.00		\$7.49	
Postage & Box rental	\$150.00		\$164.00	
Utilities-Gate	\$375.00		\$214.74	
Gov't/Reg	\$125.00		\$30.00	
Website	\$300.00		\$168.00	
Office Expense Total		\$2,300.00		\$619.23
Miscellaneous	\$500.00	\$500.00	\$169.69	\$169.69
Total Expenses		\$27,450.00		\$25,259.48
Note As Of: 07/26/22				
Available funds-Checking Account			\$6,532.69	
Capital Improvement Fund			\$58,729.03	
Live Oak CD			\$50,099.91	
Total			\$115,361.63	

B. Appearance and traffic flow at the main gate area

There was discussion on the traffic issues of large trucks (dump/cement) that cut the road too sharply when coming from the subdivision's higher numbered lots down to the lower lots, or vice versa. This has happened numerous times even though attempts to stop this from happening; ie: placing large boulders and a line of rocks around the subdivision entrance sign area, has not solved the issue.

Previously, a POA member suggested we build/purchase a permanent structure/barrier to maintain a more professional appearance. A discussion was held on that topic. The general consensus coming from that discussion was there is no need for a permanent structure (walls) at this time due to budget constraints and fear of a wall being damaged by traffic.

Gary Lukoski shared that he has received numerous compliments on the appearance of our gate area, sign and landscaping efforts from several POA members, real estate agents and potential landowners. He complimented the POA members who volunteered this spring and held a work party to clean up the gate area.

C. Main gate maintenance and recent system problems

Update from Mike Otero and Bill Towhey:

Several issues keep occurring, ie: gates locking and not responding to codes, right door sticking due to faulty actuator, Keypad not working correctly. Mike Otero locked the gate open and John Dady eventually tied the gates back to an open position until these issues can be corrected by the contractor.

1. Wendall Bates, the current gate contractor welded on new gate Lynch pins, but gate issues continued to occur. Cost approximately \$500.00

2. Wendall Bates stated that we need a new/improved circuit board which will cost the POA approximately \$454.00

The POA is currently waiting on the new Circuit Board to arrive to be installed.

The POA has not been billed by Wendall Bates so far. The exact total of repairs is not known at this time.

Mike Otero received a call from "RAM LOCK AND KEY" a potential new contractor for the Main Gate. They suggested the POA get the gate working properly before they come to inspect the gate and make any suggestions.

D. Volunteer work party activity – Minor Road repairs and gate area

Volunteer work parties have been a success - including minor road repairs and front gate area improvements. The reason these work parties have been helpful is that small jobs like gate maintenance and road pothole repair are not jobs that contractors care to do in a cost effective or timely manner.

Gary Lukoski noted that area contractors are over booked and charging very high labor rates right now due to a big increase in population moving to Union County and a shortage of contractors.

E. Annual assessment – allowable inflation increase per Covenants and By Laws

Gary Lukoski brought up that costs are rising in many of the services we use. He showed several of our budget items are higher than our estimated budget due to higher costs from our local contractors. He said he would give more examples of this when we got to the road repair and road mowing agenda topics of our meeting.

Gary Lukoski pointed out that the POA annual assessment has not risen since it's inception in 2012. The 5% annual assessment increase allowed by our Covenant

and By Laws would permit the POA Board to increase the assessment by 5% for each lot in the subdivision, if approved by the board. Gary believes this 5% increase clause in our covenants was put in to give the board the ability to keep the incoming funds level with inflation. A discussion ensued regarding this issue. The board, during discussion, felt that the POA income has fallen behind due to inflation and this is a modest way to attempt to keep up with our rising costs.

The concept of a “special meeting” to raise the annual assessment was brought up. John Dady read the exact wording from the Covenants that stated that at a special meeting called by the board or at the annual meeting, the subject of raising the annual assessment more than the allowed annual 5% could be brought up and voted on by the members in attendance and proxy ballots of those who could not attend. A discussion ensued on this subject as to the interpretation of the Covenants on this matter and the logistics of holding a special meeting. Gary Lukoski suggested tabling the matter for now and having the POA attorney give a legal opinion on this subject to the board before the next meeting.

John Dady made a motion to adopt an annual five percent (5%) increase in the yearly assessment. Mike Otero seconded the motion. Motioned carried unanimously. The annual assessment beginning in 2023 will be \$210 per lot.

IV. Old Business

A. Covenant Compliance

B. Gary Lukoski stated several new homes have been recently completed except for the landscaping aspects. Mike Otero suggested the POA board contact the homeowners to inquire what the plan is and timeline for finishing the landscaping. It was also stated that Covenant compliance at this time is good. The board will continue to monitor properties periodically as part of the stated duty of the board to keep all properties within the subdivision compliant with the Protective Covenants.

C. New Construction Committee Report

Recently Completed Homes

Five homes have been completed since the annual POA meeting on April 23, 2022.

Homes Completed

- Lot 14: Daniel Ferro
- Lot 55: Malita McKinnley
- Lot 68: Carol & Mike Murphy
- Lot 116: Vernon & Sheila Thompson
- Lot 120: Tom & Laura Malsby

Homes Under Construction

There is 1 home currently under construction

- Lot 4: Shoni Benton
Mike Otero will reach out to Ms. Benton regarding over-loaded concrete trucks.

Total QG Completed Homes

36 Completed Homes

29 Occupied Full-Time

Four new homes and two detached garages have been completed since the last new construction report.

Gary Lukoski brought up the newly enacted county moratorium on issuing licenses for short term rentals (Air BnB, VRBO etc). The county will not be issuing new licenses for short term rentals beginning August 16, 2022 for a period of at least 6 months. We have 3 known rentals of this type in our subdivision. The board feels that if this type of business is being conducted in the subdivision, the lot owner needs to have the proper county license and comply with all ordinances pertaining to short term rentals. The board will contact two of them and verify if the

third is still in that business. Bill Towhey will contact Billy Toups and Mike Otero will reach out to Mohan Harihara (Lots 74, 75).

D. Road Committee Report

Gary Lukoski and John Dady gave a road report. We have repaved 2 large areas on our widest and most heavily used roads, Summer Cove and The Hills Lane. We have also had to do some extensive repair work on gravel roads due to erosion. The unexpected erosion issue and higher asphalt prices have put us over budget for this year. All asphalt road work this year was mandatory due to damage caused by heavy trucks and increased traffic from new home construction activity. The current repaving costs for asphalt on 18' wide roads are \$30 per linear foot. That is 3 times the costs of repaving from 2016 costs. The road committee based on contractors inspection of our roads, feels that at the current costs, mandatory road repairs and repaving will be at least \$15,000 to \$20,000 per year ongoing.

E. Collection of past due annual assessments, Lot 24

Ann Caver reports Lot 24 has been paid off to our satisfaction.

F. Road Mowing Report

Gary Lukoski reports the schedule is meeting the budget, but noted that costs are going up across-the-board in this area, so we will need to budget more in the future.

V. Comments and Questions

There were no comments or questions from the floor.

VI. Adjournment

John Dady made a motion to adjourn the meeting. Doug Murphy seconded the motion. Passed unanimously. Meeting adjourned

AFFIRMED AND APPROVING MINUTES
QUEENS GAP PROPERTY OWNER'S ASSOCIATION
POA BOARD MEETING
AUGUST 4, 2022

CERTIFIED TRUE COPY OF THE EXTRACT OF THE MINUTES OF THE HILLS AT QUEENS GAP PROPERTY OWNER'S ASSOCIATION BOARD MEETING HELD ON **THURSDAY, AUGUST 4, 2022, 7:00 PM**, VIA VIRTUAL ZOOM MEETING. PROPER QUORUM WAS PRESENT SAID MINUTES HAVE BEEN READ AND AFFIRMED VIA EMAIL BY:

Gary "Luke" Lukoski , President

Mike Otero, Vice President

Doug Murphy, Secretary

John Dady, Treasurer

Bill Towhey, Member at Large

Ann Caver, Member at Large

Kevin Jenkins, Member at Large

Signed this _____ day of _____, 2022.