

**The Hills at Queens Gap
POA Annual Meeting - Minutes
Saturday, April 23, 2016
10:00 a.m.-12:00 p.m.
Union County Community Center
Blairsville, GA 30512**

In Attendance:

- Jim & Linda **Tromanhauser**, Lots **1, 23**
- Billy & Lisa **Toups**, Lots **11, 12, 13**
- Bill **Towhey**, Lots **15, 47**
- Stan & Sheri **Jeffress**, Lot **16**
- Dave **Franck**, Lots **42, 130**
- Gordon & Cathie **Newton**, Lot **44**
- Beth **Nash**, Lot **48**
- Guy & Judy **McMillan**, Lot **49**
- Flo **Weaver**, Lots **53, 54**
- Wendell & Ann **Caver**, Lot **69**
- Clint **Johnson**, Lot **70**
- Linda **Chastain**, Lot **73**
- Mike & BJ **Otero**, Lot **77**
- Larry & Carol **Davis**, Lot **78**
- Fariborz **Noori**, Lot **82**
- David & Katie **Kohutek**, Lot **85**
- Melinda L. (Lindy) **Kirk**, Lot **91**
- Rick & Pam **Morris**, Lot **92**
- John **Johnson**, Lot **97**
- Randy & Linda **Christopher**, Lot **99**
- Cathy & Don **Powell**, Lots **100, 101**
- Chuck **Jones**, Lots **106, 107**
- Everett & Cheryl **Moore**, Lot **113**
- Tom & Laura **Malsby**, Lot **120**
- Kathy & David **Dillow**, Lot **121**
- Russ & Chris **Byrd**, Lot **122**
- Gary **Locke**, Lot **123**
- Carey & Cecilia **Lee**, Lot **128**
- Chris & Clyde **Harrow**, Lot **134**

Prayer and Welcome:

Ann Caver led in prayer. Billy Toups, POA President, welcomed the Owners to the Annual General Meeting.

Current Board Members – Billy Toups

Thanks and special appreciations were given to the current Board Members for their service on the POA Board. Current members are

Chuck Jones
Everett Moore
Cathy Powell
Jim Tromanhauser
Ann Caver
Bill Towhey
Billy Toups

Special recognition was given to Wendell Caver for his willingness to assist in the Community no matter the difficulty of the task. He was referred to as an “Official Eighth Member to the Board.”

Financial Report - Ann Caver

Income & Expense Report - 1/1/2015 – 4/15/2016

| | | |
|--|----------------------|---------------------|
| Carried Over from 2014 | \$1,519.03 | |
| Income: | | |
| Dues | 51,200.00 | |
| Available Operating Funds | \$52,719.03 | |
| Expenditures 1/1/2015 thru 4/15/2016: | | |
| Mowing (\$4,675) | 4,675.00 | |
| Office Expenses | 2,083.27 | |
| Insurance (\$737) | | |
| Meetings (\$749.94) | | Two Annual Meetings |
| USPS-Box Rental (\$86) | | Two-Years Rental |
| Postage (\$104.98) | | |
| Printing & Copying (\$25) | | |
| Supplies (\$304.50) | | |
| Website (\$75.85) | | |
| Utilities | 416.30 | |
| Contract Services | 2,147.00 | |
| Legal (\$1,597) | | Legal Assessment |
| Survey (\$550) | | Easements |
| Gate Repair | 402.23 | |
| Government Compliance | 60.00 | |
| Landscaping | 304.11 | |
| Total Expenditures: | (\$10,087.91) | |

Income & Expense – 1/1/2015 – 4/15/2016

| | |
|----------------------------------|--------------------|
| Available Operating Funds | \$52,719.03 |
| Less: | |
| Total Expenditures | (10,087.91) |
| Transfer to Capital | |
| Improvement Reserve | (15,000.00) |
| Balance | \$30,040.33 |
| Available for | |
| 4/16/2016 thru 4/15/2017 | \$27,631.12 |
| (Same as Checkbook) | |

Budget – 4/16/2016 thru 4/15/2017

| | | |
|---|--------------------|---|
| Available Funds | \$27,631.12 | |
| Less Projected Expenses | | |
| Mowing | 5,000 | |
| Road Repair | 1,500 | |
| Legal | 1,500 | |
| Office Expenses | 2,736 | |
| Insurance (\$737) | | |
| Meetings (\$1,000) | | Facility Rental Increased from 350 to \$750 |
| Supplies (\$400) | | |
| Postage & Box Rental (\$169) | | |
| Website (\$80) | | |
| Software (\$350) | | Quick Books Update |
| Landscaping | 500 | |
| Utilities | 420 | |
| Gate Repair | <u>500</u> | |
| Projected Income Over Expenses | \$15,475.12 | |

Budget – 4/16/2016 thru 4/15/2017

| | |
|--|--------------------|
| Income over Expenses | \$15,475.12 |
| Transfer to Capital Improvement Reserve | (15,000.00) |
| Projected Year End Balance | \$475.12 |

Old Business

Legal Check Up:

No existing easements for Lots 1, 23 & 31 for the gate and sign. The pump house is situated on Lot 45 leaving the property owners vulnerable to legal liabilities.

Easements Needed: Between POA and owners of Lots 1, 23 (Tromanhauser) & 31 (Rymza); and between Coosa Water (pump house) & owner of Lot 45 (White).

Action Taken: Alerted property owners of these lots & Coosa Water. Surveys were commissioned.

Current Status:

Easements between Owners of Lots 1, 23 & 31 and the POA have been drafted, have been reviewed by the Board, and will be sent to owners for signature. After which, POA President will sign it and it will be recorded at the Clerk's Office, Union County Superior County.

Owner of Lot 45 has agreed to sell and Coosa Water has agreed to buy, that portion of the lot that is being used for Pump House.

Other Legal Issues:

Legal filings needed.

- Defined POA's responsibility for road maintenance.
- Clarified property boundaries, common areas, rights of way, third-party utility providers, liens, by-laws, etc.
- Board will work to resolve remaining items identified in attorney's opinion letter.

Property Owner (Chastain, Lot 73) expressed concern regarding the roads leading up to their house-Hawks View and Sundown Court.

The Board is sensitive to the owner's concern. However, **improvements cannot be made until**

- Driveway is paved on Lot 72 (contractor has been hired, Jason Lunsford); and
- Log house is built on Lots 74 & 75
- Heavy concrete trucks put stress on the roads. If you downsize the load limit of the concrete, then the price of the concrete increases because more trips are needed to the construction site.

NOTES:

- POA inherited from Waterfront, substandard roads. Roads are over 10 years old and were not constructed properly.

- Several PO were told before they bought a lot that if they built on an unpaved road that road would remain unpaved. The PO would be responsible for the cost of road maintenance.
- Legal opinion is stated as “safe and passable,” but POA responsible for road maintenance in QG.

Old Business:

www.TheHillsAtQueensGap.com

Up and Running – Thanks to Wendell Caver.

Website contains

- Covenants and Building Standards (Bill Towhey has condensed the very long document to a 2-page, what you need to know document.)
- Important contacts information
- Board Information
- Names and emails
- Meeting minutes
- Subdivision plats
- Local weather and web cams
- Lots and lots MORE!

Road Signs – Chuck Jones:

Action has been delayed because of budget restraints. However, the Board may consider again this year, i.e. Stop Signs, Speed Limit Signs, and Neighborhood Watch Signs, etc.

By-Laws:

The Covenants and Restrictions are not in agreement with the By-laws. The Board has attempted to bring the two into compliance. It is a very complicated “mess.” However, it is a work in progress and the Board will again try to marry the two documents. Bylaws are the guidelines and they set forth

- Number of Board members;
- When and how often the Board will meet;
- Term of the Board; and
- Fiscal year, etc.

Unpaid Dues:

Assessment dues for 2013, 2014, 2015, & 2016 are due and outstanding. Liens have been filed for 3 of the 4 years with the Clerk of Court for the Union County Superior Court. A lien will be filed for 2016. These liens will serve to ensure that the POA be able to reclaim these funds at either the sale of the property or the foreclosure.

NEW BUSINESS:

Gate Code Changes (Bill Towhey) will change by the end of May 2016. However, the old codes will stay in effect for a while after the new code has been programmed.

POA will receive an email with the new gate codes:

- Owners' Codes
- Service Codes
- Builders, garbage men, BRMEMC, others
- Changed Annually

Significant amount of traffic comes through the gate. Suggestion was made to open the gate during the day and close it at night. Clint Johnson stated that if the gate is opened during the day, the subdivision could open itself up for liability issues. Therefore, because of the amount of residents living here in the subdivision at this time, the gate will remain closed all the time.

NEW DEVELOPMENT:

New homes completed since last annual POA meeting:

- Jerry & Linda Chastain – Lot 73
- Guy & Judith McMillan – Lot 49
- Mike & B.J. Otero – Lot 77
- Larry & Carol Davis - Lot 78

Under Construction:

- Randel & Susan Weikel – Lots 74 & 75
- Bill & Deb Towhey - Lot 47

Status of Residences:

- Currently 15 completed homes in Queens Gap
- 12 occupied homes by full-time residents
- 2 weekend residences
- 1 vacation rental

ELECTION OF BOARD MEMBERS

Three current members scheduled to rotate off:

- Ann Caver
- Billy Toups
- Bill Towhey

Thank You for Your Service!

UNFORTUNATELY

No one new stepped up to run for the board!

So, after a bottle or two of wine, the exiting board members agreed to stay on the board...if re-elected!

Candidates:

- Ann Caver – Lot 69
- Billy Toups – Lots 11, 12 & 13
- Bill Towhey – Lots 15 & 47

PRESIDENT'S COMMENTS

- Personal privilege to serve.
- Queen Gap is our home.
- My intentions as well as the other board members are pure.

Accomplishments:

- Established sound legal footing
- +\$30,000 in Capital Improvements Reserve Fund
- Revised Covenants
- Not Perfect but are WORKING!
- Systems and procedures in place. Able to account for EVERY PENNY!
- Improved communication between Board and property owners

President's Report:

This year has actually been easier than years past. Most of the heavy lifting had been done in the past two years.

Honestly, though, for reasons that you may or may not know, and that I do not care to talk about, this year has been far less pleasant than in years past.

The Board so appreciated your words of encouragement and was humbled by your OVERWHELMING show of support through it all.

On behalf of the entire Board, Thank You!

Property Owners' Comments and Questions:

PO Dillow, Lot 121, inquired about the best utility provider. Other property owners overwhelmingly voiced their opinion for Blue Ridge Mountain EMC over Windstream.

PO Clint Johnson, Lot 70, suggested assessment dues be increased from \$200 to \$300 per year. \$200 per year is not sufficient. The fees are too low for the road expenses looming in the future.

He suggested fees be increased to \$300 per year to build up the reserve account. He was just asking the POA and Board to consider the idea.

PO Russ Byrd, Lot 122, inquired about the issue of the cluster mailboxes. What is the status?

- POA does not own a common ground to install the cluster mailboxes
- The pump house is located on a very small piece of property that is now owned by Coosa Water. Coosa Water purchased this small piece of land from the PO. USPS agreed they would go into the subdivision as far as the pump house.
- Coosa Water has been asked about the POA constructing cluster mailboxes on this property they just purchased. Coosa Water indicated this was a question for their Board
- As far as private mailboxes located at a PO's residence, out of the question because the roads in QG are private roads

PO Everett Moore, Lot 113, Board Member, revisited the cluster mailboxes issue. Asking

- Do we want to pursue the cluster mailbox issue at the pump house?
- How many HOs approve? From attendees at the Annual POA meeting, 99% approved.
- One bank of 32 mailboxes in a cluster, but pour concrete for 6 more
- Cost not to exceed \$3000. Board is very conservative on spending money.
- Until we get more homes, go with the minimum amount of mailboxes, then add as more people move in permanently.
- Location will be the first priority.

Announcement of Election Results and Welcome of New Board Members:

- Ann Caver
- Bill Towhey
- Billy Toups

Adjournment

Thank You for Coming!

CERTIFICATE AFFIRMING AND APPROVING MINUTES OF THE HILLS AT QUEENS GAP POA ANNUAL MEETING HELD APRIL 23, 2016 IS FILED IN THE MINUTE BOOK HELD IN THE OFFICE OF THE SECRETARY FOR THE HILLS AT QUEENS GAP POA, 333 TREE LINE DRIVE (LOT 69), BLAIRSVILLE, GA 30512.