

**The Hills at Queens Gap**  
**POA Board Meeting**  
7:00 P.M. January 4, 2023  
Held via Zoom Teleconference

**In Virtual Attendance:**

- Bill Towhey; **Lots 15, 46, 47**
- Mike Otero; **Lots 76, 77**
- Doug Murphy; **Lot 107**
- John Dady; **Lots 70, 73**
- Gary “Luke” Lukoski; **Lots 105, 106**
- Kevin Jenkins (joined 7:46 pm); **Lot 133**

**Not in Virtual Attendance:**

- Ann Caver; **Lot 69**

**I. Approval of Meeting Minutes**

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

- Board Meeting August 4, 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

## **II. New Business**

### **A. Financial Report for 2022 and proposed budget for 2023**

John Dady had previously distributed the 2022 Financial Report and proposed budget for 2023. After discussion, there were no concerns regarding the proposed budget. Mike Otero made a motion to approve the budget, John Dady seconded the motion. The motion passed unanimously.

The report and the budget can be seen below:

**Queens Gap Property Owners Association, Inc**

	2022	Budget	Actual as of 12/31/2022	Actual Totals 12/31/2022	2023	Budget
Carry over from previous year	\$3,000.00					\$3,500.00
<b>INCOME</b>						
POA Dues	\$27,200.00		\$29,000.00		\$28,560.00	
Interest			\$602.48		\$2,000.00	
Fines/Penalties			\$2,795.50			
Gate Remotes			\$105.00			
<b>TOTAL INCOME</b>		\$27,200.00		\$32,502.98		\$30,560.00
<b>EXPENSES</b>						
Legal Services	\$500.00	\$500.00	\$438.50	\$438.50	\$500.00	
Maintenance & Repair						
Gate Repair	\$500.00		\$1,913.00		\$1,000.00	
Grass Cutting	\$8,000.00		\$8,010.00		\$8,500.00	
Landscaping	\$500.00		\$368.38		\$500.00	
Road Repair	\$15,000.00		\$19,943.75		\$20,000.00	
Signs	\$100.00		\$0.00		\$100.00	
De-Icer	\$50.00		\$96.07		\$75.00	
Gate Security Cameras	\$0.00		\$0.00			
Maint. and Repair Total		\$24,150.00		\$30,331.20		\$30,175.00
Office Expense						
Insurance	\$750.00		\$701.00		\$750.00	
Meetings	\$500.00		\$139.93		\$500.00	
Supplies	\$100.00		\$7.49		\$100.00	
Postage & Box rental	\$150.00		\$164.00		\$150.00	
Utilities-Gate	\$375.00		\$372.46		\$400.00	
Gov't/Reg	\$125.00		\$30.00		\$125.00	
Website	\$300.00		\$168.00		\$300.00	
Office Expense Total		\$2,300.00		\$1,582.88		\$2,325.00
Miscellaneous	\$500.00	\$500.00	\$176.69	\$176.69	\$500.00	\$500.00
<b>Total Expenses</b>		\$27,450.00		\$32,529.27		\$33,000.00
<b>Note As Of:</b>	01/03/23					
Available Funds Checking Account			\$3,742.90			
Capital Improvement Fund			\$59,624.88			
Live Oak CD			\$50,000.00			
Live Oak Savings			\$500.10			
Total			\$113,867.88			
2023 Projected Income Less Projected Expenses						\$1,060.00

**NOTE: Capital Improvement Fund Includes \$4,820 2023 Dues Received**

## **B. Increased contractor costs, long term road maintenance and long term solutions**

Gary Lukoski presented on these topics. The long arm mower is willing to honor the existing price, and perhaps even lower it if his costs drop in the upcoming year. The short grass mower has been doing a good job and is in the last year of his contract. In fact, members have approached board members saying that both mowers have been doing a good job and are pleased with their efforts and results.

The current road contractor has been contacted and will be giving us a quote on another section of repaving this spring. They don't know if the prices of asphalt will go up yet as the asphalt plant is closed for the season. Other contractors will be called to quote as well.

The long term solution is to do the best we can within the given budget.

## **C. April annual POA members meeting (date, time, and location)**

There was discussion around date selection, in an effort to avoid the Easter holiday. The proposed date coming out of this discussion is **Saturday April 22, 2023 at 10:00 AM**. The previous venue, Pavilion #1 at Meeks Park, has worked out well, and we'll attempt to reserve it.

John Dady is going to contact the responsible organization and put a deposit on the venue.

Bill Towhey made a motion to approve this upcoming meeting and Doug Murphy seconded the motion. The motion passed unanimously.

## **D. Expiring board positions**

Gary Lukoski brought up the two expiring board positions: Bill Towhey and Mike Otero. Both mentioned that they are between likely and probable to run again for a board position.

## **E. Increased property damage caused by deer in the subdivision**

Ann Caver had brought this topic up to a board member who was going to be present at today's meeting. She had suffered significant damage to vegetation near her house.

There are a range of options that were discussed, ranging from planting more deer resistant vegetation, to utilizing the county extension office for educating home owners on options to reduce the impact of the deer, through to reducing the local deer population via different – but safe for residents - hunting methods.

This item has been tabled for now.

## **III. Old Business**

### **A. Gate area maintenance and security (gate committee)**

The committee presented the current status of the gate, namely that it has been working well. The current vendor, Wendell Bates, has made significant repairs this past year and we have suffered some downtime with the gate. Most major gate components have been replaced over the past 2 years.

The gate opening roadway triggers were discussed, as some concern was raised about exposure of the pipe buried in the asphalt at the entrance. Options were talked through, from coating to hot patching. When the weather warms up, these options will be reconsidered.

An alternate vendor has been contacted. After the holidays, this vendor will visit our gate to review our situation and give us some insight into the options they would offer us. Additionally, we will ask this vendor to include the maintenance of the security cameras.

### **B. Covenant compliance**

Gary Lukoski informed the board that compliance has been good lately. Some of the areas of concern were discussed but overall the board is pleased with compliance.

### **C. Treasurer's Report**

John Dady presented the Treasurer's Report. His notes and discussion points are below:

Notes for Jan 4 Directors Meeting

1. Verified that all board members had received the copy of Budget Spreadsheet prior to meeting.
2. Live Oak accounts. Swapped out the one year duration 1.75% CD for a 4.5% one year duration CD in mid-November. Cost us 60 days interest as a penalty (\$215.71) but almost made up for it the first month at the new rate (\$187.27).
3. Most expeditious method to make the change to the higher level CD was to transfer the previous CD into a Savings Account at Live Oak, then fund the new CD from that savings account. Good news is the savings account now accrues interest at the rate of 3.5%. Interest received from the new CD automatically moves from the CD to the Savings. We can then move that money with a push of a button back to the UCBI checking account.
4. The Board discussed current balances. Dues received have been deposited put in the Capital Improvement Fund account at UCBI.
5. The Board discussed annual assessments (\$210 per lot) paid to date. Note reminder email sent out Dec 31<sup>st</sup>. Will send out another around Jan 15. January 31 is the deadline for all annual assessment payments to be received.
6. The Board discussed the owner who has only paid \$200. John Dady has contacted them by email, will follow-up with phone if necessary.
7. John mentioned W-9's were sent out to five vendors. Four returned, Waiting on Matthew Dalrymple. 1099-NECs will go out to each of them this month. The good news this year was that we do not need to send one to our attorney, as annual billings were less than \$600.

8. Tax return not due until April 15. John will complete this upon his return to GA. Will also be submitting a GA tax return.
9. The Board will be looking into banks that accept Zelle (or some other form of immediate electronic payment).

#### **D. New Construction Committee Report**

Mike Otero presented for this committee.

##### **Recently Completed Homes**

One home has been completed since the last POA meeting on August 4, 2022.

##### **Homes Completed**

- Lot 4: Shoni Benton

##### **Homes Under Construction**

There is 1 home currently under construction

- Lot 121: David and Kathleen Dillow

##### **Total QG Completed Homes**

37 Completed Homes  
30 Occupied Full-Time  
4 Used for rental

#### **V. Comments and Questions**

No POA member brought up any issues to the board prior to the meeting.

Multiple board members mentioned incidents of residents speeding on our local roads. This is a recent and ongoing concern.

#### **VI. Adjournment**

Bill Towhey 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**  
**January 4, 2023**

CERTIFIED TRUE COPY OF THE EXTRACT OF THE MINUTES OF THE HILLS AT QUEENS GAP PROPERTY OWNER'S ASSOCIATION BOARD MEETING HELD ON **WEDNESDAY, JANUARY 4, 2023, 7:00 PM**, VIA VIRTUAL ZOOM MEETING. PROPER QUORUM WAS PRESENT SAID MINUTES HAVE BEEN READ AND AFFIRMED VIA EMAIL BY:

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Gary "Luke" Lukoski, President

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Mike Otero, Vice President

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Doug Murphy, Secretary

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John Dady, Treasurer

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Bill Towhey, Member at Large

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Ann Caver, Member at Large

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Kevin Jenkins, Member at Large

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.