



## Quail Creek Homeowners Association

### Board Meeting Minutes

February 20, 2023

7:00 PM

McLendon-Chisholm City Hall

1371 W. Farm to Market Rd 550

The Regular Board of Directors Meeting of the Quail Creek Homeowners Association was held on Monday February 20, 2023, at 7:00 PM. A quorum was established with the following members in attendance: Bob Steinhagen, (President), Ken Daulong (Vice President), Shana Nalls (Treasurer), Tish Bruckner (Secretary), Herb Harker, Bev Stibbens, Mike McDaniel (Members-At-Large), Shawn Allen (ARC Chair).

Called to order at 7:01 pm

A motion to approve the January 16th Board meeting minutes was made by Bev, Tish second the motion, minutes were approved unanimously.

Park advisory committee status:

- Park advisory committee: Randy Nalls, Grant Ashmore, Alicia Rojas, Mike McDaniel, Jessica Allen, John Regan, Natalie Peters.
- Draft survey for the homeowners to make changes to the park sent to Board for review of any necessary changes.
  - Option 1:
    - Expand the play area to contain all current playground equipment.
    - Includes expanding existing border to enclose all equipment and adding rubber mulch in the expanded area.
    - Total cost guesstimate range: \$10-20K.
    - Requires special assessment of \$150-300 per QC household prior to capital account offset.
  - Option 2:
    - Upgrade play area with new playground equipment.
    - Includes removal of existing equipment, minor relocation of play area (to enable future park expansion).
    - Footprint will be expanded to meet current safety standards for clearance around equipment.
    - Total cost guesstimate range: \$30-50K.
    - Requires special assessment of \$450-750 per QC household prior to capital account offset.
  - Option 3:
    - Upgrade play area with new playground equipment and canopy for playground shade.
    - Includes removal of existing equipment, minor relocation of play area (to enable future park expansion).
    - Play area footprint will be expanded to meet current safety standards for clearance around equipment.
    - Add canopy to cover play area and observer benches.
    - Cost guesstimate range: \$50-100K.

- Requires special assessment of \$750-1500 per QC household prior to capital account offset.
    - Possible annual maintenance cost for canopy.
  - Option 4:
    - Add new playground equipment, canopy, and new play area with optional landscaping.
    - Includes same improvements as option 4.
    - Add new play area for TBD athletic use. Potential uses include sand volleyball, soccer nets, basketball court, pickleball court, workout course.
    - Remove the three picnic tables and grill.
    - (Optional) Add trees and/or landscaping and necessary irrigation.
    - Cost guesstimate range: \$100-250K.
    - Requires special assessment of \$1500-3600 per QC household prior to capital account offset.
    - Likely annual maintenance costs for irrigation, landscape and canopy.
- Survey will be sent to homeowners to review for preference of neighbors then final preference will be assessed for what is required to complete the work. We would need to determine how much of the capital dollars we would invest to complete the project.
- Left out the option to do nothing because of the state of the current park and equipment.
  - Board member requested that the option to do nothing be added to the survey.
- Send out by March 1<sup>st</sup>
  - 2 weeks to respond – then assess response rate.
  - The Park committee will meet again on March 16.
  - If more responses are needed, the option to send reminders will occur.
- Sponsorship email notification to go out from the HOA Board.
  - Motion by Mike to send out sponsorship communication by Board, second by Shana, motion approved unanimously.
- HOA Secretary will provide email addresses for the homeowners.
  - Set up email address for Park Committee and provide access to Mike and Alicia.
- Capital account dollar range that would allow us to offset costs for Park changes was asked about.
  - The dollar amount from capital account will need to be approved by homeowners. [As point of clarification, the budget and any expenditures in excess of the budget are approved by the Board, so the Board technically would approve any use from the reserve, Bylaws 7.03. However, the Board is to govern in a manner that reflects a sense of the majority of the homeowners, Bylaws 7.02, so the Board felt any significant use of reserve funds would require homeowner input at a member meeting or similar.]

#### Common area:

- Update on the alternate landscape maintenance vendor bid for Quail Creek (someone other than JG); Mike did not receive any response back; this item has been closed.
- JG Landscaping ran a smaller flex-pipe for water line in lieu of boring under the street to repair the front area, work completed.
- Front area tree canopy has been trimmed.
- Formal bid provided by Monte Gibson to repair 3 barriers requiring straightening and welding and includes painting of all barriers and all supplies with a final bid of \$2,850.
  - Monies would come out of capital reserve.
  - Bev with the motion to approve Monte Gibson bid with payment from capital account, Ken second, approved unanimously.

- From our January meeting: *Ken to send a note to Konrad (City Administrator M-C) about a required street repair at the front entrance. It was determined that the cracked street has settled on the irrigation line causing it to crack. Board is concerned that an irrigation repair without an accompanying street repair may not be a long-term fix.*
  - *Ken mailed Konrad and Konrad did not understand the request. Ken will finalize a response to Konrad that continued issues could occur if a proper repair is not completed by the City to the streets.*
    - Ken provided an update to Konrad and has not heard back.
  - Contract has been signed by the City for street assessment, but Bev noted that Mockingbird was left off. Bev notified City Hall that it needed to be added.

Treasurer, Shana Nalls, presented the financial report which includes the Income statement and balance sheet. Last month's income & expenses were consistent with the budget and expectations. Approve a \$450 invoice from JG Landscape to repair irrigation, motion by Shana, second by Mike, approved unanimously.

ARC review:

- 4 ARC requests submitted this past month.
- Need to address issues with HOAARC email address forwarding to Shawn Allen.

Need to complete the filings of our amended Dedicatory Instruments with the County.  
To be completed by Bob on February 21.

Discussion associated to issue with evergreens potentially having a disease and a recommendation by a neighbor is being made to have an arborist come out to complete a special assessment of the neighborhood. It was discussed to have JG Landscaping provide a perspective on what can be done to address and create preventative measures.

The question put by the chair that the March Regular Board Meeting be held March 20, 7 pm at the McLendon-Chisholm City Hall. Approved.

The Board recessed into Executive Session at 8:20 PM and reconvened at 8: 31 PM.

Summary of Executive Session:

- Complaint associated with street parking, cars are parking the wrong direction on the side of the road. This creates a hazard and is extremely dangerous when driving through the neighborhood after dark.
- Cars parking and driving across the yards and damaging yards.
- We are experiencing a high incident of cars speeding through neighborhood.
- Drivers are not moving over for pedestrians.
- Trailer is parked in the back yard in the view of the street. (221939)
  - No response to courtesy email.
  - Need to send a notice of violation.
    - Hard copy and soft copy will need to be sent.
- Complaint on dogs barking in the middle of the night. (221970)
  - Courtesy notice will need to be sent.

The meeting adjourned at 8:31 PM.