



**Quail Creek Homeowners Association
Annual Member Meeting Minutes
October 11, 2022
7:00 PM
291 Partridge Drive**

The Annual Member Meeting of the Quail Creek Homeowners Association was held on Tuesday, October 11, 2022 at 7:00 PM at the home of Shana Nalls at 291 Partridge Drive. A quorum was established with 36 members including proxies at the meeting. The meeting was called to order at 7:20 PM. A review of the Rules of Order of Business was presented.

President Steinhagen began by allowing homeowners to introduce themselves as several new homeowners were in attendance.

The meeting agenda was presented for approval, motion by Grant Ashmore to approve, second by Randy Nalls. Motion carries unanimously.

Election of the Permanent Meeting Officers was conducted. All positions were filled by unanimous consent with Bob Steinhagen acting as the Permanent Chair, co-Chair Shana Nalls, Jarrett and Shawn as Sargent of Arms, and Tish Bruckner as Secretary, Bev Stibbens as Parliamentarian for the meeting.

The minutes from the Annual Meeting on October 4, 2021 were approved.

President Steinhagen began his annual report highlighting actions of the HOA Board over the past year, which included:

1. We welcomed a new member into the HOA, the Rojas family was approved through a ballot initiative to add their home as a new home and member with the HOA. Alicia Rojas attended the meeting.
2. The effort to add this lot to the neighborhood brought about the knowledge that the streets are owned by the city. The HOA is no longer responsible for the maintenance of the streets. We are requesting an official speed limit for the streets @ 25 mph (this is the lowest we can set).
3. Ballot Initiative Passed all items; CC&Rs, Initiative #1; Bylaws, Initiative #2; and 3 of the 4 Ballot Initiatives #3 passed. Initiative 3C relating to room rentals to non-related persons failed.

The Treasure's Report was presented by Shana Nalls. Information was provided regarding ongoing expenses. No increase in annual dues would occur in 2022.

We have a deposit at the City Hall to support future HOA Board meetings at the City Hall.

We discussed the change for the HOA dues since we now know we do not own the streets, we no longer require the annual budget to generate a surplus to increase the Capital Improvements Reserve. Total expenses proposed for 2023 \$22,732 creates a projected assessment of \$325 per home. Reduction of dues requires a simple majority vote of all homeowners, entertain motion to lower dues for calendar year 2023, Bev motion to lower HOA dues, to \$325 second, Jarrett.

There was discussion by a concerned with the dues and budget as proposed. Specifically, it is the

Boards responsibility to set the budget and dues amount. CCR 4.3 requires a simple majority vote of Members at the meeting to approve a decrease from prior year. After discussion and review, Bev amended the motion to lower dues, second by Jarrett. Motion to agree to lower dues, approved unanimously.

Shana further explained that surplus funds had accumulated in the Operating Account as there had been no transfer to the Capitol Reserve Account since 2018. That surplus was \$17,177. Those funds could be used for the park or could be moved to the Capitol Reserve Account based on the outcome of another agenda item.

Shana also reminded everyone of the Dues Timeline: Assessment lien created each January 1st; Collected each July; funds used for the next fiscal year, which begins each Oct. 1st. She then explained the “right sizing” of the 2022 Assessment. The 2022 Assessment, \$465.85, was established prior to understanding that the streets belong to the City. As such, the dues collected July 22 exceeded that needed for the FY23, \$325. The surplus, based on the presented budget estimate, \$140.85, will appear as a one-time, line item credit on the 69 homeowner’s statements in July 23.

Table motion to review details on budget including the reserve details.

- Park is owned by the HOA and has responsibility to maintain the park and the front entry of the community. What reinvestments are currently and near future requirements? Park updates will be discussed as per agenda along with necessary front entry maintenance. The HOA also has the responsibility to maintain streetlights per FEC contract.
- The annual budget has a minimal amount designated for legal expenses, that of routine, usual services. In the event of a lawsuit or an inquiry regarding a non-routine matter, having liquidity in the reserve account is critical. Those are the funds that would be drawn upon.
- Maintenance and repair of drainage barriers are part of the HOA responsibility.

Packer Park was installed in 2006. Packer Park was invested in by the HOA and the Packer Family to improve a portion of the park. There was a motion from floor in 2021 to get a bid on Park improvement. The estimate to move border, expand borders and add additional rubber mulch came back as \$13,720.

The Board recommends creating a committee of homeowners to care for the Park and what should be done to update and improve the park. Some questions were presented, including; “How many people are using the park?”

Request for volunteers to create a committee to assess the next steps on Park.

Motion to form a committee made up of members of the neighborhood to make recommendation on the future of the park. Passed unanimously.

No other motions from the Board.

Election of New Board:

Nominations for Board:

President – Bob Steinhagen

Vice President – Ken Daulong

Treasurer – Shana Nalls
Secretary – Tish Bruckner

@ Large positions:

Bev Stibbens
Mike McDaniel
Herb Harker

ARC:

Shawn Allen – ARC Chair
Grant Ashmore
Josh Martin

All positions were unopposed.

The meeting adjourned at 8:29 PM.