



Quail Creek Homeowners Association
Annual Member Meeting Minutes
October 16, 2024
7:00 PM
291 Partridge Drive

The Annual Member Meeting of the Quail Creek Homeowners Association was held on Wednesday, October 16, 2024, 7:00 PM at the home of Shana Nalls, 291 Partridge Drive. A quorum was established with 37 members including proxies.

The meeting was called to order at 7:17 PM.

A review of the Rules of Order of Business was presented.

The meeting agenda was presented for approval, motion by Shana Nalls to approve, second by George Blackford. Motion carries unanimously.

Election of the meeting officers was conducted. Bev Stibbens nominates John Regan as permanent Chair. Tish Bruckner was set as Secretary, Shawn Allen as Sargent of Arms for the meeting.

Bob Steinhagen presented a motion to approve the October 24, 2023 annual member meeting minutes with a second by Ken Daulong. The minutes are approved.

President Regan began his annual report by thanking the Board and ARC for their time and efforts throughout the past year.

The year in review:

- In that we do not own the streets, the need for repair of the streets is continuing to be presented to the city.
 - Bev is working with the city to repair the streets. The estimate from the city is \$28K for the repairs, her argument to the city is to spend the \$28K this year to prevent a \$128K repair in the future.
- We, as homeowners, can email city council members to encourage repair of the streets, city council email addresses are located on the city website.
- To improve the maintenance of our common areas, we added weed control service via Martinez Lawn Care.
- We painted the equipment within the park after it was determined we will not make changes to the park at this time.

The Treasure's Report was presented by Shana Nalls.

Balance sheet end of fiscal year 2024; the operating account is \$26,183, the capital reserve is \$56,489 for an operating increase of \$750 and the reserve account increased \$17. A total assets increase of \$767.

At this time, we have four (4) residence left to collect HOA assessments.

In review of our proposed budget for 2025 it is noted that the majority of expense is landscape maintenance for the entrance and common areas. There was a minor increase in the past year due to the storm damage creating a need for trimming the front entrance trees.

At the end of the fiscal year we have a surplus of \$3,831.66

It is recommended to carry forward the surplus to reduce potential needs for an assessment increase.

- In the budget, we are recommending an increase for legal expenses up to \$1500 because 2025 is a legislative year. We may need legal to assess implications to legislative changes depending on any new rules.
- Increasing postage to \$250 due to the increasing cost of mailings.

- Maintain the web hosting budget to account for future projects.
- Increase to the landscape budget of 10% to anticipate any cost increase but also to account for Martinez lawn care.
- Insurance \$2000 (consistent with last year).
- Utility is based on current rate and the water budget increase by 20% to account for any potential increase.

The estimated final budget is \$23771 divided by our 70 homes for a consistent \$340 rate.

The budget is being presented by the Treasurer without full discussion with the Board based on historical expenses and estimates. The budget is presented to Members at the Annual Meeting but approved by the Board in the November Board Meeting. It's possible that the Board may want to reduce certain estimates. Our CC&R's are written that to lower the HOA assessment, it requires a member vote. It is recommended that we allow the board to reduce dues by 10% without a future/additional member vote being required. George makes a motion to allow the Board to lower dues by 10% without a future membership vote (this would be specific to this year, 2025).

Bob Steinhagen makes motion to table for further discussion.

- Bob asks that we could investigate placing video cameras at the front entrance of the neighborhood as a crime prevention initiative. (Could be a capital expense, which would not be reimbursed.) We would need to account for maintenance expense and consideration for the need of notification and signage of video surveillance.

We discussed the possibility and will need to investigate what would be required to implement, including wifi placement, etc.

The discussion continued associated with the motion to allow the Board to lower the assessment by no more than 10% which would mean that they could do this, but did not necessarily mean they would and it would not prevent the assessment of security camera placement. The motion to allow the Board the authority to lower the assessment by up to 10% was placed back on the table, Ken second motion. Motion approved.

HOA President John Regan opened the floor to other motions, no motions.

Nominations for the 2025 Board took place with each position going uncontested. The new Board:

- President – John Regan
- Vice President – Ken Daulong
- Treasurer – Shana Nalls
- Secretary – Tish Bruckner
- Members-at-large positions:
 - Herb Harker
 - George Blackford
 - Natalie Peters

The ARC is a separate entity from the Board:

Shawn Allen – ARC Chair
Grant Ashmore
Josh Martin

Shawn Allen was nominated to continue as the Chair of the ARC. No other names were presented. Approved unanimously.

All members approved for the ARC.

The meeting adjourned at 7:57 PM.