

## **The Hills at Queens Gap**

### **POA Board Meeting**

7:00 P.M. Tuesday, August 17, 2021

Virtual Zoom Meeting (COVID-19 limitations)

Blairsville, GA 30512

#### **In Attendance:**

- Bill Towhey; **Lots 15, 46, 47**
- Ann Caver; **Lot 69**
- Mike Otero; **Lots 76, 77**
- Wayne Tingle; **Lot 79**
- Melinda Kirk; **Lot 91**
- John Dady; **Lots 70, 73**
- Gary “Luke” Lukoski; **Lots 105, 106**

#### **I. Welcome**

Luke Lukoski, President, presided over the Board Meeting. He welcomed the Board members.

#### **II. Approval of Meeting Minutes**

Wayne Tingle presented the written minutes from the previous Annual and Board Meetings;

- Annual Meeting April 10, 2021
- Board Meeting April 10, 2021

Bill Towhey made a motion to accept the minutes. Mike Otero seconded the motion. Motion passed.

Due to COVID-19 limitations, the two documents will be signed by the following Board members in the near future;

- Gary “Luke” Lukoski, President
- Michael Otero, Vice President
- Ann Caver, Treasurer
- Wayne Tingle, Secretary
- Bill Towhey, Member at Large
- John Dady, Member at Large
- Melinda Kirk, Member at Large

### **III. New Business**

#### **A. Financial Report**

Ann Caver presented the YTD 2021 Financial Report

The balance in the operating account is \$17,935.82. The balance in the Capital Improvement Fund is \$91,482.22. The annual fee collections for the year were \$27,870.

The property owners for all lots have paid the annual fee with the exception of Lot 24. The property owners for this lot have never paid their dues. The POA has a recorded lien on this property. Mike will check with the county to determine if the existing lien should be updated.

A line-by-line summary of the YTD numbers is available in the following report;

Jan 1 - Aug 15,  
21

**Ordinary Income/Expense**

<b>Income</b>	
Bank Interest	45.35
Program Income	
Gate Remotes	225.00
Membership Dues	<u>27,645.00</u>
Total Program Income	<u>27,870.00</u>
Total Income	<u>27,915.35</u>
Gross Profit	27,915.35
<b>Expense</b>	
Contract Services	
Legal Fees	<u>490.00</u>
Total Contract Services	490.00
Gate Camera System	3,529.32
Government Compliance	
Corporation Registration	<u>30.00</u>
Total Government Compliance	30.00
Maintenance and Repairs	
Gate Repair	2,489.28
Grass Cutting	4,050.00
Road Repair	700.00
Rock Sign	<u>29.37</u>
Total Maintenance and Repairs	7,268.65
Office	
Meetings	35.00
Post Office Box Rental	80.00
Postage, Mailing Service	61.73
Telephone, Telecommunications	149.90
Website	<u>168.00</u>
Total Office	494.63
Utilities	
Gate	<u>226.36</u>
Total Utilities	<u>226.36</u>
Total Expense	<u>12,038.96</u>
Net Ordinary Income	<u>15,876.39</u>
Net Income	<u><b>15,876.39</b></u>

## **B. Long Term Financial Plan Discussion – Discussion**

A general discussion was held on the long-term financial position and plan for the POA. While we have a healthy Capital Improvement fund, it was recognized that road work in the future (next 5 years) could be a considerable expense and could quickly drain that account if major road work is undertaken. In past years, we had invested some of these funds in a CD with a local bank for an average 2% ROI. That is no longer available in the current low interest environment.

Increasing the annual assessment was discussed but no one on the board felt that an increase was needed at this time. Under the current budget, we can maintain the property and continue to add to the Capital Improvement account. If this changes in the future due to inflation or the need for major road work, an increase or special assessment may be needed and will be presented to the POA membership for a vote.

## **C. Main Gate Clean up and Paint Project - Discussion**

The entrance gate needs to be pressure washed and painted. We will plan to complete the pressure washing on Saturday October 2, 2021 and paint the gate on Saturday October 9, 2021.

## **D. Main Gate Security Upgrades and Current Security Issues – Bill Towhey**

The new security cameras are installed and operating at the gate. Someone on the Board will be checking the operation of the system on a regular basis.

If any property owner experiences a security concern, please notify a Board member with the date and approximate time of the issue. We will be able to retrieve video of activity at the entrance gate.

## **E. Speeding, Reckless Driving and Litter on Our Roads – Discussion**

We currently have multiple homes under construction in the community. This increase in home construction is generating increased vehicle traffic from non-residents. The Board members have received numerous complaints of speeding vehicles and reckless driving. Additionally, there is an increase in litter along the main roads.

Queens Gap property owners are reminded that you are responsible for all “agents, employees, contractors, subcontractors and assigns” that are working on your property. The property owner is also responsible for all visitors that you allow to have access to the community.

## **IV. Old Business**

### **A. Covenant Compliance**

#### **Annual Inspection**

We have experienced very good compliance with our protective covenant restrictions over the past several years and we appreciate the support of property owners in this effort.

On an annual basis, the Board will designate a committee of existing property owners to complete a “drive-through” inspection of Queens Gap for possible covenant and restriction violations. This committee will report their findings back to the Board. Luke will then contact any individual property owners with any identified concerns.

We plan to complete this inspection during September 2021. If you have any questions regarding covenant compliance, please contact one of our board members.

### **B. New Construction Committee Report – Mike Otero**

We will soon have more than 30 completed homes in Queens Gap and we expect to see continued new home construction. There are currently 26 completed homes and 7 are under construction. We also have 3 garage additions in progress.

Mike Otero gave the following report regarding the current development and under construction in the community:

#### **Under Construction**

- Billy and Lisa Toups; Lot 13 – detached garage
- Randy and Mioara Birch; Lot 40
- Toni and Tom Price; Lot 72 – detached garage / studio
- Liamara River Estates, LLC; Lot 74
- Allen and Carol Hern; Lot 99

- Walter and Susan Schnurr; Lot 103
- Vernon Thompson; Lots 115/116
- Joe and Judy Rowe; Lot 118
- Tom and Laura Malsby; Lot 120
- David Franck; Lot 130 – detached garage

### **Architectural and Building Committee Guidelines**

We have organized and clarified much of the information property owners require to build their homes. Most everything required is now located on the Queens Gap website.

The website has a tab named “Planning your new home” that provides the following forms.

- Steps to take before building
- Pre-Construction Checklist
- Earth Tone Definitions
- Building Standards

Additionally, the Architectural and Building Committee has acquired electronic copies of the multiple plats for the community that are recorded with Union County. Please let us know if you need a copy of the plat that includes your property.

### **C. Road Condition and Repair Strategy – Luke Lukoski and John Dady**

In the previous years the roads have been repaired in very small sections on an as needed basis. It is difficult to receive competitive quotes from multiple companies on these small repairs. We are planning to expand the scope of the road repairs in the coming years and will consider offering a multi-year contract to the company selected.

We have received road repair recommendations from a few different companies. There was a consensus that there are repairs required for Summer Cove and The Hills Lane. It has been decided that due to the heavy construction traffic travelling these roads, the repairs will be postponed until March/April of 2022.

### **D. Roadside and Gate Mowing**

We currently have two separate companies involved in the grass cutting of the roadside and gate common areas in the community.

One company cuts the grass around the entrance gate and sign every two weeks and also cuts the roadside for the entire community four times per year. The roadside is cut using a bushhog and not a finish mower. There have been numerous questions / concerns received from property owners as to the quality received from the current contractor and if rough bush hogging is the proper mowing approach for our roadsides. We are currently working under a 5-year contract with the bush hog and entrance mowing vendor. The President will meet with this vendor at the end of this year to discuss additional options and costs in the roadside mowing. The concerns of quality of work will also be discussed with that vendor.

The second contractor provides the “long arm” cutting of the embankments and roadsides in the entire community. This service is provided two times per growing season. We will continue with this company and schedule in 2022.

#### **E. Lots 74 & 75 – Update and Discussion – Luke Lukoski**

Luke presented an update on Lot 74 and 75. The property was sold as of December 13, 2020. The new owner is a company that has good experience in taking over stalled and distressed real estate. Their plan is to complete the construction and then market the property for sale.

The Board through our attorney negotiated our continued protection with the new owners by leaving our lien and accrued fines in place, subject to the build being finished with a Certificate of Occupancy within 7 months. This original agreement had an expiration date of July 9, 2021.

The Board through our attorney agreed to an extension of this agreement until August 31, 2021.

Luke and Mike have recently met with the new owner and toured the property. They are making good progress and it was determined that even though the property does not have a Certificate of Occupancy yet, it does now comply with the requirements of Covenants.

Luke and Mike notified the property owner that the Board would not be extending the agreement past the August 31, 2021 date. The property owner will be sending the negotiated payoff amount to our attorney to start the process of

releasing the lien after that payment has cleared. This will occur before the August 31, 2021 deadline.

## **V. Comments and Questions**

Since this was a virtual zoom meeting, the only attendees were the seven Board members. Prior to the meeting, we had requested all other Queens Gap POA members to notify a Board member of any concerns they would like to have discussed during the meeting.

Luke was contacted by David Franck. David had noticed the culvert on the Hwy 515 right of way that runs under the entrance road to the community was damaged. This culvert is located on Georgia DOT right of way and will be their responsibility. Luke has completed the required DOT paperwork requesting the repairs.

## **VI. Adjournment**

Lindy Kirk made a motion to adjourn the meeting. Mike Otero seconded the motion. Meeting adjourned

**AFFIRMED AND APPROVING MINUTES**  
**QUEENS GAP PROPERTY OWNERS' ASSOCIATION**  
**POA BOARD MEETING**  
**AUGUST 17, 2021**

CERTIFIED TRUE COPY OF THE EXTRACT OF THE MINUTES OF THE HILLS AT QUEENS GAP PROPERTY OWNERS ASSOCIATION BOARD MEETING HELD ON **TUESDAY, AUGUST 17, 2021, 7:00 PM**, VIA VIRTUAL ZOOM MEETING DUE TO COVID-19 LIMITATIONS. 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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Wayne Tingle, Secretary

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Ann Caver, Treasurer

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Bill Towhey, Member at Large

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John Dady, Member at Large

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Lindy Kirk, Member at Large

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.