

Petite Lakes Highwood Association  
Meeting Minutes from 2/23/2023

- 1) Meeting called to order at 7:00pm
- 2) Officers present: Sam Terranova, Bob Leavitt, Joe Kozlowski, Shannon Turk, Amanda Wood, Lauren Hart
- 3) Officers absent: Dakota Schneider
- 4) Acceptance of minutes: Sam accepts, Joe seconded
- 5) Acceptance of agenda: Shannon accepts, Amanda seconded
- 6) Correspondence:
  - Amanda received a letter from Mike Sedlaukas - stating he's not going to pay his dues
  - Bob received the domain bill for the association website from Omnis, total was \$12.28.

- 7) President's report:
  - There was a new computer donated from Altridge enterprises (Sam's employer). Bob thanked them for the computer donation
  - i) Will work on getting files transferred to the new computer from the existing one.
  - Website is up to date
  - ii) Requested if anyone has pictures from neighborhood events to send them to him for the website
  - iii) Added a "New Neighbor" section to the website
  - iv) Fine Tuned the links

- 8) Treasurer's Report: (emailed from Amanda)
  - Treasurer Notes 2/23/23
  - Checking \$57,708.62
  - Savings \$20,467.91

32 Unpaid dues after 2 nd round sent in January 2023. Didn't send 2nd round to pier renters as those due 3/31.

Lien warning letter sent again to 4 homes in January 2023  
Received letter from Mike Sedlauskas stating he is refusing to pay years of annual dues to the association. Barb Bradley working on paperwork for liens. I never received replies from 2 others (Vynalek and Kelly properties) and will start liens for those properties as well. Did receive payments on 2 properties that had years of dues that we sent the lien warning letters on.

Can we get more flyers that Bob made for the new homeowners made? We have 3 homes closing within the next month.

1. Juan Hernandez and Shyanne Cruz purchased 24707 Highwoods.
2. Bob and Maira Kirchner purchasing Faigal house.

3. Brandon and Melissa Jandula purchasing Bubba house.

9) Other Reports

Joe spoke with someone from Shoreline construction, and they also do concrete work. They will pull together a quote for the ramp/basketball courts

- i) Also discussed with shoreline leveling the piers (that were previously done by electric harbor) as well as cutting the pier at the North Park

Joe spoke with Barb, and she will notify the board when she is done with the property liens

Joe received paperwork from Tim Amatto for a different boat, but no insurance

- ii) \*Discussed needing insurance and registration for all boats that are renting piers\*

Bob asked Joe if he has an updated pier list and waiting list - Joe said he will get it over to him.

Sam said the floor in the portapotty needs to be redone - ADD TO SPRING CLEAN UP LIST

Sam contacted Jim Jorgenson about the light out at the front of the neighborhood, Jim got back to him right away.

Amanda will forward the email she received from the new bank (first american) that states what is needed in order to open up a new account.

- iii) Also said the account is not open until we provide the EIN and minutes.

Amanda plans on doing property liens in April.

10) Continuing business

Updating bylaws

Herbicide application - Sam emailed Debbie with ILM regarding the Spring weed abatement

LED flood lights at the park - when the weather allows - discussed doing it at the spring clean up.

Quotes for the concrete work at the ramp and basketball court

- i) Sam has sent 2 emails to concrete companies for quotes on the ramp/ basketball court.
- ii) Joe discussed getting a quote from Shoreline construction

Guidelines for Boat slips and boat sizes

- iii) Joe is working on the pier slip measurements

Third party accountant - leave on continuing business

Relocation stop sign at Highwoods and Forest

Short term rentals in the neighborhood - leave on continuing business/ address with updating bylaws

North Park Pier- discussed cutting off the "L" part of the pier.

Gazebo for the main park - leave on continuing business

11) New Business

12) Clean Up

Porta Potty floor and roof, replacing shingles on the sign at the front of the neighborhood, clean out the shed, Piers 3,4,7,8 need addressing, Put up LED lights, replace receptacles at the front entrance

13) Next Meeting: 3/22/2023

Tentative Spring clean up date: 5/13/2023

14) Meeting adjourned: 8:39pm

Notes submitted by Lauren Hart, secretary