

Petite Lakes Highwood Association
Meeting Minutes from 3/22/2023

- 1) Meeting called to order at 6:49pm
- 2) Officers present: Sam Terranova, Bob Leavitt, Joe Kozlowski, Shannon Turk, Amanda Wood, Lauren Hart, Dakota Schneider
- 3) Officers absent: none
- 4) Acceptance of minutes: Shannon accepts, Joe seconded
- 5) Acceptance of agenda: Sam accepts, Amanda seconded
- 6) Correspondence:
 - a) Sam received a proposal for the beach seaweed. He will sign it and get it back to them so we can get on the list to have it done.
 - b) Joe received a proposal from Shoreline that includes the concrete work on the basketball court/boat ramp and to straighten out the pier. Total proposal: \$13000.00
 - i) He also said Shoreline recommended removing the existing concrete and installing proper underlayment, then redoing the concrete slabs.
 - (1) **Motion to allocate funds from special projects budget to address the horseshoe area of the docks. Sam motioned, Amanda seconded**
 - c) Bob received a summons regarding the Hipolita Tijerina residence
- 7) President's report:
 - a) Bob got a new bag for the donated laptop
 - i) Sam said he will bring the new computer in to have all the data transferred from the old one.
- 8) Treasurer's Report: (emailed from Amanda)
 - a) Treasurer Notes 3/22/23
Checking \$60,475.32
Savings \$20,468.07
 1. 24 Unpaid dues after 2 nd round sent in January 2023. Didn't send 2nd round to pier renters as those due 3/1. 5 unpaid piers, ask Joe if anyone paid him?
 2. Lien warning letter sent again to 4 in January 2023. Barb Bradley created a really nice Lien template for us.
 3. Paid State Farm for Insurance on the parks, increased \$282 this year. New total is \$2002 annually.
 4. Paid Beach License \$242
 5. New Bank Status- Not yet opened as the EIN # is incorrect from what is on Quickbooks and need to call IRS for the # & need 1927 copy of Articles of Incorporation. Where would these be located?

6. Go over budget to see what we have left to spend for clean up. Lots on the list this year.

7. Can we get more flyers that Bob made for the new homeowners made? We have 3 homes that closed.

Juan Hernandez and Shyanne Cruz purchased 24707 Highwoods.

Bob and Maira Kirchner purchased Faigal house.

Brandon and Melissa Jandula purchased Bubb house.

Unpaid piers: Kirschner, Whipple, Edson, Olson: Amada texted them during the meeting to see if they still wanted their slips, they all texted her back (during the meeting) and said they want to keep their piers.

Barb Bradley dropped off the new lien letters, and they look great! The board is very thankful for her help and hard work.

9) Other Reports:

- a) New streetlight placed on 59 and Highwoods
- b) Sam asked Dakota to call the DOT about potholes in the neighborhood
- c) Joe said there has been an addition to the pier slip agreement stating that damage caused will be billed to the slip renter
 - i) Discussed taking pictures of the piers at the beginning of the season to document the condition of the piers.
 - ii) Joe would like to have a meeting with pier renters to discuss moving some boats to possibly open up more spots

10) Continuing business

Updating bylaws

Short term rentals in the neighborhood

Herbicide application - Sam emailed Debbie with ILM regarding the Spring weed abatement - Since been signed and is ready to send back to them.

LED flood lights at the park - when the weather allows - discussed doing it at the spring clean up - Tim Roberts said he has lifts and can help

Quotes for the concrete work at the ramp and basketball court

Third party accountant - leave on continuing business

Relocation stop sign at Highwoods and Forest -

asked Dakota to find out what the formal procedure is to move stop signs

- Also discussed not bringing it up in hopes that they don't put the stop sign back up at Forest and Highwoods.

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

Gazebo for the main park - leave on continuing business

11) New Business

- a) Re-wording the pier slip agreement to include "board reserves the right to change pier slip assignments"

12) Clean Up

a) Scheduled June 3, 2023

13) Next Meeting: 4/19/2023 - @ Bob's house to go through rubbermaid tubs

14) Meeting adjourned: 8:42pm

Notes submitted by Lauren Hart, secretary