

The Courtyards at Quail Lake Homeowners Association, Inc.

Board Meeting Minutes
27 May 2026

The meeting was held in a Community Zoom Conference Room online. The meeting was called to order at 1730hrs. All HOA Board members were present plus the Community Manager.

Residents present: Steve Mosher, 3229 Atrium Point; Robert Zabrowski, 1739 Courtyard Hts.

Doug Martin	President	Present
MichelleMarie Kinney	Vice President	Present
Phill Watts	Secretary	Present
Ryan Paradise	Treasurer	Present
Kerry Cantrell	Community Manager	Present

MINUTES

- Doug introduced March Minutes.
 - o Corrections: Strike out highlighted items listed below:
 - General discussion on the monthly deficit. Mentioned the payment for ULS
 - addressing the Property Improvement.
 - o Doug made a motion to approve, Michelle Marie seconded – motion passed unanimously.

OFFICER & COMMITTEE REPORTS

PRESIDENT'S REPORT

- Confirmed that Willwood Tunnel on the east side of the World Arena is now open.
- Community Clean Up Day is 13 JUN 2026. Working to confirm residents attending to assist.

VICE PRESIDENT'S REPORT

- Conducting another walk through on Sat 6 JUN

SECRETARY'S REPORT

- Working to complete April Minutes

TREASURER'S REPORT

- Confirmed that the concrete work done in building #2 is holding up well
- Verified with Kerry on several delinquency fee lines showing up on operating income
- Doug inquired about the \$400 for 4x resident's balance. Kerry will look into these accounts and report back.
- Michelle Marie inquired about a previous owner balance of \$240.34. Kerry will look into this and report back.

MANAGER'S REPORT

- Two open work orders
- One outstanding violation
- Doug: Maintenance Projects
 - o Five projects being considered were not specifically budgeted for: garage concrete repair, tree trimming, asphalt repair/sealcoat, fire lane painting, stucco power washing

OLD BUSINESS –

- None

NEW BUSINESS

- ACC Requests
 - o Air Conditioner for 3380 Apogee Vw.
 - Michelle Marie motioned to approve, Doug seconded approval – motion carried unanimously.
- Asphalt reseal/repair proposals
 - o Doug motioned to approve \$3,700 for crack seal repairs, curb & gutter joint fill, and mobilization charges from Seal Coat Solutions; Michelle Marie seconded – motion carried unanimously.
- Parking lines/fire lane painting
 - o The board agreed to wait on the fire lane painting until one of the proposals could be clarified.
- Stucco power washing. The board received three proposals ranging from \$12,750 - \$22,500; all were considered too high as this would be an unbudgeted expense. It was agreed upon that the board would wait for a future quote for stucco painting that would include power washing.
- Unit foundation cracks/repairs – 1673 Courtyard Hts. Kerry recommended a structural engineer to assess unit's foundation cracks and recommend repairs.
 - o Doug motioned to approve a structural engineer to inspect the unit, Ryan seconded – motion carried unanimously.
- Annual flower planting. The board agreed to hold off on planting flowers this year due to impending costs for asphalt repairs and possibly for fire lane painting – both unbudgeted expenses.

OWNER'S FORUM / HEARINGS

- Steve Mosher. Inquired about water line responsibilities; offered to assist on Community Clean-up Day; mentioned a tree cut down that board was not tracking – Doug agreed to check into it.

The next meeting will be on June 9, 2026, at 1730hrs, Zoom Meeting.

There being no further business, the meeting was adjourned at 1845hrs.

P.C. Watts
Phill C. Watts
Secretary