

# Terraces at Depot Park

## HOA Board Meeting Minutes

**Call to Order:** Laurie Hickey called the meeting to order at 6pm 4/2/2025

**Members Present:** Laurie Hickey, Everett Robinson, Bryan Browning, Beth Barnhill

### 1. APPROVAL OF PREVIOUS MEETING MINUTES

- a. No Meeting Minutes from 3/25 – Nothing to Discuss

### 2. OUTSIDE MAINTENANCE/LANDSCAPING

- a. Laurie confirmed that an email blast was sent to all residents regarding the need to maintain individual properties per covenants. Confirmed stain color for decks and paint color for window trim. Siding on homes is not all uniform; if residents want to change siding color, a formal request must be submitted to the Board for approval via Spaces/Wix.

- b. Tree removal for 2769 Fullers Alley noted by the last HOA board will be addressed. The Board agrees two trees in breezeway at above address should be removed. Redbud tree in breezeway of 2200 is dead and needs to be replaced. Estimate of \$850 obtained last year for 1 tree. Bryan will get estimate for all 3. The Board anticipates ~\$2500 for this project

- c. The Cobb County Water System requires backflow prevention assemblies to be tested on an annual basis for our irrigation system. It was found that there was an issue with the backflow valve and it needs repair. A quote of \$500 was received. Bryan will obtain a second quote to repair this, which is needed to pass the required backflow test.

- d. There are common areas in the neighborhood that need attention. Laurie will obtain estimates for:

- Mailbox area: pressure wash, repair columns, paint

- Entry sign: pressure wash, paint trim

- Fencing along Sardis and Main streets: pressure wash, paint

- Gazebo: pressure wash (no wood, vinyl/plastic material)

e. The neighborhood termite policy may be up for renewal. Laurie will check into the date.

### 3. RENTALS/RENTAL WAIT LIST

- a. Beth will check current leases to ensure they are current and notify any owners of any discrepancies.
- b. Next steps: confirm that when a lease has expired, owner has 60 days to provide a new lease to be approved by the board; including contact information for owner and tenant. If 60 days have passed without this information, owner to be placed at bottom of rental wait list; resident at top of rental wait list will be offered opportunity to lease.

### 4. BYLAWS/WEBSITE

- a. Laurie confirmed that email addresses are updated for residents; purged former residents and duplicates.
- b. Confirmed PAYPAL contact information is correct.
- c. HOA info/fees on mobile site are not on desktop site: Laurie will add info to desktop site.
- d. Bylaw pages on website have been put in proper order.

### 5. FINANCIAL/PROPERTY MANAGEMENT

- a. Everett provided First Quarter Financial Report:

Checking \$44873

Savings \$2221

CD \$90,701

\*Dues collected does not reflect routine, as some residents prepay for the year

The board expressed interest in hiring a property management company for the financial aspect of the HOA; Beth will obtain cost estimates for:

Handling dues, common bills, invoicing

Lease management

Website

Annual taxes

Will determine if management company can eliminate need for Spaces/Wix, as well as need for QuickBooks (~\$60/month per Everett)

## 6. MEETINGS

- a. The annual meeting is approaching within the next few months. Laurie will check availability of Kennesaw Rec Center and other possibilities.
- b. Annual meetings must be held each year. A Notice must be deliver/mailed personally by Secretary to each Owner regarding the annual meeting or special meeting at least 21 days prior to the annual meeting and at least 7 days prior to the special meeting, but no more than 60 days prior to each annual or special meeting.

**Next meeting:** TBA

**Meeting Adjourned:** 7:15pm 4/2/2025