

BUTLER CREEK NEWS

BOARD MEMBERS

Sharon Cobb

HOA President

butlercreekhoapresident@gmail.com

Matt Blank

HOA Vice President/ ACC

(requests for outdoor home updates)

Matthewblank216@gmail.com

Mary Wegner

Treasurer

bchoatreasurer@gmail.com

Alicia Palmquist

Secretary

(Access to butlercreek.org)

btllcreek@yahoo.com

Christa Brogan

Amenities

(Pool/Tennis)

christabrogan@gmail.com

Ryan Benefield

Security

(Key Fobs and Cameras)

Butlercreeksecurities@gmail.com

Patsy Chastain

Social

(Community Events)

BCHOASocial@gmail.com

From the President

We are looking forward to the Annual Homeowner's meeting on Friday, April 21, at 6:30pm at the Pavilion. Bring your own chair and stay for the Hot Dog cookout on the new grill at 7:30pm!

The Board will have two openings in July 2023 for Treasurer and Social. We NEED volunteer replacements for a 3-year term to be presented on the ballot at the annual meeting in order to be compliant with our Covenants & By-Laws.

The Board meets monthly and based on the needs of the neighborhood and the Board member's office, responsibilities include reaching out to vendors, residents, etc. If you are interested, please let me know.

Your volunteer Board continues to work diligently to maintain a desirable neighborhood for you and your family.

Completed Projects:

- The electrical service upgrade has been completed at the Main and Caylor Circle entrances and we now have lights on the Main entrance sign. The tennis light box and timer mechanism has been replaced.
- A new ground fault has been installed at the pool to reduce the impact of lightning on the fob system.
- The border tiles and skimmer were replaced prior to covering the pool.
- Child friendly mulch was spread in the playground during the Fall.
- A new security fob system has been installed and the remainder of the fobs will be distributed prior to or after the Annual Meeting. (Butlercreeksecurities@gmail.com)
- Landscaping requests for proposals were evaluated and we will continue with current landscaper but with more vigilant oversight. Pine straw on both sides of the street at the Main entrance will be installed after the signage is replaced. Little Butler Creek will have pine straw deferred until the City of Kennesaw/Cobb County roadwork project is completed.

From the President (Continued)

In Process Projects:

- The Main and Caylor Circle entrance signs and other signage throughout the neighborhood have been ordered and will tentatively be installed prior to the Annual Meeting. The installation will include repair of the existing stonework.
- The existing Bylaws & Covenants are being evaluated with legal counsel to determine additional language needed to protect the Association and value of the neighborhood. Any proposed changes will be communicated to homeowners and any changes must be approved by the required number of homeowners as dictated by the Bylaws and Declarations.
 - Strengthening the no-rental clause to prohibit Transient Rentals (ie VRBO, Air BnB, etc)
 - Strengthening the penalty fee clause for violations of neighborhood covenants
 - Limiting the Association's liability for accidents occurring in the Association and clarifying use of Security cameras
 - Ability to use electronic records, signatures and documents amendment

Deferred Projects:

Retaining Wall replacement quotes are between \$32-\$35K and will have to wait until funds are accumulated so HOA reserve for emergencies is preserved.

As always, email me if you have any questions or concerns. (Butlercreekhoapresident@gmail.com)

~ Sharon Cobb

ACC

Reach out to Matt Blank (matthewblank216@gmail.com) for all ACC requests and approval.

Wondering what updates/changes require ACC approval? The Covenants and By-laws are located on the Butlercreek.org website under Residents & Architectural. No password needed. A reminder of common violations to the Covenants:

- Modifications of any part of the exterior should be approved by the ACC, even if using the same color paint and/or same color roof.
- Missing siding, peeling paint, and deteriorating trim should be addressed immediately to protect the home from the elements and to maintain curb appeal.
- Long-term parking (more than a day) on any part of the yard is prohibited by Cobb County. Each home has adequate driveway space to accommodate homeowners' vehicles.
- Long-term parking (more than 1-2 days) of campers, boats, utility trailers or recreational vehicles is prohibited by the covenants.
- Trash cans should not be visible from the street except on trash pickup days when they are placed at the curb.
- Lack of yard maintenance for grass, weeds, shrubbery maintenance/replacement and removal of fallen limbs.
- Grass or weeds over 12 inches in height are prohibited by Cobb County.
- Businesses located in a residence should not be apparent or detectible by sight, sound, or smell from the exterior of the dwelling. This includes branded vehicles, which should be parked in the garage or positioned so the branding is not visible from the street.

This Directed Proxy is for you to use if you are NOT planning to attend the upcoming HOA meeting. By completing this form, you will help us reach our quorum requirement because it allows you to be counted as “present” at the Annual Meeting. You can select a proxy of your choosing, or you can leave the name blank, which will designate the HOA secretary, Alicia Palmquist, as your proxy. Each household is allotted just a single vote. If you are planning to attend the meeting, you should discard this form, complete your Ballot, and bring the Ballot with you to the meeting. Ballots can be cast only in person, at the meeting.

DIRECTED PROXY

For the Butler Creek HOA Annual Meeting on April 21, 2023

BE IT KNOWN that I am a Butler Creek Homeowner. I hereby appoint the following person to be my proxy and to act on my behalf at the Butler Creek HOA Annual Meeting scheduled for 6:30 p.m. on April 21, 2023 at the neighborhood pavilion. My proxy shall have full authority to vote on all matters that may be presented at said meeting as fully and with the same effects as if I had been present at the meeting.

Name and Address of Proxy: _____
(If left blank, the Butler Creek HOA secretary, Alicia Palmquist, will be the proxy.)

This directed proxy is irrevocable except by actual notice by the undersigned to the secretary of the association or to the officer presiding over the meeting that it is revoked. Unless sooner terminated, this directed proxy terminates automatically upon the final adjournment of the meeting for which it is given.

I understand that there will be a vote on the HOA’s proposed budget for the upcoming year. I hereby DIRECT my Proxy to vote for or against the proposed budget, as indicated below. (Mark an “X” by “FOR” or “AGAINST” in the space provided below.) If neither box is marked, the Proxy will be authorized to vote as the Proxy deems appropriate. If both boxes are marked, this directed proxy will be invalidated.

☐ FOR the proposed budget

--OR--

☐ AGAINST the proposed budget

I also understand that there may be a vote on new members for the HOA’s Board of Directors. At this time, no one has volunteered to serve on the Board, but that may change between now and the time of the meeting. I hereby authorize my Proxy to vote on my behalf at the meeting regarding any proposed new Board members, as the Proxy deems appropriate.

Printed Name of Homeowner	
Signature of Homeowner	
Address	
Email	
Date	

There are four ways to return this Directed Proxy form: (1) give it to a neighbor to take to the meeting; (2) email it to Btlrcreek@yahoo.com; (3) drop it in the HOA box by the pool bathrooms; or (4) give it to a Board member.

This Ballot is for you to use only if you are planning to attend the upcoming HOA meeting in person. Please complete it and bring it with you to the meeting. You should discard the Directed Proxy form. As a reminder, each household is allotted just a single vote.

BALLOT

For the Butler Creek HOA Annual Meeting on April 21, 2023

I hereby vote:

☐ FOR the proposed budget

--OR--

☐ AGAINST the proposed budget.

Printed Name of Homeowner	
Signature of Homeowner	
Address	
Email	
Date	

Please bring the completed Ballot to the HOA meeting. If you cannot attend the meeting, complete the Directed Proxy form instead.

Butler Creek Homeowner's Association June 2023 - May 2024			
	Budgeted		
	Income	Expense	
Income			
Membership Dues	\$72,000.00		
Past Due HOA Fees/Late Fees	\$0.00		
Key Fobs	\$0.00		
Nonresident Tennis Fees	\$800.00		
Total Income	\$72,800.00		
Expenses			
Office Supplies		\$75.00	
Newsletter		\$250.00	
USPS expense		\$50.00	
Quick books		\$600.00	
Cobb Pulic Health		\$350.00	
Ga State Registration		\$40.00	
Post Box Rental		\$225.00	
Mtg/Admin Expense		\$100.00	
Neighborhood Gifts (Yard of Month & New Homeown		\$500.00	
Treasurer Software McAfee)		\$150.00	
Website IT		\$75.00	
Liability Insurance		\$3,800.00	
CPA Fees		\$2,000.00	
Dorough & Dorough		\$0.00	
Lazega & Johanson		\$3,000.00	
Pressure Wash Amenities		\$1,000.00	
Nature Trail Maintenance		\$100.00	
Signage & Posts		\$200.00	
Electrical Repairs		\$2,500.00	
Retaining Wall		\$500.00	
Sprinkler System Repairs		\$1,000.00	
Security System Repair & Maintenance		\$2,000.00	
Split Rail Fence - common area		\$150.00	
Lawn care & Treatment		\$6,000.00	
Pine straw, Mulch & Flowers		\$2,500.00	
Ice Removal - Road Safety		\$50.00	
Tree Cutting		\$1,000.00	
Bathroom Supplies & Repairs		\$500.00	
Pest/Termite Control		\$1,500.00	
Pool Service		\$6,700.00	
Playground - mulch/misc		\$600.00	
Reserve my Court		\$150.00	
Tennis Court Updates		\$500.00	
End of school party		\$400.00	
Holiday party		\$300.00	
Adult party		\$300.00	
Federal & State Taxes		\$300.00	
Property Taxes		\$1.70	
Electric		\$6,600.00	
Water & Sewer		\$3,000.00	
Telephone & Internet		\$3,000.00	
Trash		\$325.00	
Misc Expense		\$500.00	
Total General Expenses		\$52,891.70	

Capital Expenditure			
New Sign for Entrances		\$0.00	
New Retaining Wall		\$35,000.00	
New Fob Security System		\$0.00	
Major Electrical Repairs		\$0.00	
New Grill for Common Area		\$0.00	
Major Pool Repairs		\$2,500.00	
Pool Furniture		\$0.00	
Total Capital Expenditures		\$37,500.00	
Total Income/Expense	\$72,800.00	\$90,391.70	
Cash on Hand (Checking)	\$18,445.01		
Total	\$91,245.01	\$90,391.70	
Net	\$853.31		
Net Reserves (CDs/MM+) from 22/23	\$37,270.41		
Net Reserves (CDs/MM+) for 23/24	\$38,123.72		

Butler Creek Homeowner's Association June 2022 - May 2023						
	Budgeted			Actual		Variance
	Income	Expense		Income	Expense	
Income						
Membership Dues	\$72,000.00			\$71,000.00		-\$1,000.00
Past Due HOA Fees/Late Fees	\$0.00			\$2,691.23		\$2,691.23
Key Fobs	\$0.00			\$50.00		\$50.00
Nonresident Tennis Fees	\$800.00			\$900.00		\$100.00
Total Income	\$72,800.00			\$74,641.23		\$1,841.23
Expenses						
Office Supplies		\$60.00			\$150.00	-\$90.00
Newsletter		\$250.00			\$106.94	\$143.06
USPS expense		\$50.00			\$74.65	-\$24.65
Quick books		\$510.00			\$540.00	-\$30.00
Cobb Pulic Health		\$310.00			\$315.00	-\$5.00
Ga State Registration		\$30.00			\$40.00	-\$10.00
Post Box Rental		\$200.00			\$225.00	-\$25.00
Mtg/Admin Expense		\$100.00			\$100.00	\$0.00
Neighborhood Gifts (Yard of Month & New		\$500.00			\$100.00	\$400.00
Treasurer Software McAfee)		\$1,150.00			\$1,350.00	-\$200.00
Website IT		\$75.00			\$65.64	\$9.36
Liability Insurance		\$3,229.00			\$3,599.00	-\$370.00
CPA Fees		\$2,500.00			\$562.50	\$1,937.50
Dorough & Dorough		\$0.00			\$5,000.00	-\$5,000.00
Lazega & Johanson		\$2,500.00			\$3,145.00	-\$645.00
Pressure Wash Amenities		\$1,000.00			\$0.00	\$1,000.00
Nature Trail Maintenance		\$100.00			\$0.00	\$100.00
Signage & Posts		\$200.00			\$0.00	\$200.00
Electrical Repairs		\$1,500.00			\$0.00	\$1,500.00
Retaining Wall		\$500.00			\$0.00	\$500.00
Sprinkler System Repairs		\$250.00			\$0.00	\$250.00
Security System Repair & Maintenance		\$3,000.00			\$4,334.70	-\$1,334.70
Split Rail Fence - common area		\$150.00			\$0.00	\$150.00
Lawn care & Treatment		\$5,500.00			\$5,400.00	\$100.00
Pinestraw, Mulch & Flowers		\$1,925.00			\$3,073.80	-\$1,148.80
Ice Removal - Road Safety		\$50.00			\$0.00	\$50.00
Tree Cutting		\$1,000.00			\$0.00	\$1,000.00
Bathroom Supplies & Repairs		\$200.00			\$65.60	\$134.40
Pest/Termite Control		\$1,400.00			\$1,165.00	\$235.00
Pool Service		\$6,500.00			\$6,683.25	-\$183.25
Playground - mulch/misc		\$500.00			\$0.00	\$500.00
Reserve my Court		\$150.00			\$150.00	\$0.00
Tennis Court Updates		\$500.00			\$66.88	\$433.12
End of school party		\$400.00			\$288.45	\$111.55
Holiday party		\$0.00			\$184.48	-\$184.48
Adult party		\$300.00			\$300.00	\$0.00
Federal & State Taxes		\$300.00			\$0.00	\$300.00
Property Taxes		\$1.70			\$0.00	\$1.70
Electric		\$6,000.00			\$6,317.60	-\$317.60
Water & Sewer		\$3,000.00			\$2,849.68	\$150.32
Telephone & Internet		\$2,760.00			\$2,783.61	-\$23.61
Trash		\$325.00			\$0.00	\$325.00
Misc Expense		\$0.00			\$900.00	-\$900.00
Total General Expenses		\$48,975.70			\$49,936.78	-\$961.08

Capital Expenditure							
New Sign for Entrances		\$15,000.00			\$15,640.00		-\$640.00
New Retaining Wall		\$15,000.00			\$0.00		\$15,000.00
New Fob Security System		\$4,000.00			\$5,531.00		-\$1,531.00
Major Electrical Repairs		\$0.00			\$4,587.00		-\$4,587.00
New Grill for Common Area		\$0.00			\$614.79		-\$614.79
Major Pool Repairs		\$3,500.00			\$9,880.00		-\$6,380.00
Pool Furniture		\$0.00			\$5,000.00		-\$5,000.00
Total Capital Expenditures		\$37,500.00			\$41,252.79		-\$3,752.79
Total Income/Expense	\$72,800.00	\$86,475.70		\$74,641.23	\$91,189.57		
Cash on Hand (Checking)	\$36,827.22			\$34,993.35			-\$1,833.87
Total	\$109,627.22	\$86,475.70		\$109,634.58	\$91,189.57		
Net	\$23,151.52			\$18,445.01			-\$4,706.51
Reserves (CDs/MM+)	\$37,270.41			\$37,270.41			