

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
August 15, 2015

Board Members Present:

Tim Ford
Ellen Fendley
Juli Fendley
Michael Golden
Mary Ann York

Accountant:

Teresa Soape

Administrative Assistant:

Debbie Ford

Absent:

Scott Carter, no proxy was given
Glorian Drews, proxy to Mike Golden

President Tim Ford called the Board meeting to order at 9:04 a.m. and established a quorum.

APPROVAL OF MINUTES:

President Ford requested a motion for approval of the minutes from the July 18, 2015 regular meeting. A motion was made by Juli Fendley to approve the minutes. The motion was seconded by Mary Ann York and approved by the Board.

GUESTS:

Sub III, Sec 1 and 4: Property owner requested the Board establish a budget for excavation, dirt and pipe to repair the pond near his lot. Mike Golden will research costs related to this project and contact the Board via email for approval to proceed.

Sub III, Sec 4: Property owners addressed concerns regarding campers who had several tents set up and were extremely loud late into the evening. They also wanted to know what action can they, as property owners, and we as a Board, can do to prevent this in the future. Tim Ford told the owners that a deed restriction letter was sent to the owners on August 3, 2015 addressing the situation. Mr. Ford will check laws regarding the county noise ordinance. Mr. Ford plans to check the legal process for changing our deed restrictions and will report back to the Board and guests.

Sub III, Sec 4: Property owners requested to have \$100.00 in annual fees removed on a lot that they purchased at a tax sale. Juli Fendley made a motion to dismiss the \$100.00 fee. The motion was seconded by Ellen Fendley and approved by the Board.

TREASURER'S REPORT:

The treasurer's report for 7/31/15 was presented to the Board. The beginning bank balance was \$40,496.14, with deposits of \$19,917.77 and expenses of \$14,413.83, leaving an ending bank balance of \$46,000.08.

The property collections report for 7/31/15 was presented for approval. The prior maintenance fees balance was \$102,276.00; prior mowing fees balance was \$48,152.00; current maintenance fees for the 2015/2016 balance is \$31,850.00; mowing fees for the 2015/2016 year are \$2,920.00.

The financial report was accepted by the President as submitted.

Certified Final Demand and Settlement Letters:

Sub III, Sec 2: The owner, who re-established ownership of a lot in this section, has paid the full amount due in fees.

Past Due Notices:

- According to our accountant, past due notices were mailed the first week in August.
- Sub III, Sec 3: This property was purchased at a tax sale. Teresa Soape will email the new owners and give them the current amount due in fees.

Monthly Payment Plan:

All members on the current monthly payment plan are up-to-date. During the June meeting, the Board approved a request from an additional lot owner to be added to the payment plan. The timeline to respond to the agreement had not expired at the time of this meeting.

President Tim Ford adjourned the meeting for a break at 9:47 a.m., and called the meeting back to order at 9:55 a.m.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE REPORT:

There was no news to report from the architectural committee.

MAINTENANCE COMMITTEE REPORT:

Fire and Routine Mowing:

- Fire Mowing: Spring fire mowing has been completed.
- Routine Mowing: Routine mowing is continuing on schedule and subdivisions look good.

Mowing and Non-Mowing Deed Restriction Letters:

- Mowing: Deed restriction letters will continue to be mailed to those owners who are not in compliance.
- Non-Mowing: Deed restriction letters will continue to be mailed to those owners who are not in compliance.

Downed and Dead Trees:

The maintenance committee will continue sending deed restriction letters to property owners who have dead/fallen trees that may pose a hazard, make lot(s) look unsightly, and/or prevent fire mowing. Lots continue to be cleared.

Lights In and Around Swimming Pool:

- The project to replace lights inside the swimming pool has been put on hold until further research is completed.
- Mike Golden plans to attach a commercial grade 37 watt LED flood light and photo cell on the outside of the pump house. Juli Fendley made a motion to budget up to \$400.00 for the project. The motion was seconded by Mary Ann York and approved by the Board.

Swimming Pool Maintenance:

- Leak under slab of pump house: Tim Ford requested a quote from Mike Davidson to make the repairs to a new leak under the slab of the pump house.

- Backyard Oasis has re-caulked sweepers that have been leaking and causing the pump not to create a proper vacuum to clean the swimming pool. There are still problems with the vacuuming system and Backyard Oasis will continue working toward a solution.
- Backyard Oasis provided a quote to repair a set of steps inside the swimming pool that are broken and could cause injuries. The quote will be added to the September agenda since repairs will not be made until after the swimming season. Tim Ford placed caution tape at the top of the steps until the repairs can be completed.

Safety Fence Between the Pump House and Back Fence:

For safety and security reasons, Tim Ford has requested a quote from Mike Davidson to install a fence between the pump house and back fence to the swimming pool.

Driveway and Parking Area:

Mike Golden plans to have limestone ordered and delivered for the driveway and parking area at the office and swimming pool, tentatively scheduled on Thursday, August 20, and spread the next day.

NOMINATING COMMITTEE REPORT:

There was no news to report from the nominating committee.

LEGAL COMMITTEE REPORT:

Glorian Drews was absent from the meeting and gave a written update to share with the Board.

Court Action:

- Heddins Case: The court case continues on the Heddins case.
- J. Hartman: Ms. Drews is continuing to research for information for this case.
- Jeff Searcy: There has been no response to the negotiations and settlement approved by the Board where Mr. Searcy's representative asked for an agreement to accept \$1,500.00 for payment of back dues, and for Stephen Watson to pay \$500.00 in back dues for a lot he purchased from Mr. Searcy five years ago. The legal committee plans to pursue the matter in small claims court.
- Sub II, Sec 1: The settlement check for \$890.90 was returned for nonsufficient funds. The lot owners plan to pay with a money order and will drop it by the office.
- Sub III, Sec 3: Ms. Drews is continuing to work on finding the name of the person to serve and will probably re-file in small claims court.
- Sub II, Sec 4 and 9: The green card has been signed and returned for the final demand letter for the total amount due.
- Sub II, Sec 2: There has been no response to a certified letter to remind a lot owner of the agreement he made with the Board to pay the amount due on lots purchased at a tax sale.

OLD BUSINESS:

Nuisance Complaints:

There are no further updates from Constable Alvin Wyatt to report at this time.

Restriction Violation - Establishing a Business:

Sub III, Sec 4: Home owners responded to a deed restriction letter regarding advertising a home as a vacation rental by informing the Board "...that all associated evidence of our property being advertised as a vacation rental has been removed." The Board followed up by sending an additional letter requesting that the home owners sign a cease and desist order. They are to stop renting their property as a short term rental, cease solicitations for commercial usage, and cease using any MLS service in the State of Texas, or any website, for the purpose of soliciting or receiving payments for the usage as

a vacation rental or home. As of this Board meeting there has been no response to the cease and desist letter.

New Signs:

Tim Ford installed two of four private community signs to replace those that are damaged and illegible. Mr. Ford is contacting Mike Davidson to see if he can install the post for the remaining two signs.

Notary:

Debbie Ford is now a Texas notary public. Free notary services are now available to SHPOA members in good standing. These services will be available during regular office hours on Sunday from 1:00 p.m. to 4:00 p.m. Members not in good standing will be charged for services at the same rate as non-members according to the fee schedule adopted by the State of Texas.

Barbeque Cook-Off/Annual Meeting 2016:

Juli Fendley is continuing to research the idea of having a barbeque cook-off to coincide with the 2016 annual meeting.

NEW BUSINESS:

Sub III, Sec 4: The property owner wrote a letter to the Board requesting leniency on his past due maintenance fees. He is elderly, on a fixed income and does not remember having received prior notices. He also recently suffered a stroke and is trying to get his affairs in order. He can pay some of the past due amount and agrees to keep all future annual dues current. Juli Fendley made a motion to approve a reduction in fees from the property owner with the stipulation that all fees would be paid on time going forward. The motion was seconded by Mike Golden and approved by the Board.

Mary Ann York made a motion to adjourn the meeting. Juli Fendley seconded the motion and the Board approved. The Board meeting was adjourned at 10:34 a.m.

NEXT MEETING: September 19, 2015