



Annual Newsletter 2020

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Please note the following:

- The Annual Board Meeting is on Sunday, July 26, 2020 at 1:00 p.m.
- All ballots and proxies must be turned in by 12:30 p.m.
- Bottled water will be provided.
- **Included in this packet:** Annual newsletter and a ballot (proxy) to vote for board members.
- **NEW SHPOA WEBSITE!** The Board is excited to announce that a new website has been developed for SHPOA. Visit the site at shpoa-lakelivingston.com to keep up with what is happening in our neighborhoods!

**** Due to the Covid-19 Virus all attendees will be required to wear a mask and sit six feet apart. ****

PRESIDENT'S REPORT

Fellow property owners, it has been my pleasure to serve as your POA President for the past few years. Many thanks go out to all of the Board Members, Committee Chairs and Committee Members that have served with me during my tenure. A special thanks to all of the community members who pitched in on our special projects.

In order for your Board to be successful maintaining a stable, and even increased property values, we will need your help. Help getting your neighbors to keep their property(s) in an attractive condition; help protecting our investment in member amenities; and help encouraging your neighbors to keep their dues and fees current. This year we were very aggressive with collections, and as you will be able to see on our financials, it has paid off. We are currently taking property owners to small claims court, filing liens, filing judgments and looking into the possibility of seizing property for auction by the court/constable.

A special thank you goes out to Ellen Fendley for taking on the task of development of our new website. We were informed this past year that our previous website did not belong to Stephens Hills Property Owners Association and we, as a Board of Directors, could not make decisions on what is on this website. We are hoping this website with our information will be taken offline very soon. The new website (www.shpoa-lakelivingston.com) belongs to Stephens Hills Property Owners Association and will contain all information for our members. If you have photos you would like to be added to the new website, please send the photos to shpoa@hotmail.com, and we can get them added. Please take a few minutes and browse through the new site. Website address is: shpoa-lakelivingston.com.

As always, it is our continued goal to approach all challenges with a positive attitude, and to invite your thoughts and opinions into each of our Board Meetings. Everyone should have a copy of, and be familiar with the By-Laws, Regulations and Deed Restrictions that were given to you when you purchased your properties. You may also obtain copies from the office on Sunday afternoons from 1-4 PM, or from the SHPOA website at shpoa-lakelivingston.com.

Let's all join together and work hard to keep Holiday Shores and Holiday Harbor desirable and sought after neighborhoods. We are always looking for volunteers for upkeep of our neighborhood. Please visit our website to see new projects going on. If you have any suggestions, or comments, please leave a message on the office phone; 936-377-2529, or e-mail at shpoa@hotmail.com.

As always, except for Executive Sessions to discuss legal matters, all Board meetings are open to the members of the community.

This will be my last year as a member of the Board of Directors and President of SHPOA. I would hope that you will give respect to the newly elected Board members and the new President. Please keep in mind that this is a volunteer position and the Board members are your neighbors. You are all welcome in helping in our neighborhood.

Our annual meeting for 2020 will be held on Sunday, July 26th. Due to the Corona Virus, we will be taking extra precautions for all members' safety during this meeting. We will require everyone to wear a mask and social distance themselves six feet apart. We will not be serving lunch at this meeting. We will provide bottled water only for all of our members. If you are uncomfortable with these requirements or concerned for your health, please take a moment to complete and mail the proxy enclosed. Once it is completed please do not forget to sign it.

Administrative Assistant Position: I would like to take this opportunity to publicize the administrative assistant position that will be opening at the end of September. Anyone interested in applying for the position should contact the Board through the SHPOA email site at shpoa@hotmail.com.

Juli Fendley
President

POOL CLOSING

The pool is remaining closed until we have the funds to make the repairs needed. It will be up to the members if we are going to collect money to repair the pool, keep the pool closed until money is available for repair, or permanently close the pool.

At this time, our deed restrictions allow for a special assessment fee for this type of repair. However, the membership must approve any such assessment fee. The vote will be as per our By-Laws for new business. Every lot owner will have one vote per lot owned.

SHPOA is currently involved in a Lawsuit from eight members of Holiday Harbor and we cannot proceed with any votes for special assessment until this is resolved. The names of the people on the lawsuit are Darrell Doyle, Roger Bussell, Scott Carter, David Cook, Dennis Gay, Billy Hodges, Dale Holloway and Steve Manning)

Juli Fendley
President

NOMINATING COMMITTEE REPORT

There are four Board positions up for election this May. Incumbents Rich Brazzale and Joe Campbell are seeking reelection. President Juli Fendley and Nominating Chair Gary Blaylock are stepping down. Every year provides an opportunity to get involved with the Association's leadership by running for the Board of Directors. The Board normally meets the 3rd Saturday of the month at 9 a.m. There are times (due to conflicts of interest) that the Board will change the meeting to another Saturday. The Board does not meet during the month of December.

If you are interested in serving on the board, please leave a message on SHPOA's office phone at 936-377-2529, or send an email to shpoa@hotmail.com.

Gary Blaylock
Chair

ARCHITECTURAL COMMITTEE REPORT

Since the May 2019 Annual Meeting the SHPOA Board has approved five plans for building residences, one amended house plan, a stairway, carport and retention wall.

All property owners should be reminded that ANY additions to your property are required to be preceded by approval of the SHPOA Board. The property owner is required to submit a drawing, or hand sketch, listing the property description; property owner's name and contact information; showing the property boundaries with the dimensional location on the lot, and material specifications of the addition. We, as a Board, have been alerting property owners of violations and we are seeing an improvement in our properties. All property owners should be reminded that even though the Board approves the construction plans, the ultimate responsibility for adherence to ALL deed restrictions lies with the owner. Please feel free to contact Wes Wodahl at wwodahl@yahoo.com with any questions or concerns.

NOTE TO ALL PROPERTY OWNERS: If you feel another property owner is in violation of the deed restrictions please take personal responsibility and speak directly with that lot owner about your concerns. Only then, if you continue to have the same concerns, contact one of the SHPOA Board members.

Wes Wodahl
Chair

MAINTENANCE COMMITTEE REPORT

Boat Launches:

- The project to fill the washouts at the Sub III launch with filter rock (behind the existing bulkhead) has continued this past year with a new load of filter rock being delivered in the coming weeks.
- The Sub III boat launch gate controller has been replaced with the latest model that includes all required safety devices. This costly replacement was necessary due to the continued damage caused to the old controller by people bypassing the card reader and forcing the gate open. The new controller has an additional locking system that is designed to prevent this from happening.

Recreational Area:

- The pavilion gate has been repaired and serviced.
- New wood steps have been built over the existing concrete steps going down to the pavilion. The concrete steps had become a growing hazard.
- The old parking area's wooden posts have been removed, and replaced with PVC posts. The new posts must still be filled in with concrete (a request for volunteers to complete this project has been placed on the new website).
- The roof on the office building has been repaired and a new ceiling including lights has been installed due to water damage.

Mowing and Property Maintenance:

- A reminder that in accordance with SHPOA deed restrictions property owners are responsible for mowing and maintaining their lot(s). This includes clearing underbrush and fallen trees. Clean lots help with property value and fire prevention.
- Fire mowing is completed twice a year. Lot owners will be charged a mowing fee of \$50 a lot for each time fire mowing services are required.
- The roadside, recreational area and boat ramp mowing will continue to be performed by Orozco Lawn Services. They are also charged with the removal of debris from the boat ramps every two weeks beginning in March and ending in September. Roadside mowing will began in April and will be performed every three weeks (ending in September).

Non-Mowing Deed Restrictions:

Deed restriction letters are mailed throughout the year for various violations other than mowing and maintaining lots. This past year was no exception. There were letters addressing drainage flow, removal of broken down equipment, vacation rental, removal of a mobile home, illegal burning of household trash, and new construction that does not conform to timelines just to name a few.

Rich Brazzale, Co-Chair
Mike Golden, Co-Chair

TREASURER'S REPORT

This Fiscal year the board has been aggressively pursuing delinquent accounts and going to court, if necessary, to collect. Due to many years of collection problems our cash flow has hindered our ability to spend the money needed to maintain and fix our facilities and grounds. Since the pool closing, we have been able to divert some money towards fixing some of the immediate issues, such as filling in washouts along the bulkhead at the Sub III boat launch, building wood steps over the existing concrete steps above the pavilion area, repairing both pavilion and boat ramp gates, replacing rotted wooden posts along the parking lot with PVC posts and postage and court costs for all delinquent accounts.

The 2019/2020 fiscal year financial statements, with notes, are included in the back of this newsletter. Please take a moment to review and bring any questions you have to the annual meeting.

The proposed 2020/2021 budget is included at the end of this newsletter, and will be presented to the membership for approval at the annual meeting.

Ellen Fendley
Treasurer

SPECIAL ASSESSMENT COMMITTEE REPORT

SHPOA is currently involved in a Lawsuit from eight members of Holiday Harbor and we cannot proceed with any votes for special assessment until this is resolved. The names of the people on the lawsuit are Darrell Doyle, Roger Bussell, Scott Carter, David Cook, Dennis Gay, Billy Hodges, Dale Holloway and Steve Manning)

A list of major projects was developed based on previous requests from our members. Below are the old estimates for several of them to give you an idea of what we are looking at when we can move forward. Should you have any other projects you want to add to the list, please email SHPOA and we will look into them.

Please keep in mind that SHPOA members must approve any special assessment. The votes are as per our by-laws, one vote per lot owned. The fee will be based on per lot owner (not per lot, with the exception that a member has more than one dwelling and the fee would be per lot owner, per dwelling).

Some Projects under consideration for Special Assessment:

Fill in current pool and make playground the pool area -

Estimated cost: \$ 25,000.00 - \$ 45,000.00

Update current pool – removing deep end, replacing all piping, resurfacing the pool, tile, depth markers.

Everything to have the pool renewed (without the deep end) and usable -

Estimated cost: \$ 95,000.00 - \$ 125,000.00

Sub II boat launch – remove existing catch basins and replace pipe and catch basins, resurface road to boat launch.

Estimated cost: \$ 20,000.00 - \$ 30,000.00

Sub III boat launch area – create a swimming area currently outside of the fence. To include moving fence to that area, boulders to build a breakwater for swimming, beach area, pavilion, picnic tables.

Estimated cost: \$ 25,000.00 - \$ 40,000.00

Clubhouse and office area – removal of existing clubhouse/covered area and rebuilding on pier/beam. This could contain a larger open area, kitchen, bathroom and office. This could be rented by our members at no cost with only a cleaning deposit (to be refunded).

Estimated cost: \$ 45,000.00 - \$ 55,000.00

Ellen Fendley
Chair

BOARD OF DIRECTORS POSITIONS

There are four Board positions open for election this year. Incumbents Rich Brazzale and Joe Campbell plan to run for reelection. Robbie Boulet (Sub II), Darrell Doyle (Sub II) and Joy DeRaimo (Sub III) are candidates for the position left open by Juli Fendley and Gary Blaylock.

Rich Brazzale, Sub II (Incumbent): I have been a SHPOA member for approximately 24 years with the past 15 years as a full time resident. The organization is facing several significant issues, and it is my hope to be elected to a second term to assist in working towards fair and reasonable solutions. I am semiretired from the international metals industry, and maintain a small specialized consulting company.

Joe Campbell, Sub II (Incumbent): I am currently on the board serving as the vice-president for the last two years. I have been a full time resident of Holiday Shores II for 10 years and an owner for 25 years. I hope that I can be a part of the team that helps guide us thru the challenges we face going forward.

Robbie Boulet, Sub II (Candidate): I am seeking a position on the SHPOA Board. My wife and I purchased a home in Holiday Shores Section II in July 2018. I previously served as a board member on Lakeview Estates Subdivision (Coldspring) HOA and enjoyed helping maintain and improve the subdivision. I am dedicated to the advancement of our subdivision and community, and hope to assist in this process by serving on the board. I am currently employed by United Airlines as a B737 Captain.

Joy DeRaimo, Sub III (Candidate): I chose to move to HSIII 4 years ago, after looking at several other subdivisions in the area, and I am proud to call it home. I feel it is my responsibility to be involved and help maintain our community standards and appeal, and make improvements wherever possible.

Darrell Doyle, Sub II - Holiday Harbor (Candidate): Full time resident and active in the community for over 25 years with my wife Patty Doyle. Self employed with over 40 years in information Systems and Finance consulting for large international companies. Qualifications include service as SHPOA President from 2009 to 2012. Continued in 2012 to 2015 as a board member that chaired the Legal Committee. I was 1 of 3 property owners that purchased the Holiday Harbor boat ramp and incorporated it as Holiday Harbor Community Association. Currently serving as board member for Holiday Harbor Water/Waste Supply Corporation. For the newer property owners in Holiday Shores my wife Patty Doyle served as SHPOA President from 1992 to 2001.

9-1-1 ADDRESSING

It is important that your E9-1-1 address be posted on your property and be visible from the road. Your E9-1-1 address can be different from your mail box number but should not be your lot number. Your 9-1-1 address can be verified by calling 936-653-3823, or by going to www.co.san-jacinto.tx.us and click "County Offices" then click "9-1-1 Addressing", then click "9-1-1 Addressing Permit Form" and download the form.

Your 9-1-1 Address helps Emergency Responders locate your house. Properly display your 9-1-1 address by following these guidelines: 1) Use large numbers, 2) Be visible in the dark, 3) Be located near the road, 4) Post twice on long or shared driveways, and 5) Keep the numbers free from weeds, grass, etc.

POINT BLANK VOLUNTEER FIRE DEPARTMENT

Gary Wulf, Financial Liaison Officer for PB VFD, addressed the Board during the September 21, 2019 regular board meeting. He explained the need for more volunteers to serve on the fire department. He told the board how much the fire department receives from the county each year. He went further to explain that county funds, along with the small amount of money gained from fund raising projects, is short of what is needed to fully support the fire department with equipment and gear. Donations from area subdivisions would help close the gap, and he discussed various plans from these subdivisions that would help raise more funds. The Board invited Mr. Wulf to address property owners at our next annual meeting. They agreed to have a line added to SHPOA statements (that would encourage property owners to make donations to the PB VFD).

Mr. Wulf emailed two forms and a decal that would be helpful for all property owners to have. One form is for Special Needs Citizens and is for emergencies and used only by First Responders. The form includes listing emergency contact information, special equipment needs and medical history. The form can be filled out and mailed to San Jacinto County First Responders. The second form is for medical information and kept at your home for easy access. A picture of a decal is included and should be placed on your front door visible to emergency personnel. The decal indicates to emergency personnel that a special needs citizen resides in the home. The forms will be made available at the annual meeting and office.

**P.O. BOX 256
POINT BLANK, TEXAS 77364
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Email: shpoa@hotmail.com
Website: shpoa-lakelivingston.com**

AGENDA

The Annual Business Meeting of property owners in Holiday Shores Subdivisions II and III shall be held at **1:00 P.M. on Sunday, July 26, 2020**. Please bring a lawn chair, as seating may be limited.

**** Due to the Covid-19 Virus all attendees will be required to wear a mask and sit six feet apart. ****

| <u>2019-2020 Directors:</u> | <u>Length of Service:</u> | <u>Up for Re-election:</u> |
|---|----------------------------------|-----------------------------------|
| Juli Fendley, President | 8 years | Yes, Term ends May 2020 |
| Joe Campbell, Vice President | 2 years | Yes, Term ends May 2020 |
| Gary Blaylock, Maintenance Nominating Chair | 2 years | Yes, Term ends May 2020 |
| Rich Brazzale, Maintenance Co-Chair | 2 years | Yes, Term ends May 2020 |
| Ellen Fendley, Secretary/Treasurer | 5 years | No, Term ends May 2021 |
| Mike Golden, Maintenance Co-Chair | 1 year | No, Term ends May 2021 |
| Wes Wodahl, Architectural Chair | 3 years | No, Term ends May 2021 |

12:00 P.M. – 12:30 P.M. Registration for Voting
Recording and Counting of Proxies (*if unable to attend Please Mail Proxy*)

No food will be provided; only water will be available.

1:00 P.M. Meeting Called to Order
Pledge of Allegiance

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation, under God, indivisible, with liberty and justice for all.

Reading of Rules of Order:

- **Each person wishing to speak will stand; give his/her name, and legal description of lot.**
 - Discussion limited to 3 minutes per person.
 - Rebuttal limited to 2 minutes per person.

Annual Meeting Minutes of May 19, 2019:

Call for discussion, Motion to Approve, Second, and Approval/Disapproval.

Guests: If there are any visitors they will be introduced at this time.

Treasurer's Report for 2020 and 2020/21 Budget:

Call for discussion, Motion to Approve, Second, and Approval/Disapproval.

President's Report: Refer to Newsletter for details

Committee Reports: Refer to Newsletter for details

Election of Directors for 2020/2021:

New Business:

- Nominate and Elect a Board President
- Other Business

Adjournment

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
ANNUAL MEETING MINUTES
May 20, 2018

Board Members Present:

Juli Fendley
Glorian Drews
Ellen Fendley
Tim Ford
Mary Ann York

Accountant:

Teresa Soape

Administrative Assistant:

Debbie Ford

Absent:

Michael Golden; proxy to Tim Ford
Wes Wodahl; proxy to Tim Ford

President Juli Fendley called the Annual Board Meeting to order at 1:24 p.m. After the Pledge of Allegiance she welcomed everyone and thanked them for being at the meeting. A quorum was established; President Fendley informed the SHPOA property owners of the Rules of Order, and assigned Glorian Drews as the time keeper. She introduced the Board members, accountant and administrative assistant, and thanked them for the work they have done this past year. She also recognized and thanked several SHPOA members who volunteered their services throughout this past year; Joe Campbell, Wes Wodahl, Darrell Doyle and Annette Proffer. President Fendley announced that a list was available for property owners to update their contact information.

MINUTES FOR MAY 7, 2017 ANNUAL MEETING:

President Juli Fendley called for corrections or questions on the minutes from the May 7, 2017 Annual Board Meeting. There were no questions from the property owners and a motion was made by Charlene Smith to approve the minutes. The motion was seconded by Mary Markworth and approved by a majority vote of the members.

GUESTS:

President Fendley welcomed Judge Greg Magee and Constable Alvin Wyatt and thanked them for their public service. She invited Judge Magee and Constable Wyatt to speak to the audience.

Constable Wyatt said that there are no serious problems to report in the area at this time, and remember to watch out for one another.

Judge Magee told the audience that he will continue to do his best to serve the public. He reminded everyone that an important runoff election is scheduled for the district judge position and encouraged everyone to vote.

TREASURER'S REPORT/BUDGET REPORT:

President Fendley called for questions regarding the treasurer's report. There were no questions from the audience.

President Fendley called for questions regarding the 2017-2018 profit and loss report and the proposed budget for 2018-2019. There were no questions from the floor. Tim Ford made a motion to approve the 2017-2018 profit and loss report, and the proposed budget for 2018-2019. The motion was seconded by Mary Ann York and approved by a majority vote of the members.

PRESIDENT'S REPORT:

President Fendley asked members if they had any questions regarding the President's Report. Resident Michael Brooks asked President Fendley to explain the comment she made about "policing" your neighborhood in her newsletter article. He believes that "policing" one another would cause a great deal of hostility among neighbors. In addition, Mr. Brooks complained about the process in which the deed restrictions are being updated, specifically the addition to allow assessments. He suggested that other methods should be used in order to finance repairs to the swimming pool and projects.

President Fendley explained the roles of the board; resolving issues through writing letters and sometimes having to go to court. She also explained that this has been in the newsletter previous to the current newsletter. We have always asked our members/neighbors to do this. "Policing" is a way of looking out for one another; keeping each other and property safe and keeping our property values up. It is up to all members to report deed restriction violations and not only the board members to drive around and take notes. If a member reports a deed restriction violation, the Board will act immediately.

COMMITTEE REPORTS:

Refer to the newsletter for committee reports.

ELECTION OF DIRECTORS FOR 2018-2019:

President Fendley announced that there were three board members who would not be running for reelection; Tim Ford, Michael Golden and Mary Ann York. She introduced three new candidates; Gary Blaylock, Rich Brazzale and Joe Campbell. There were two write-in candidates; Ann Broussard and Bruce Shields. Ms. Broussard asked to have her name withdrawn. Because President Juli Fendley was up for reelection, Vice President Tim Ford conducted the election process. Vice President Ford also said that all three of the new candidates would do a great job. After each candidate briefly introduced themselves Charlene Smith made a motion to close the nominations and elect all candidates by acclamation. The motion was seconded by Patty Doyle and approved by a majority vote of the members.

NEW BUSINESS:

NOMINATE AND ELECT BOARD PRESIDENT:

President Fendley explained her reluctance to continue as president, and was considering the possibility of no longer serving on the Board. Resident Michael Brooks took the floor and asked to run for the position. Mr. Brooks voiced his disfavor of having the deed restrictions updated and adding an assessment statement. He felt that he could find other methods to raise enough funds for pool repairs.

Resident Vanessa Jones made suggestions for fund raising and working as teams to help with maintenance and other needs. She said she would help organize groups. Her contact information is (phone) 281/770-1188; (email) vmj0227@yahoo.com.

Home owner Katheryn McGuigan took the floor and asked if Michael Brooks can be voted in as president if he is not a board member. The answer was no.

Glorian Drews made a motion to elect Juli Fendley as president. The motion was seconded by home owner Dennis Gay and approved by a majority vote of the members.

OTHER BUSINESS:

- President Juli Fendley discussed the importance of updating the deed restrictions and explained the assessment fee process. She told the members about the many meetings with attorney Travis Kitchens who helped write the restrictions. Any assessment would include details of the project, value associated with the project and how the amount would be divided among owners (not by lots). Members who have multiple dwellings (renters) would be required to vote for each dwelling.
- Subdivision II, Sec 1-6 and Subdivision II, Sec 7-9 deed restrictions are completed and can be voted on. Information was left out of Subdivision III deed restrictions, and should be rewritten and mailed in July or August, along with a proxy.
- Kathy Zigler asked if the assessment fee would be in addition to the regular yearly fee. President Fendley answered yes.
- Nancy Borland took the floor to tell the audience that the deed restrictions have to be fixed before any assessment can be requested. President Fendley told Ms. Borland she was correct. If the deed restrictions are not passed she will ask for a leader from that subdivision to stand up and take on the process of updating the restrictions. She explained what the subdivisions had decided when they voted for Chapter 211.
- Dennis Gay wants to work out an outline. The budget has no money to sue for dues. Projects need to be prioritized (boat ramps in particular). Not having a pool saves money, and he isn't sure having a pool helps property values. Instead, the budget should go toward suing for past dues. President Fendley explained fixed costs and additional budget items. Members would have to bring projects to the Board; the Board would do the legwork and members would have to vote.
- Arnette Daugherty gave her position regarding an assessment. President Fendley explained that all assessments must be approved by the members.
- Nancy Borland reiterated her point that the deed restrictions have to be fixed before any assessment can be requested.
- Charlie Heasty said she has no understanding of Sub II and Sub III – what can the Board do for Sub III to get an understanding of 211, etc. President Fendley explained Chapter 211 and invited Ms. Heasty to attend the next regular meeting for more discussion.
- Charlene Smith asked if each assessment is voted on. President Fendley answered yes.

- Darrell Doyle asked what would happen to the 20% to 30% of owners who do not pay the assessment fee. President Fendley said they can be taken to small claims court. Mr. Doyle asked if the assessment money would be put in a special fund and how long would it sit there? President Fendley said deadlines would need to be set.
- Charlie Heasty asked if the current budget allows for maintenance on the pool if there is an assessment. President Fendley answered that the current budget does not include any pool maintenance because until we have our deed restrictions amended to include an assessment fee, or money is available to refurbish the pool, we will not have these costs. The earliest the pool would be open is next year, if we move quickly this year, to have this taken care of.
- Tim Ford asked if an assessment is passed would there be community meetings. President Fendley said yes, she would like to see members on the committees along with one Board member.
- Charlie Heasty asked if money couldn't be saved by not sending so much paperwork out. President Fendley replied that she would like to see local sponsors advertise, etc. in our newsletter. She said much of the paperwork was printed with her own money.
- Dennis Gay said that money is a big issue and it is overspent most of the time. Can members decide on what money should be spent on? President Fendley said that right now the focus is to get the restrictions passed to allow for an assessment.
- Don Bishop said upkeep of roads is included in our restrictions and asked why and who pays. President Fendley said the county is in charge of roads and it is up to owners to contact the county.

UPDATED DEED RESTRICTION VOTING RESULTS:

- Subdivision II, Sec 1-6: OPPOSED
President Fendley asked for volunteers from Sub II, Sec 1-6 to work with the Board to update the deed restrictions. Arnette Daugherty volunteered to chair.
- Subdivision II, Sec 7-9: OPPOSED
President Fendley asked for volunteers from Sub II, Sec 7-9 to work with the Board to update the deed restrictions. Dennis Gay volunteered to chair.

After no further business came up for discussion, a motion was made by Don Bishop to adjourn the meeting. The motion was seconded by Kathy Zigler and approved by the members. The meeting was adjourned at 2:56 p.m.

**PROFIT AND LOSS REPORT
2019 – 2020**

| | <u>Apr 19 - Mar 20</u> | <u>Budget</u> | <u>\$ Over Budget</u> |
|--------------------------------|------------------------|-------------------|-----------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| Income | | | |
| 2013 MAINT FEES SUB II | 100.00 | 1.00 | 99.00 |
| 2013 MAINT FEES SUB III | 100.00 | 1.00 | 99.00 |
| 2014 MAINT FEES SUB II | 5,100.00 | 1.00 | 5,099.00 |
| 2014 MAINT FEES SUB III | 5,725.00 | 1.00 | 5,724.00 |
| 2015 MAINT FEES SUB II | 200.00 | 1.00 | 199.00 |
| 2015 MAINT FEES SUB III | 520.00 | 1.00 | 519.00 |
| 2016 MAINT FEES SUB II | 300.00 | 300.00 | 0.00 |
| 2016 MAINT FEES SUB III | 740.00 | 300.00 | 440.00 |
| 2017 MAINT FEES SUB II | 453.36 | 1,000.00 | -546.64 |
| 2017 MAINT FEES SUB III | 1,585.00 | 1,000.00 | 585.00 |
| 2018 MAINT FEES SUB II | 1,400.00 | 4,000.00 | -2,600.00 |
| 2018 MAINT FEES SUB III | 2,675.00 | 5,000.00 | -2,325.00 |
| 2019 MAINT FEES SUB II | 33,400.00 | 43,550.00 | -10,150.00 |
| 2019 MAINT FEES SUB III | 33,375.00 | 42,300.00 | -8,925.00 |
| 2019 MAINT FEES SUB IV | 300.00 | 400.00 | -100.00 |
| CARD KEY REPLACEMENT | 40.00 | 100.00 | -60.00 |
| CLUBHOUSE RENTAL | 0.00 | 100.00 | -100.00 |
| COLLECTION FEES | 0.00 | 1.00 | -1.00 |
| FIN CHG, SUB II | 681.40 | 500.00 | 181.40 |
| FIN CHG, SUB III | 0.00 | 500.00 | -500.00 |
| INTEREST INCOME | 27.53 | 20.00 | 7.53 |
| MOW14 SUB II | 0.00 | 1.00 | -1.00 |
| MOW14 SUB III | 1,120.00 | 1.00 | 1,119.00 |
| MOW15 SUB II | 40.00 | 100.00 | -60.00 |
| MOW15 SUB III | 80.00 | 500.00 | -420.00 |
| MOW16 SUB II | 40.00 | 100.00 | -60.00 |
| MOW16 SUB III | 120.00 | 500.00 | -380.00 |
| MOW17 SUB II | 50.00 | 500.00 | -450.00 |
| MOW17 SUB III | 300.00 | 500.00 | -200.00 |
| MOW18 SUB II | 250.00 | 1,000.00 | -750.00 |
| MOW18 SUB III | 750.00 | 3,000.00 | -2,250.00 |
| MOW19 SUB II | 3,050.00 | 3,000.00 | 50.00 |
| MOW19 SUB III | 5,900.00 | 6,000.00 | -100.00 |
| TRANSFER FEES | <u>2,000.00</u> | <u>1,500.00</u> | <u>500.00</u> |
| Total Income | 100,422.29 | 115,779.00 | -15,356.71 |
| Returned Check Charges | <u>25.00</u> | | |
| Total Income | <u>100,447.29</u> | <u>115,779.00</u> | <u>-15,331.71</u> |
| Gross Profit | 100,447.29 | 115,779.00 | -15,331.71 |
| Expense | | | |

| | | | |
|------------------------------------|-----------|-----------|-----------|
| Bad Debt Write-offs | 12,623.40 | 13,000.00 | -376.60 |
| Bank Charges | | | |
| Returned Check | 7.19 | 10.00 | -2.81 |
| Total Bank Charges | 7.19 | 10.00 | -2.81 |
| Contract Labor | | | |
| Administrative Assistant | 6,000.00 | 6,000.00 | 0.00 |
| Bookkeeping Contract | 7,800.00 | 7,800.00 | 0.00 |
| Facility Maintenance Contract | 3,600.00 | 3,600.00 | 0.00 |
| Mowing Maintenance Contract | 33,745.00 | 32,000.00 | 1,745.00 |
| Contract Labor - Other | 0.00 | 300.00 | -300.00 |
| Total Contract Labor | 51,145.00 | 49,700.00 | 1,445.00 |
| Dues and Subscriptions | 0.00 | 150.00 | -150.00 |
| General Maintenance | 6,882.98 | 50.00 | 6,832.98 |
| Insurance Expense | | | |
| Directors & Officers Liability | 1,100.00 | 1,100.00 | 0.00 |
| Property & General Liability | 3,895.51 | 4,000.00 | -104.49 |
| Total Insurance Expense | 4,995.51 | 5,100.00 | -104.49 |
| Licenses and Permits | 188.50 | 200.00 | -11.50 |
| Miscellaneous Expense | | | |
| Card Reader/Card Keys | 0.00 | 200.00 | -200.00 |
| Total Miscellaneous Expense | 0.00 | 200.00 | -200.00 |
| Mowing Expense | | | |
| Mowing - Fire Prevent | 7,181.00 | 7,500.00 | -319.00 |
| Total Mowing Expense | 7,181.00 | 7,500.00 | -319.00 |
| Operational Expenses | | | |
| Extermination | 0.00 | 150.00 | -150.00 |
| Newsletters | 755.97 | 1,000.00 | -244.03 |
| Office Supplies | 2,147.40 | 2,000.00 | 147.40 |
| Postage and Delivery | 1,887.26 | 2,000.00 | -112.74 |
| Security Fence Expense | 135.31 | 1.00 | 134.31 |
| Social Expense/Annual Meeting | 658.37 | 750.00 | -91.63 |
| Waste Disposal | 521.78 | 600.00 | -78.22 |
| Operational Expenses - Other | 167.25 | 300.00 | -132.75 |
| Total Operational Expenses | 6,273.34 | 6,801.00 | -527.66 |
| Professional Fees | | | |
| Accounting | 525.00 | 1,000.00 | -475.00 |
| Collection Agency Fees | 0.00 | 2,500.00 | -2,500.00 |
| Legal | 0.00 | 3,000.00 | -3,000.00 |
| Legal/Demand Fees | 814.00 | 1.00 | 813.00 |
| Professional Fees - Other | 0.00 | 1,500.00 | -1,500.00 |
| Total Professional Fees | 1,339.00 | 8,001.00 | -6,662.00 |
| Projects | | | |
| Boat Ramp Sub II | 0.00 | 5,000.00 | -5,000.00 |
| Boat Ramp Sub III | 0.00 | 2,000.00 | -2,000.00 |
| Pavilion/Club House | 1,082.31 | 1,000.00 | 82.31 |

| | | | |
|----------------------------|------------------------|------------------------|-------------------------|
| Projects - Other | <u>0.00</u> | <u>500.00</u> | <u>-500.00</u> |
| Total Projects | 1,082.31 | 8,500.00 | -7,417.69 |
| Property Taxes | -42.34 | 2,500.00 | -2,542.34 |
| Utilities | | | |
| Electric | 2,606.66 | 3,000.00 | -393.34 |
| Telephone | 494.66 | 450.00 | 44.66 |
| Water | <u>650.74</u> | <u>700.00</u> | <u>-49.26</u> |
| Total Utilities | <u>3,752.06</u> | <u>4,150.00</u> | <u>-397.94</u> |
| Total Expense | <u>95,427.95</u> | <u>105,862.00</u> | <u>-10,434.05</u> |
| Net Ordinary Income | <u>5,019.34</u> | <u>9,917.00</u> | <u>-4,897.66</u> |
| Net Income | <u>5,019.34</u> | <u>9,917.00</u> | <u>-4,897.66</u> |

**** Profit and Loss Statement is presented using the Cash Basis of accounting. This allows you to see Actual monies received and spent over this fiscal year ending 3/31/20 ****

BALANCE SHEET 2019 – 2020

| ASSETS | Mar 31, 2020 |
|---------------------------------------|--------------------------|
| Current Assets | |
| Checking/Savings | |
| Bank of SJC - Checking Account | 26,983.43 |
| Petty Cash | <u>217.28</u> |
| Total Checking/Savings | 27,200.71 |
| Accounts Receivable | |
| Accounts Receivable | <u>94,757.02</u> |
| Total Accounts Receivable | 94,757.02 |
| Other Current Assets | |
| Undeposited Funds | <u>700.00</u> |
| Total Other Current Assets | <u>700.00</u> |
| Total Current Assets | 122,657.73 |
| Fixed Assets | |
| Accumulated Depreciation | -25,412.27 |
| Office Equipment | 4,151.46 |
| Recreational Equipment | <u>21,260.81</u> |
| Total Fixed Assets | <u>0.00</u> |
| TOTAL ASSETS | <u><u>122,657.73</u></u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Def Maintenance Current | 26,670.00 |
| Def Maintenance prior | 199,654.65 |
| Members Equity | -35,418.53 |
| Retained Earnings | -89,438.27 |
| Net Income | <u>21,189.88</u> |
| Total Equity | <u>122,657.73</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>122,657.73</u></u> |

** Balance Sheet is presented using the Accrual Basis of accounting. This allows you to see our financial position as of 3/31/20, specifically the outstanding Accounts Receivable **

Which consists of the following:

| | | |
|--|---|----------------------------------|
| <u>2019-2020 and Prior Maintenance Fees Still Outstanding</u> | | <u>Balance 03/31/2020</u> |
| SUB II | | \$36,043.73 |
| SUB III | | \$43,438.29 |
| | Total Outstanding Maintenance Fees | TOTAL \$79,482.02 |
| <u>2019-2020 and Prior Mowing Fees Still Outstanding</u> | | <u>Balance 03/31/2020</u> |
| SUB II | | \$4,600.00 |
| SUB III | | \$10,675.00 |
| | Total Outstanding Mowing Fees | TOTAL \$15,275.00 |
| | Total of All Outstanding Fees Owed | \$94,757.02 |

**PROPOSED BUDGET
2020 – 2021**

Apr '20 –
Mar '21

Ordinary Income/Expense

Income

Income

| | |
|-------------------------|-----------|
| 2015 MAINT FEES SUB II | 1.00 |
| 2015 MAINT FEES SUB III | 1.00 |
| 2016 MAINT FEES SUB II | 1.00 |
| 2016 MAINT FEES SUB III | 1.00 |
| 2017 MAINT FEES SUB II | 300.00 |
| 2017 MAINT FEES SUB III | 300.00 |
| 2017 MAINT FEES SUB IV | 1.00 |
| 2018 MAINT FEES SUB II | 1,000.00 |
| 2018 MAINT FEES SUB III | 1,000.00 |
| 2018 MAINT FEES SUB IV | 1.00 |
| 2019 MAINT FEES SUB II | 5,000.00 |
| 2019 MAINT FEES SUB III | 5,000.00 |
| 2019 MAINT FEES SUB IV | 1.00 |
| 2020 MAINT FEES SUB II | 43,550.00 |
| 2020 MAINT FEES SUB III | 42,300.00 |
| 2020 MAINT FEES SUB IV | 400.00 |
| CARD KEY REPLACEMENT | 100.00 |
| CLUBHOUSE RENTAL | 1.00 |
| COLLECTION FEES | 1.00 |
| INTEREST INCOME | 20.00 |
| MOW15 SUB II | 1.00 |
| MOW15 SUB III | 1.00 |
| MOW16 SUB II | 40.00 |
| MOW16 SUB III | 40.00 |
| MOW17 SUB II | 100.00 |
| MOW17 SUB III | 100.00 |
| MOW18 SUB II | 100.00 |
| MOW18 SUB III | 100.00 |
| MOW19 SUB II | 200.00 |
| MOW19 SUB III | 500.00 |
| MOW 20 SUB II | 3,000.00 |
| MOW 20 SUB III | 6,000.00 |
| TRANSFER FEES | 1,500.00 |

| | |
|---------------------|-------------------|
| Total Income | 110,661.00 |
|---------------------|-------------------|

| | |
|---------------------|-------------------|
| Total Income | 110,661.00 |
|---------------------|-------------------|

| | |
|---------------------|-------------------|
| Gross Profit | 110,661.00 |
|---------------------|-------------------|

Expense

| | |
|------------------------------------|-----------------|
| Bad Debt Write-offs | 12,000.00 |
| Bank Charges | |
| Returned Check | <u>10.00</u> |
| Total Bank Charges | 10.00 |
| Contract Labor | |
| Administrative Assistant | 6,000.00 |
| Bookkeeping Contract | 7,800.00 |
| Facility Maintenance Contract | 3,600.00 |
| Mowing Maintenance Contract | 34,000.00 |
| Contract Labor - Other | <u>1.00</u> |
| Total Contract Labor | 51,401.00 |
| General Maintenance | 100.00 |
| Insurance Expense | |
| Directors & Officers Liability | 1,100.00 |
| Property & General Liability | <u>4,000.00</u> |
| Total Insurance Expense | 5,100.00 |
| Licenses and Permits | 200.00 |
| Miscellaneous Expense | |
| Card Reader/Card Keys | <u>1.00</u> |
| Total Miscellaneous Expense | 1.00 |
| Mowing Expense | |
| Mowing - Fire Prevent | <u>7,500.00</u> |
| Total Mowing Expense | 7,500.00 |
| Operational Expenses | |
| Extermination | 150.00 |
| Newsletters | 1,000.00 |
| Office Supplies | 2,000.00 |
| Postage and Delivery | 2,000.00 |
| Security Fence Expense | 1.00 |
| Social Expense/Annual Meeting | 750.00 |
| Waste Disposal | 600.00 |
| Operational Expenses - Other | <u>300.00</u> |
| Total Operational Expenses | 6,801.00 |
| Professional Fees | |
| Accounting | 1,000.00 |
| Legal | 3,000.00 |
| Legal/Demand Fees | 1,000.00 |

| | |
|--------------------------------|------------------------|
| Professional Fees - Other | <u>500.00</u> |
| Total Professional Fees | 5,500.00 |
| Projects | |
| Boat Ramp Sub II | 5,000.00 |
| Boat Ramp Sub III | 2,000.00 |
| Pavilion/Club House | 1,000.00 |
| Projects - Other | <u>500.00</u> |
| Total Projects | 8,500.00 |
| Property Taxes | 2,500.00 |
| Utilities | |
| Electric | 3,000.00 |
| Telephone | 450.00 |
| Water | <u>700.00</u> |
| Total Utilities | <u>4,150.00</u> |
| Total Expense | <u>103,763.00</u> |
| Net Ordinary Income | <u>6,898.00</u> |
| Net Income | <u><u>6,898.00</u></u> |