

STEPHENS HILLS PROPERTY OWNERS ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
August 17, 2019

Board Members Present:

Juli Fendley
Gary Blaylock
Rich Brazzale
Joe Campbell
Mike Golden
Wes Wodahl

Accountant:

Teresa Eddinger

Administrative Assistant:

Debbie Ford

Absent:

Ellen Fendley – proxy to Joe Campbell

President Juli Fendley called the Board meeting to order at 9:00 a.m. and established a quorum.

APPROVAL OF MINUTES:

Joe Campbell emailed a motion for approval of the minutes for the July 20, 2019 regular meeting. The motion was seconded by Rich Brazzale and approved by Mike Golden, Gary Blaylock and Wes Wodahl (by proxy to Joe Campbell).

TREASURER'S REPORT:

The treasurer's report ending 7/31/19 was presented to the Board. The beginning bank balance was \$45,493.75 with deposits of \$14,203.36, and expenses of \$6,128.64, leaving an ending bank balance \$53,571.47.

The property collections report for 7/31/19 was presented for approval. The prior maintenance fee balance was \$53,343.66; prior mowing fee balance was \$8,195.00; current maintenance fee for the 2019/2020 balance is \$30,529.22. Mowing fees assessed for 2019/2020 are \$7,150.00. Finance charges were added to past due accounts in the amount of \$11,365.30.

The financial report was accepted by the President as submitted.

Taxes, Annual Audit, Compilation, Auditor Requirements and Year-End Financials:

The annual audit deadline is October, 2019. Teresa Eddinger will email the auditor for a status report.

Certified Final Demand and Settlement Letters:

There was nothing new to report.

Liens:

There was nothing new to report.

Monthly Payment Plan:

There are two property owners that are on the payment plan; both are current.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE REPORT:

There was nothing new to report.

MAINTENANCE COMMITTEE REPORTS:

Fire and Routine Mowing:

There was nothing new to report.

Mowing and Non-Mowing Deed Restriction Letters:

- Two property owners have until August 24, 2019 to comply with deed restriction letters to mow their lots.
- A property owner has until September 5, 2019 to comply with a deed restriction letter to request a contractor to remove broken down equipment at a construction site. A property owner has been notified that SHPOA deed restrictions do not allow vacation rentals. They were given until September 5, 2019 to comply.
- SHPOA maintenance chairs reported a mobile home was recently placed on a lot. A deed restriction letter will be mailed giving the property owner until August 17, 2019 to remove the mobile home.

Pavilion Gate:

The maintenance chairs are continuing research on the best avenue to take to repair the pavilion gate.

Sub III Boat Ramp:

The maintenance chairs determined that there is no water washing out the underside of the concrete at the end of the boat ramp in Sub III.

Steps to the Pavilion:

Joe Campbell made a motion to construct wood risers over existing concrete stairs (to the pavilion) in order to make them safer. The amount will not exceed \$1,000 without further Board approval. Mike Golden seconded the motion and the Board approved.

GUEST:

Property owner Steve Otis joined the meeting with an update on a plan he presented during the July, 2019 regular meeting. His plan is for the construction of boat lifts next to the Sub III boat ramp. He reminded the Board that the lifts would be used privately by SHPOA members only, and funded by the individual(s) who purchase them. At this time he has been contacted by seven SHPOA members who are interested in the project. He shared additional information:

- Mr. Otis has visited with a local boathouse construction company who said that \$10,000 per slip is a good estimate.
- The area would have to be surveyed to determine how much property has been lost to the lake.
- The slips would be built in sections; ten to begin with.
- An attorney would be needed for structuring the legalities under SHPOA's name.
- The preference would be to have a steel bulkhead.
- The boathouse construction company said no breakwater would be necessary.

Mr. Otis has invited a TRA representative to talk to the Board. He asked if the Board thought the POA would be willing to pay for either the survey, or attorney costs. The Board asked Mr. Otis to gather more information (including other areas to build the lifts, specific costs, etc.) and present it to them at a later meeting.

Property owners in SHPOA who might be interested in purchasing a lift can contact Mr. Otis at 713/515-6892, or by email at steve.otis@att.net.

President Fendley called for a break at 10:00 a.m. The meeting was called back to order at 10:09 a.m.

LITIGATION:

- Accounts that are past due \$500 and over will be turned over to attorney Kerry Hagan.
- An update was given on small claims court cases.

ASSESSMENT COMMITTEE REPORT:

In the absence of Ellen Fendley, President Juli Fendley presented the assessment committee report. Several pool companies have said they are too busy at this time of year to bid. Committee member Connie Brandon has an appointment to visit with a pool company to discuss a bid on the new scope of pool repairs. Once an estimate has been determined it will give committee members and idea on costs. President Fendley will work on a ballot using the information.

NEW BUSINESS:

There was no new business.

Wes Wodahl made a motion to adjourn the meeting. The motion was seconded by Gary Blaylock and approved by the Board. The meeting adjourned at 11:09 a.m.

Next Regular Meeting – September 21, 2019 at 9 am.