

**SPRING CREEK TOWNHOMES
COLLEGE STATION, TX 77845**

MINUTES

**MEETING HELD ON Tuesday October 17, 2017
Fire Station #5 on William D Fitch Parkway**

Members Present:

JR Torres, Laurie Rowland, Celeste Anthony, Dana Eckhart, Jeff Moder, and Sandie Miller and Lorena Spicher were present representing Neighborhood Partners.

Proceedings:

Meeting was called to order 5:30 PM by JR Torres.

Establishment of Quorum

Five directors were present. Quorum was established.

Review/acceptance of minutes

Directors read the minutes from the last meeting. JR made the motion to approve the minutes. Jeff seconded.

Treasurer's report

Celeste reviewed the 3rd quarter financial reports. Sandie explained shortage in utilities budget was due to the addition of new meters in Phase 2. Laurie motioned to approve and JR seconded.

Management report

Sandie Miller gave the management report. She reviewed the following;

- Accounts Receivable were reviewed: 4 monthly HOA fees overdue at this time
- 2018 Billing Process documents were reviewed to require homeowners to declare how they will be paying their HOA dues in 2018 (monthly, yearly, etc.) Document to be emailed December.
- By Laws: Reviewed reasons to amend Article 5: Voting Rights 5.3 to change Quorum from 51% to 20% to make the HOA more effective. Document reviewed and will send December for vote.
- Resident Property Status: 118 total units when complete
 - Builder-9
 - Homeowners-52
 - Rentals-34
 - Weekend-19
- Concerns:
 - Mowing area between new fence on Heath and houses in Spring Creek Gardens: mowers will be taking care of this area one time per month. Jr mentioned a home dumping over their fence lawn debris. He will discuss with them if it continues.
 - James Winn sent letter through his attorney asking for Spring Creek Townhomes financial documents. Association attorney notified that all documents are posted on the association website for review. Mr. Winn sent letter to the association attorney dismissing his concerns. Issue resolved.
 - Dianne Richards email with questions/concerns were reviewed and discussed. Sandie advised the replies emailed. Questions resolved.
 - Petition/Survey for the Pool Annex received at drop box and via email from James Winn on Oct 2. Petition was brought door to door for signatures. Discussion was held. Points were;

- Unauthorized by HOA board or management company
- Tenant Signatures
- Multiple Signatures per address

Email was sent to residents. Requests in the petition were discussed. No other correspondence has been received from Mr. Winn or others involved. No residents present to discuss. The issue was dismissed.

Completed business

Restated CCRs to update to Texas State Laws
Pool resurfaced
Iron gates to secure community
Fence repairs-common area and residents lots

Unfinished business

2017 Projects to be completed
 Realm Sign Lettering: contacting new companies no reply with previous contractor
 Common Area Landscaping tabled until 2018
Enforcement of CCRs: basketball stand in driveway in violation
Front Doors of Phase 2: doors can be replaced by homeowners to match others in Phase 2 for the cost of the door \$1025.00, if desired
Quote for changing the volleyball court to a basketball court was \$28,008 which does not include permits and additional fencing. Not enough money in budget or reserve accounts to do this at this time. Discussed removing volleyball court and having a big grassy area for recreation to eliminate the cost of maintaining volleyball court that is rarely utilized and creates issues with sand in the pools.
Appraisal office added \$2.37 yearly tax to common area

New business

- A motion to approve additional insurance for all property fencing was discussed due to HOA taking over fence repair and maintenance. Jeff made a motion to approve and Dana seconded motion. All directors were in favor of adding the insurance.
- Power-washing exterior of homes in Phase 1 to remove dirt and mold: estimates received and will begin in 2018
- Per request of homeowner, estimates were gathered to look at cost of exterior quarterly bug treatment: this would further increase HOA fees and is not typically a matter handled by townhome HOAs.
- 2018 Proposed Budget was reviewed: several items to be adjusted/amended or moved. Sandie will revise with approval from Celeste (Treasurer) and HOA board.

Meeting was adjourned at 7:15 pm

Meeting Documents:

- Meeting Agenda
- P&L Report
- Balance Sheet: Cash Basis
- Minutes from 7/11/17 Board Meeting
- Quarterly Comparison Report
- 2018 Billing Document
- By Laws quorum vote

List of Homeowner Attendance:

JR Torres
Laurie Rowland

Celeste Anthony
Dana Eckhart
Jeff Moder