

STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
August 19, 2023

Board Members Present:

Joe Campbell
Rich Brazzale
Tim Richardson
Robbie Boulet
Chris Crowell
Ceceila Bentz
Joy DeRaimo

Admin Assistant:

Kristie Fraga

Bookkeeper:

Teresa Eddinger

President Joe Campbell called the Board meeting to order at 8:55 a.m. and established a quorum.

APPROVAL OF MINUTES:

Through email, Rich Brazzale made a motion to accept the July 15, 2023, meeting minutes, a second by Chris Crowell and approved unanimously.

TREASURER'S REPORT:

The treasurer's report ending 07/31/2023 was presented to the Board. The beginning bank balance on 07/01/23 was \$73,839.60 with credits of \$6509.05 and expenses of \$23,573.88 leaving an ending bank balance of \$56,774.77. The combined CD balance as of 07/31/23 is \$200,470.32.

The property collections report for 07/31/2023 was presented for approval. The prior maintenance fees still outstanding are \$110,502.23; prior mowing fees still outstanding are \$11,015.00; current maintenance fees assessed for the 2023/2024 balance are \$47,466.47. Assessment fees in reserve \$5,498.55.

Teresa sent out past due notices. Teresa will be sending out certified letters. At the next board meeting Teresa will bring the liens to be filed.

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

Certified Final Demand and Settlement Letters:

Liens: 68 current liens in place. We have a default judgement lien placed on [REDACTED] property that he owns in Houston, and he is currently trying to sell his property and is contesting the lien. Teresa will do some research on this and get back to the board.

Monthly Payment Plans: None

There were no questions, and the report was accepted as submitted by President, Joe Campbell.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE: Nothing to report

MAINTENANCE COMMITTEE: We are still waiting on Pro Star to bring the trash can for the sub III boat ramp. Teresa will follow up and have them contact Tim Richardson. They have received and cashed our check but still no service.

The air conditioner in the clubhouse has died. Robbie will purchase a new one and get it installed.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp:

ASSESSMENT COMMITTEE:

NOMINATING COMMITTEE: It was mentioned to the board to keep their ears open for any one expressing interest to join the board. There will be open positions for the next election.

LITIGATION: None

OLD BUSINESS: There was much discussion about the moving of the playground from the pavilion area to the Boat Ramp in Sub III. It was decided to relocate the equipment due to the deteriorating conditions where it is currently located. A letter was sent to [REDACTED] concerning his logging truck and the violation of our deed restrictions. The [REDACTED] contacted Joe and told him that they asked the President, at that time, if he would be allowed to have his log truck in the subdivision and was told “yes”. Joe contacted the past President and was told that he wasn’t given a yes or no but the reply was that [REDACTED] didn’t see a problem with it. This owner has parked the truck without interference for 3 ½ years. Taking this into consideration, the board discussed possible considerations for the owner and agreed to uphold and enforce the deed restrictions but to give the owner 1 year to remedy the situation. A letter will be sent outlining these terms. It was unanimously agreed that the board must enforce the deed restrictions and the owners expect that of the board.

Any property owners currently in possession of an active boat access card and not current on their dues will have their cards deactivated. Kristie will get that list to Tim.

Tim Richardson brought up the man gate at Sub III boat ramp again and will proceed with getting pricing for a card reader and the cost to install.

NEW BUSINESS: In 2020 the members approved \$35,000 to fix the Sub II boat ramp. The boat ramp has been repaired and the actual cost was \$20,000. This will amount to \$62.50 per owner for a special assessment. A motion was made by Chris Crowell to bill the owners for \$62.50 with a second from Rich Brazzale and approved unanimously. Rich will draft a letter for the members including 4 issues; the moving of the playground equipment, the upcoming proposal of selling the clubhouse/pavilion land, the special assessment amount for the repairing of Sub II boat ramp and the duty of the board to uphold and enforce the deed restrictions.

A motion to adjourn was made by Cecelia Bentz and a 2nd by Chris Crowell. The meeting was adjourned at 10:16am.

Next Regular Meeting – September 16, 2023, at 9 a.m.

