

STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
June 17, 2023

Board Members Present:

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

Admin Assistant:

Kristie Fraga

President Joe Campbell called the Board meeting to order at 9:00 a.m. and established a quorum. Steve Otis, Property owner was present. He expressed his displeasure with some owners that are clearly in violation of the deed restrictions. The board assured him that we are taking measures to get these owners in compliance.

APPROVAL OF MINUTES:

Through email, Rich Brazzale made a motion to accept the May 20, 2023, meeting minutes, a second by Robbie Boulet and approved unanimously.

TREASURER'S REPORT:

The treasurer's report ending 05/31/2023 was presented to the Board. The beginning bank balance on 05/01/23 was \$51,015.26 with credits of \$30,442.01 and expenses of \$9,393.69 leaving an ending bank balance of \$72,063.58. The combined CD balance as of 03/31/23 is \$200,275.50.

The property collections report for 05/31/2023 was presented for approval. The prior maintenance fees still outstanding are \$115,736.23; prior mowing fees still outstanding are \$11,865.00; current maintenance fees assessed for the 2023/2024 balance are \$47,466.47. Assessment fees in reserve \$5,103.46.

A check for \$154 will be mailed to Pro Star Waste to start back up the trash service at the Sub III boat ramp. A check for \$400 was issued to Jeff Currie for plumbing work at the pavilion.

The Board agreed to credit the account of Skylar Ellis for \$50 for a mowing fee that was missed by us upon his purchasing of the property.

Taxes, Annual Audit, Compilation, Auditor Requirements and Year-End Financials: Teresa has sent our info to the CPA.

Certified Final Demand and Settlement Letters: No new letters have been sent; however, Teresa will continue sending letters to owners that owe for past dues/assessment fees.

Liens: 49 current liens in place.

Monthly Payment Plans: None

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

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE: There have been 2 requests for fences. One from Melvin and Lisa Wright on Holiday Lane and the other from Kheng Sek on Hickory Ridge Drive. Both have been approved and a formal letter will be sent. The request for a garage from Owner Amberg on Lake Shore Drive has been approved and a letter will be sent. There was another request for a garage from Owner Burks, Chris still needs some additional information.

MAINTENANCE COMMITTEE: Jeff Currie snaked the lines at the pavilion and cleared the clog. It took him approximately 4 hours. The stairs leading to the playground need to be fixed. Tim will get with Mike Monteleone to find a solution and Robbie Boulet will also contact someone about looking at the stairs. We need to get the Sub II Boat Ramp drainage fixed. There are metal grates in the playground area that need to be taken care of for safety reasons. Gates in Motion need to be called about the pavilion gate, it is currently stuck open.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp:

ASSESSMENT COMMITTEE:

NOMINATING COMMITTEE: Nothing

LITIGATION: None

OLD BUSINESS:

NEW BUSINESS: Tim Richardson brought up the anonymous letter that was received citing multiple deed restriction violations, including the specific restrictions being violated. These will be addressed. Tim also mentioned the issue at the boat ramp with a few owners including [REDACTED]. We are having the gate tampered with, and have a video to prove it, and Tim tried approaching the person but was met with defiance and backed away from the situation. We were also made aware of owners loaning their gate cards to other owners that have not paid their dues. These are violations that the board must decide consequences for since there are none stated in any of the By-Laws, Deed Restrictions or Rules & Regulations.

Tim will be taking measurements to move the playground equipment to the Sub III boat ramp area. We will need to check with the insurance company about having the playground equipment near the water. Joe will go to insurance company and check on this and report back next month.

A motion to adjourn was made by Chris Crowell and a 2nd by Ceceila Bentz. The meeting was adjourned at 10:20am.

Next Regular Meeting – July 15, 2023, at 9 a.m.

