

STEPHENS HILLS PROPERTY OWNERS' ASSOCIATION, INC.
(SHPOA)
BOARD OF DIRECTORS MEETING MINUTES
February 19, 2022

Board Members Present:

Joe Campbell
Rich Brazzale
Joy DeRaimo
Tim Richardson
Chris Crowell

Accountant:

Teresa Eddinger

Admin Asst:

Kristie Fraga

Property Owner Visitor – Steve Otis

President Joe Campbell called the Board meeting to order at 8:59a.m. and established a quorum.

APPROVAL OF MINUTES:

Through email, Rich Brazzale made a motion to accept the January 15th meeting minutes, a second by Tim Richardson and approved unanimously.

TREASURER'S REPORT:

The treasurer's report ending 1/31/2022 was presented to the Board. The beginning bank balance on 01/01/21 was \$59,925.20 with credits of \$4,631.59 and expenses of \$3,703.25, leaving an ending bank balance of \$60,853.54.

The property collections report for 01/31/2022 was presented for approval. The prior maintenance fees still outstanding are \$77,034.53; prior mowing fees still outstanding are \$18,815.00; current maintenance fees assessed for the 2021/2022 balance are \$30,892.00. Assessment fees collected \$37,866.00. There are no upcoming significant expenditures.

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

Certified Final Demand and Settlement Letters: There are approximately 34 property owners who will be receiving their certified letters. The board elected to start with the most recent, past due accounts. Some property owners may be confused thinking they paid their dues when they actually paid the assessment fee.

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 were a few architectural issues brought to the board. The first was property owner [REDACTED], Holiday Shores II Lot [REDACTED], he has submitted plans for a structure that appears to be a metal building, which is not allowed. Chris Crowell will be following up with him this week to discuss his project. The second issue involves a residence already in the process of being built, and being a metal building on Silver Hickory Drive, which has broken many deed restrictions: 1)

There were no plans submitted to the board for approval, 2) The residence is not being built by a qualified home builder, 3) It is a metal structure.

The Architectural Chair, Chris Crowell, will be drafting a letter to e-mail, as well as mail certified to stop building.

There is another property owner who has submitted plans for lot [REDACTED] in Holiday Harbor. The only issue that needs to be clarified is the building material for the outside of the residence. Chris Crowell will address this with the owner.

MAINTENANCE COMMITTEE: A quote was received for cutting down the dead trees around the clubhouse and it was \$3,000. We will need to get some additional quotes. People are still messing with gate at the boat ramp in sub II by throwing towels, shirts etc. over the sensor allowing the gate to stay open.

Mowing Deed Restriction Letters:

Non-Mowing Deed Restriction Letters:

Sub II Boat Ramp:

Sub III Boat Ramp:

ASSESSMENT COMMITTEE: The filling of the pool is approximately 75% complete. We will be getting some bids for playground equipment and sod. C & S offered to haul away the fencing around the basketball court. This fencing was taken down for access to the pool area. A motion was made by Joy DeRaimo to approve the hauling away and a 2nd by Tim Richardson, approved unanimously. We received a preliminary survey from Livingston Survey. A motion was made by Robbie Boulet and a 2nd from Rich Brazzale to approve the preliminary survey. Approved unanimously. The next step will be for TRA to come out and approve the survey and septic placements and they are scheduled to be out the week of 2/21/22. We are on the court docket for March 9th to receive the variance for the septic systems and how many lots we can beak the property in to.

NOMINATING COMMITTEE: There will be 2 open Director spots that will need to be filled at the annual meeting. The President & Vice President are also up for reelection. Current chairpersons need to get their yearly recaps together for the annual newsletter and to Kristie by the end of March. The annual meeting will be May 15th.

LITIGATION: Nothing to report

SMALL CLAIMS:

OLD BUSINESS:

NEW BUSINESS: We were served with a notice from San Jacinto County since we currently have a lien on property owned by Great Southern Mortgage, and they are suing for back taxes. This will be forwarded to our attorney to handle.

A motion to adjourn was made by Robbie Boulet and a 2nd by Tim Richardson. The meeting was adjourned at 10:25am.

Next Regular Meeting – March 19, 2022, at 9 a.m.

