

THE BOARD OF DIRECTORS OF THE SETTLERS PARK HOMEOWNERS ASSOCIATION HELD A BOARD MEETING ON JULY 21, 2020 AT 7:00 PM AT THE COMMUNITY CLUBHOUSE AT 3010 SETTLERS WAY BOULEVARD, SUGAR LAND, TEXAS

Directors present: Bonnie Finnigan, Jill Quinn, Bill Sargent, Claudia Shakespeare. Christi Keller, Association Manager was also present. There were no residents present.

CALL TO ORDER: Director Finnigan called the meeting to order at 7:06 PM confirming quorum and noted Director Decker was out of town and Officer Conley had a schedule conflict.

APPROVAL OF MINUTES: The Minutes of the February Board Meeting were previously approved. There were no other Board meeting minutes to approve.

FINANCIAL REPORT: Keller reported on the June financial statement. Operating cash balance totaled \$298,600.42 and Reserves totaled \$1,115,960.52. \$3,761.41 was collected in assessments. On the expense side the June landscape bill was not paid due to a timing issue, the master association quarterly invoice was paid, substantial power washing was done and a prior unpaid bill for tennis court screens was paid out of reserves.

Regarding Collections, Keller provided a summary of the 7/13/20 Accounts Receivables report previously provided to the Board with a detailed breakdown by category. The Accounts Receivables total is \$23,368.58 with \$9,967.31 of that in assessments and \$9,352.80 in attorney fees and \$1,678.02 on payment plans.

COMMITTEE REPORTS

- Social – no report as Social events cannot take place during COVID19
- Pool & Facilities – Bonnie will order the head restraint for the pool backboard; there is uncertainty as to when FBISD will start classes and that has an affect on the lifeguard schedule for the pool. Pool management and plaster – Keller and Quinn will work on getting plaster and underwater lights bids for possible pool plaster job to be down between August 17 through September 4; pool management company referral interviews for 2021 may be considered and referrals should be sent to Director Quinn.
- Yard of the Month and Landscape – discussion followed about the Settlers Grove monument area needing better maintenance and the problem is that they can't get irrigation to it due to no electricity and that causes excessive weed growth. Quinn suggested for Yard of the Month to have special recognition cards printed up for \$200 for 100 cards and this was approved. Shakespeare suggested continuing Yard of the Month through September since it wasn't done in May and this was also approved.
- Website and Communications – Finnigan is working on the newsletter and updating the website.

UNFINISHED BUSINESS

- a) Brick Wall – Grant Application: Keller reported the grant applications are on hold and she is waiting on an update from the City. She has advised the City that the HOA has the funds and wants to proceed when the City is ready.
- b) Landscape Contract – Finnigan has reviewed the contract for the services, which are the same as they have been in the past, the suggested additions/changes from the HOA attorney and Board input. The contract will be an annual contract to run March 1 through February 28. The areas of maintenance are listed as an Exhibit to the contract. Finnigan recommended that Spring Landscaping contract be approved for an increase for 2021 since there has not been an increase since they started with the HOA. The Board was in agreement and these recommendations and the contract were approved.
- c) Clubhouse cleaning contract – the services are the same but the contract has been updated to specify that the payment will be processed after the service is provided, the service is to be provided on a specific day to coincide with board meeting schedules and the fee for cleaning is \$100 with additional services at \$75. This contract was approved upon motion by Finnigan and seconded by Sargent. It was noted that pool restrooms are not included in this contract and Quinn will check with the Swim Team about whether they will be cleaning them during their use of the pool during September through April.

- d) Clubhouse Rentals – the Board agreed since the question was raised, that during COVID19 there would not be any private clubhouse rentals for parties.

Sargent reported on information he had obtained about City services being offered and affected by COVID19.

NEW BUSINESS

- a) Upon motion made by Finnigan and seconded by Sargent and under authority per Article VIII, Section 4 of the Bylaws, it was unanimously approved that Mike Reichel is appointed to the office of Treasurer for the term of July 2020 to July 2021. It was noted that Decker, although not present at the meeting had indicated she was in favor of this appointment.
- b) Proposed Deed Restriction Fining Policy: the policy was drafted by Manager Keller and sent to the HOA attorney for review and finalization to be compliant with the governing documents and state statute language. Discussion followed regarding time frames, number of letters to be sent before the fine would be assessed, amount of the fine, if the amount of the fine would escalate, etc. It was agreed that the Board wanted the policy to have a first letter, then the 30-day 209 certified letter then the letter assessing the fine along with the escalating fine schedule for the violation not being corrected month after month. The comments will be sent back to the attorney to update the policy. That version will then be published on the website to the membership requesting their feedback and questions for Board consideration and a Board vote at the August Board meeting.

OPEN FORUM: Although there were no residents present the following discussions took place amongst the Board.

- Clubhouse rentals: when rentals open back up the Board should consider increasing the rental fee and the deposit fee as well as developing a check list that the renter goes over at the clubhouse. The fees should be paid a minimum of two weeks before the rental date. There was also a discussion as to options as to who could be available to give the renter access to the clubhouse. Finnigan was going to check with Markel to see if she is interested in that position for opening or closing for rentals.

The Board will not be reconvening into Executive Session at the adjournment of the General Session this evening. With no further business, the meeting properly adjourned at 9:30pm.

APPROVED:



Bonnie Finnigan, President