

**SETTLERS PARK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – REGULAR SESSION
NOVEMBER 19, 2019
MINUTES**

The Board of Directors meeting for Settler's Park Homeowners Association was called to order at 7:05 p.m. Those present were Bonnie Finnigan, Jill Quinn, Bill Sargent, Diane Decker, and Lynn Marticiuc representing the managing agent. Claudia Shakespeare was absent.

GUESTS - Representatives from the City of Sugar Land and their Engineering Department addressed the owners regarding drainage work in the area. It was noted that City Council approved the improvements in 2018 and work begin immediately afterward with approximately 90% of the project complete as of this date. The Engineering Department representative provided detailed information regarding the improvements that are forthcoming involving installation of larger storm sewer lines, water lines and streets on Mesquite, Greenfield, and Sleepy Hollow.

The owners were notified that the crews will be doing the remainder of the project in four different segments, completing one half of the roadway at a time to allow for traffic to go through. It was noted that driveway access in these areas will be interrupted for a few days during construction. Owners were encouraged to be mindful of the traffic signs that will be posted.

Questions were answered with regard to traffic control plans and effects on irrigation systems and trees, noting that some trees will be removed. Additional questions were answered with regard to the time frame and the duration of the project. It was noted that with every section completed, the better the results will be in the event of a serious rain event.

MINUTES/REPORTS

Motion was made, seconded and carried to table approval of the minutes of the October 15, 2019 Board of Directors meeting & Executive Session.

The Financial Report ending October 31, 2019 was reviewed and accepted as presented.

COMMITTEE REPORTS

Social Committee - Kelley Gore briefly discussed the recent Halloween event which was a success, as well as the Christmas event scheduled for December 14th. Santa Claus will be present, and there will be a cookie swap, bingo with prizes, and a possible bounce house. The tentative plan for spring will be another Easter hunt event. Owners were encouraged to become involved.

Pool/Facilities - Jill advised that re-plastering has been postponed for warmer weather, and the algae treatment is scheduled for November 29th. There was no new information to report regarding the lights.

Landscaping - Tabled due to Claudia's absence.

Communications - Bonnie discussed the updates she has made to the "News & Announcements" section which is updated monthly, as well as the "Documents" and "Meetings" section.

BUSINESS

Brick Wall Estimates - This will be discussed during Executive Session. Bonnie gave a brief overview stating that the city requires multiple documents and a substantial amount of information in order to be considered for funding. The Board is working to obtain all of the information to be presented.

TAE Contract - The Board met with the representative of TAE last month who has already given his attention to all of the concerns that were brought up. The contract is currently being updated to reflect the start and end dates for the season.

OPEN FORUM

An owner expressed concern about the lack of response from the Association in returning calls and/or answering emails regarding her assessment account and use of the clubhouse facility. Questions were also asked about liability insurance coverage for the facility, whether or not there is a contract or agreement with the entity using the facility, as well as questions about the increase in fees. The Board agreed to review the existing liability insurance, and informed the owner that the user is required to have their own coverage naming the Association as "additionally insured". The Board also explained that the Association may only increase the assessment fees by 3% annually, and the increase was approved to keep up with the rising costs of doing business and to replenish reserves. Income for the clubhouse was provided, and it was stated that there is a use contract with the individual using the clubhouse.

The Board answered questions from an owner about a home that previously had a garage fire but has not yet been repaired. Management advised that a letter was recently sent out to the owner of the home. The owner also expressed concern about the condition of Mesquite Street, and the Board encouraged them to report it to the city.

The Board answered questions from an owner regarding fence maintenance responsibilities

The Board answered questions from an owner about the realized improvements in collections since being managed by Creative Management Company.

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An owner expressed concern about a landscape crew blowing debris and trash into the streets and down the storm drains while servicing the esplanades. The Board requested that she provide management with the company name on their trucks.

There being no further business, the meeting was adjourned to Executive Session.

Approved

Date