

Teas Lakes POA Board Meeting Minutes

April 13th, 2016

- I. Call to Order:** 6:37 PM; Diane Cook, Bo Arguello, Elizabeth Keithly and JoAnn Caldwell were present as well as Shelly Peterson with IMC.
- A. No residents were present
- II. Proof Of Notice:** Documentation showing notice was posted on the bulletin board, Teas Lakes Neighbors Facebook Page, Teas Lakes POA Facebook Page as well as the website. Email was also blasted to the subscribed homeowners.
- III. Minutes:** From previous meeting were read. Motion to approve minutes was made by Elizabeth and motion was seconded by Bo and approved unanimously.
- IV. Treasure's Report:** March 2016 financials and bank reconciliations were emailed to the Treasurer, Bo, before the meeting for review. A motion was made by Bo to approve the financials as read; the motion was second by Elizabeth and approved unanimously.
- V. Old Business:**
- A. Back Pond North West Erosion Status: In the March 14th meeting it was approved to get bids to fix the erosion. It was decided to go with J.Coleman Construction to fix the erosion in for the amount of \$5,500.00. A motion was made by Elizabeth to approve the bid and amount, the motion was second made by Diane and it was approved unanimously.
- B. Meeting Entrance Signs Status Report: During February 9th meeting it was motioned and approved to purchase 4 double sided signs for the entrance of the neighborhood. We are still currently waiting on the new website to be up and running before the signs are purchased.
- C. Website Build Status Report: The new website (www.teaslakespoa.com) is being built and managed by IMC and should have a rough draft finished for Elizabeth to review. Once Elizabeth has reviewed the draft and any changes have been made and finalized, the website will be published.
- D. Pond Maintenance Contract: During the March 14th meeting it was discussed to look into options to make the Pond more natural looking per the membership survey results. JoAnn reviewed options with Mike Prado, with Hurricane Lake and Fountain, and Mike's recommendation was to stock the ponds with Carp for the amount of \$876.00. He also recommended changing the green/blue dye to a black dye in the back pond only for the amount of \$1,392.00 per year. A motion was made by Elizabeth to approve the recommendations and amounts, the motion was second by Bo and approved unanimously.
- E. 2015 Bylaw Updates (Recorded copies need to be uploaded to website): The state laws changed again in 2015; in order to make sure that Teas Lakes has the most updated documents, the association's attorney, Bryan Fowler, recommended that the Board update their documents to reflect the 2015 law changes. Once they are recorded, they will be sent to IMC and will then be uploaded to the website. A motion was made by Elizabeth to approve the bylaws, the motion was second by JoAnn and they were approved unanimously.
- VI. New Business:**
- A. Review Landscaping Contract Bids Received: The board received three different bids for a new landscaping contract. The board put in a 30 day notice with Sergio's Landscaping which then the contract shall terminate on May 14th. The board did request Alamo Sprinklers & Lawns, Inc to begin their new contract on May 14th, in the amount of \$1,623.75 per month. A motion was made by JoAnn to approve

the contract with Alamo Sprinklers & Lawns, Inc., the motion was second by Diane and it was approved unanimously.

- B. **New Signs (No Trespassing & Resident's Only):** The board discussed putting up new signs at the pond entrances stating "No Trespassing, Teas Lakes Residents Only". It was also discussed to put two signs in at the concrete drainage easement on N. Tarrytown Crossing Drive, one stating "Private Property, No Trespassing" and the other stating "Pond Entrance →, (Oakleaf Hills Circle & Siegen Drive)". The last sign that was discussed would be placed at the intersection of Tarrytown Crossing Drive and Board Crossing in the easement stating "Pond Entrance →, (Oakleaf Hills Circle & Siegen Drive)". The board was going to check with the City of Conroe to verify if the signs could be placed in the easements and if there needed to be a permit for them. The three signs were put on hold until the board heard back from the city. It was motioned by JoAnn to approve the ordering of the two "No Trespassing, Teas Lakes Residents Only" signs, the motion was second by Elizabeth and it was approved unanimously.
- C. **Drainage Easement Solutions:** It was brought to board's attention that residents and kids were using the easement as a pathway/entrance into the pond. The board discussed options of closing the easement with a rod iron fence in order to still allow water to flow through when the pond needed the overflow, but yet to still block off the easement from residents using it as a pathway. Diane was going to get with the City of Conroe to see if we needed a permit and if it would be considered something the City could do or if it was up to the board.
- D. **Welcoming Committee Formation:** The board discussed starting a welcoming committee for the new residents. The committee head chair will be Megan Bennett. The committee will be in charge of welcoming any new residents with an introductory packet that will have information about our neighborhood and local schools and/or businesses. The motion was made by Elizabeth to approve the committee and approve Megan as the committee chair, the motion was second and approved unanimously.

VII. Open Forum:

No residents were present to speak openly.

VII. Adjourn to Executive Session – 7:51 PM:

- A. **ACC Projects:** The board was asked to review one address in which the homeowner was requesting a driveway extension done with bricks. The board agreed that the bricks should not be approved by the ACC Committee in the March 14th meeting. The board agreed if the homeowner wants a driveway extension it must be a permanent concrete structure. The homeowner revised his ACC Application to show a concrete extension instead of the brick. The ACC Committee approved the new application, in which the board agreed.
- B. **Deed Violations/Collection Matters:** Went over deed violation report as well as discussed pending litigations and past due accounts and their status'. The Board asked that IMC assess all late fees on all outstanding balances and to send out the past due statements. The Board voted unanimously to have all pending litigations on past due accounts over \$700.00 be filed in the District Court. The board also decided to have Bryan Fowler send a demand letter to 7801 Mary Kathryn's Crossing, for the violation for the RV in driveway.
- C. **Board Member Positions:** It was approved unanimously that Diane will now be President and Elizabeth with move into Vice President Position.

VIII. Adjourned – 8:30 PM