

FALL CREEK HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS AMENDED MEETING MINUTES
MARCH 10, 2015

A meeting of the Board of Directors for Fall Creek Homeowners Association, Inc. was held on Tuesday, March 10, 2015 at 6:30 p.m. at the Fall Creek Information Center located at 7930 Fall Creek Bend, Humble, TX 77396 pursuant to notice attached, hereto as Exhibit "A".

Board Members Present

Matt Carpenter, President
Jonathan Jones, Secretary
Stephen Kradjian, Treasurer
Charles Huete, Assistant Secretary / Treasurer

Board Members Absent

Jennifer Grillo, Vice President

Guests in Attendance

See attached sign in sheet

Management in Attendance

PCMI- Sarah Hudson, Property Manager

I. CALL TO ORDER:

A quorum was established and Matt Carpenter called the meeting to order at 6:31 p.m.

II. ADOPT AGENDA:

The agenda was adopted unanimously with a motion from Charles Huete and second by Stephen Kradjian.

III. HOMEOWNER CONCERNS / REQUESTS:

1. The board heard various questions and topics of concern
 - i. Requests for baby changing stations in restrooms.
 - ii. Trash / construction complaint in Rose Creek
 - iii. Streetlight request down Airline Bender near Amber Wood at Fall Creek.
 - iv. Standing water issue within Fairway Crossing near Cole Point Drive.
 - v. Erosion concerns along the bayou/creek running northwest/southeast/south that passes under Mesa Drive Neighborhoods that back up to this bayou include: Laurel Oaks, Piney Point, pine Grove, Maple Creek and Wynnewood.
 - vi. Protocol for addressing gate complaints / incidents and how quickly they should be addressed

IV. SECRETARY REPORT – APPROVAL OF MINUTES:

1. February 10, 2014 – Board of Directors Meeting Minutes
 - i. The Board reviewed a draft of the meeting minutes from the February 10, 2014 Board of Directors meeting.
 - a). Motion – Jonathan Jones
 - b). Second - Charles Huete
 - 1). Unanimous approval

RESOLVED, the Board approved the February 10, 2015 Board of Directors Meeting Minutes as presented.

2. Minutes of the 2014 Annual Meeting Members – Review Only
 - i. The Board reviewed a draft of the 2014 Annual Meeting Minutes and accepted as presented. The Board requested PCMI to post the draft of the meeting minutes on the website for view by the members. The Minutes of the 2014 Annual Meeting of Members will be reviewed by the members at the 2015 Annual meeting.

V. TREASURERS REPORT - FINANCIAL REPORT:

1. The Board received the Financial Report for February 2015.
2. Current assets were reported as \$3,724,394.50 with \$3,399,738.06 held in operating and investment accounts, \$324,656.44 held in the reserve fund.
3. Fall Creek HOA Total YTD Income was reported at \$1,945,528.22.
4. Fall Creek HOA Total YTD Expenses were reported at \$243,316.72
5. Fairway Crossing Total YTD Income was reported at \$73,780.40.
6. Fairway Crossing Total TYD Expenses were reported at \$3,053.69
7. Serrano Creek Total YTD Income was reported at \$39,219.20.
8. Serrano Creek Total YTD Income was reported at \$39,219.20
9. Serrano Creek Total TYD Expenses were reported at \$812.64
10. Current assets for Fall Creek Foundation were reported at \$235,845.19
11. Current Total Income for fall Creek Foundation was reported at \$21,915.52.

VI. MANAGEMENT REPORT:

1. The Board received the Management Report for February 2015.

VII. COMMITTEE UPDATES:

1. FOPAWS COMMITTEE:

- i. FOPAWS extended their gratitude to the Board for providing the venue and approval to host the micro-chip clinic on February 28th. FOPAWS successfully chipped twenty-eight (28) pets.

2. SOCIAL EVENTS COMMITTEE:

- i. The Bunny Run registration is in fill force. To date, seventy-five (75) runners have registered which is on par to the participation registration this time last year. The Committee anticipates three hundred (300) runners for the 5K. The Bunny Run will be held on March 28th. The 3-mile will start at 8:30 a.m. and the kids 1-mile will start at 9:30 a.m. There will be a silent auction and all proceeds will go to the FOPAWS Organization.
- ii. The Committee submitted a formal proposal for the proposed wine tasting function. The Board requested PCMI to obtain legal counsel review for Association liability to host a community event wine tasting function. The Board will review the final consideration at the next Board meeting.
- iii. Music in May in underway with five (5) scheduled Fridays in May.
- iv. the Garage Sale Committee secured a roaming bicycle Officer for four (4) hours for the upcoming Spring Community Garage Sale.

3. NEIGHBORHOOD CRIME WATCH COMMITTEE:

- i. Wilson Orr provided a crime report update. The committee will prepare FAQs for the community website along with a homeowner checklist to prepare the home and what to do if something happens.
- ii. The Committee is requesting patrol signage with the County Sergeant.

4. POOL COMMITTEE:

- i. The Pool Committee presented their formal report, attached hereto.

5. COMMITTEE ESTABLISHMENTS:

- i. A draft of Association Committees was presented to the Board for review. The Board adopted the Committees as drafted by the HOA President with the agreement that rules will be included and the Parks Committee will be expanded to the Parks and Facilities Committee. .
 - a). Motion – Stephen Kradjian
 - b). Second – Matt Carpenter
 1. Unanimous approval

RESOLVED, *The Board approved the draft presented by HOA president to adopt Committees with agreement that rules will be adopted and the Parks Committee will be extended to the parks and Facilities Committee.*

VIII. PRIOR BUSINESS:

1. PROPOSALS / CONTRACT RENEWALS

- i. The Board reviewed the bid tabulation and recommendations by the Pool Committee for the selection of the Pool Management Company for Fall Creek. The Board resolved to accept the Pool MSA submitted by Aquatic Advisors at an annual cost of \$140,887.00.
 - a). Motion – Matt Carpenter
 - b). Stephen Kradjian
 - 1). Unanimous approval

RESOLVED, the Board approved the Pool Maintenance Master Service Agreement submitted by Aquatic Advisors at an annual cost of \$140,887.00.

- ii. Review of the 2014 Audit Proposal was tabled to the next scheduled Board meeting.
- iii. The Board reviewed proposals submitted by various contractors for a full roof replacement to the Information Center. The Board accepted the proposal submitted by McKenna Contracting at a cost of \$18,860.00.
 - a). Motion – Stephen Kradjian
 - b). Second – Charles Huete
 - 1). Unanimous approval

RESOLVED, the Board approved the proposal for the full roof replacement at the Fall Creek Information Center submitted by McKenna Contracting at a cost of \$18,860.00. The Board requested that repairs to commence by April 1, 2015.

- iv. The Board reviewed outstanding irrigation repairs for the community and approved to move forward with all outstanding irrigation repairs. Future irrigation repairs will be presented in a formal report to the reviewed by the Board.
- 2. 2012 / 2013 Draft Audit Reports**
- i. The Board agreed to move the discussion of the draft audit reports to Executive Session.
- 3. Greenbelt usage – Rustling Oaks**
- i. After careful review and consideration, the Board agreed to revert the bark park back to its original design as a greenbelt where all dogs must be leashed. The signage must be removed immediately, and new park signs installed with the same park verbiage, to include that all pets must be leashed at all times.
 - iii. The Board is continuing to review other feasible locations to sanction an official bark park.
- 4. Pool Maintenance / Pool Furniture / Pool Access**
- i. All items pertaining to pool maintenance / furniture / access were tabled to the next Board meeting. The Pool Committee will work with Aquatic Advisors to develop a scope for relocating the crepe myrtles at Pool II.
- 5. Fall Creek HOA Official Website**
- i. The Board heard a presentation by Chelsea Oliveri on enhancements to the www.fallcreeklife.com website. The Board approved to move forward with all recommendations except discontinuing the Newsletter publication.
 - ii. The Board approved up to \$5,000.00 to increase the website storage and additional emails slots if needed to order to perform the enhancement.
 - iii. Evie Granville volunteered to assist with the implementation.

IX. NEW BUSINESS:

- 1. The Board ratified the following expenditures that occurred after the previous Board meeting:
 - i. Alpha-Omega plumbing repairs – replace water heater in building – Total estimate \$1,200.00

2. Proposals / Contract Renewals:

- i. Fairway Creek / Serrano Creek – Telephone Entry System Replacement
Fairway Crossing Total \$3,759.52
Serrano Creek Total \$3,759.52
Resident credentials will not change with the upgrade.
The Board approved replacement of the telephone entry system.
 - a). Motion – Stephen Kradjian
 - b). Second - – Charles Huete
 - 1). Unanimous approval

RESOLVED, *The Board approved the upgrade of the telephone entry system at Serrano Creek for a cost of \$4,759.52 and Fairway Crossing at a cost of \$3,759.52.*

- ii. 2015 Preventive Maintenance Contract – Marathon Fitness (Fitness Center Equipment)
Quarterly cost of \$300.00, Annual cost of \$1,200.00
 - a). Motion – Matt Carpenter
 - b). Second – Jonathan Jones
 - 1). Unanimous approval

RESOLVED, *the Board approved the 2015 Annual Preventative Maintenance Contract submitted by marathon Fitness for maintenance of the fitness equipment, performed quarterly at an annual cost of \$1,200.00*

- iii. The Board agreed to table review of the chain link fence repairs at the easement until additional proposals are obtained. Furthermore, the maintenance responsibility of this fence is under review as well.
- iv. The Board reviewed costs to relocate the Association files to the offsite storage facility at Cube Storage. Veritrust will relocate twenty-three (23) boxes for \$122.88. There are fourteen (14) additional boxes stored at PCMI that will be relocated at no additional charge to the Association.

3. Fairway Crossing – Gate Closure:

- i. PCMI will work with ICSH to close the gates on Tuesday, March 17th. All old contractor codes will be removed from the system. Residents will work directly with PCMI to receive updates and send out notification of the gate closures and how to update their directory information.

4. Foundation Board Establishment

- i. Transfer of Board membership is currently under review with Johnson Development.

5. Banking Relations- TCB & Strongroom Charges

- i. Texas Capital Bank (parent company for Association Capital Bank – fall Creek HOA/Foundation banking relations) will no longer cover the cost of Strongroom Solutions (online bill pay service for HOA payables) effective June 1, 2015. The Board has requested to meet with other recommended banks in April to discuss future banking relations.

6. The Board approved the installation of changing tables in the park pavilion due to recent resident concerns

- a). Motion – Matt Carpenter
- b). Second – Jonathan Jones
- 1). Unanimous approval

RESOLVED, *the Board approved the installation of the baby changing tables at the park pavilion.*

EXECUTIVE SESSION

A motion was made by Charles Huete and second by Stephen Kradjian to enter into Executive Session at 10:09 p.m. Upon adjourning from Executive Session at 10:37 p.m. the Board reported the following items which were decided or resolved during Executive Session.

X. ONSITE STAFFING RESPONSIBILITIES

The Board tabled review of the onsite staffing responsibilities until the next scheduled Board meeting.

XI. ARCHITECTURAL VARIANCE REVIEW

The Board reviewed an architectural variance for solar panels. Given the current policy in place regarding the prohibition of solar panels during the development period, the Board cannot approve such a variance.

XII. MAINTENANCE FEE COLLECTION STATUS UPDATE

The Board adopted a policy for review of waiver requests.

The Board approved one (1) payment and one (1) settlement, both at the attorney's office for maintenance fee collection. The Board agreed to waive the initial demand letter charges for homeowners that pay their account in full within sixty (60) days of the account becoming delinquent.

- a). Motion – Charles Huete
- b). Second – Matt Carpenter
 - 1). Unanimous approval

RESOLVED, the Board approved the waive of demand letters fees to homeowners that pay their assessment account in full within sixty (60) days of the account becoming delinquent.

XIII. LITIGATION COMMITTEE

The Board resolved to remove the existing members of the Litigation Committee, Rusty Campbell and Fred Scibuola and appoint Matt carpenter and Jennifer Grillo as new members of the Litigation Committee.

IX. DOG PARK CONVERSION

The Board decided the dog park will be reverted to community greenbelt where all leash laws and standard rules will apply.

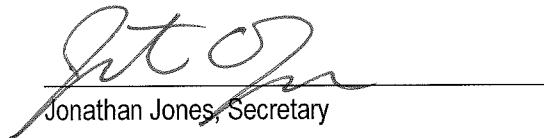
- a). Motion – Charles Huete
- b). Second – Matt Carpenter
- c). Abstain – Stephen Kradjian

RESOLVED, the Board approved the dog park to be reverted back to greenbelt where all standard rules and leash laws will apply.

X. ADJOURNMENT:

The next scheduled Board Meeting will be held Tuesday, April 7, 2015 at 6:00 p.m. at the Fall Creek Information Center located at 7930 Fall Creek Bend, Humble, TX 77396

With no further business to discuss, the meeting was adjourned at 10:37 p.m.


Jonathan Jones, Secretary