

**FALL CREEK HOMEOWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**May 12, 2015**

A meeting of the Board of Directors for Fall Creek Homeowners Association, Inc. was held on Tuesday, May 12, 2015 at 6:00pm 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  
Jennifer Grillo, Vice President  
Jonathan Jones, Secretary  
Stephen Kradjian, Treasurer  
Charles Huete, Assistant Secretary / Treasurer

**Board Members Absent**

**Guests in Attendance**

*See attached sign-in register*

**PCMI**

Robin Gard  
Peter Freedman

**I. CALL TO ORDER:**

A quorum was established and Matt Carpenter called the meeting to order at 6:00 p.m.

**II. ADOPT AGENDA**

The agenda was adopted unanimously with a motion from Matt Carpenter and second by Jennifer Grillo.

**III. HOMEOWNER CONCERNS / REQUESTS**

1. The board heard various questions and topics of concern
  - i. Homeowner appealed to ARC decision for denial for installation of solar panels. The Board deferred to Executive Session.
  - ii. Requests for information on location of dog park.
  - iii. Inquiry of financial reports and what will be posted to the website
  - iv. Key components to be considered for tennis court committee
  - v. Cleaning of mailboxes
  - vi. Requests of how residents will be notified of audit results

**IV. SECRETARY REPORT - APPROVAL OF MINUTES:**

1. APRIL 7, 2015 BOARD OF DIRECTORS MEETING MINUTES

- i. The board reviewed a draft of the meeting minutes from the April 7, 2015, Board of Directors Meeting.
  - a) Motion – Matt Carpenter
  - b) Second – Jonathan Jones

(1) Unanimous approval with requested revisions

**RESOLVED**, the board approved the April 7, 2015 Board of Directors Meeting Minutes with revisions.

**V. TREASURER REPORT – FINANCIAL REPORT**

1. The board received the financial report for April 2015.
2. Current assets were reported as \$3,584,529.88 with \$3,259,800.72 held in operating and investment accounts, \$324,729.16 held in the reserve fund.
3. Fall Creek HOA Total YTD Income was reported at \$2,115,647.42.
4. Fall Creek HOA Total YTD expenses were reported at \$293,473.31.
5. Fairway Crossing Income Total YTD was reported at \$82,180.40.
6. Fairway Crossing Total YTD expenses was reported at \$4,911.40.
7. Serrano Creek Income Total YTD was reported at \$46,424.00.
8. Serrano Creek Total YTD expenses were reported at \$1,560.33.
9. Current assets for Fall Creek Foundation were reported at \$244,982.47 with YTD income at \$37801.50.

**VI. MANAGEMENT REPORT**

1. The board received the Management Report for April 2015. Peter Freedman, Director of Property Management with PCMI introduced himself to the Board and offered assistance with financial reporting. Robin Gard, Property Manager, gave an update on the 2012-2013 final audit.

**VII. COMMITTEE UPDATES.**

1. SOCIAL EVENTS COMMITTEE

- i. Jennifer Grill gave an update on the Music in May event scheduled each Friday in May.
- ii. Jennifer Grillo confirmed the Wine Tasting Event has been moved to a resident's home to eliminate liability for the Association. Details will be posted at a later date..
- iii. Jennifer also confirmed a good attendance for the Garage sale.

2. NEIGHBORHOOD WATCH COMMITTEE

- i. Crime Watch Committee reported (3) break-ins since the March meeting, however the committee is still waiting on details from the Sheriff's Department.
- ii. The Board requested comparison information for neighboring communities.
- iii. The committee will also be investigating alternate avenues for collecting crime data.
- iv. Board Vice President, Jennifer Grillo will follow up with the water district attorney to define shared expenses for patrol.

3. POOL COMMITTEE

- i. The pool committee presented report on Aquatic Advisors, repairs and improvements that were approved in prior meeting.
- ii. The committee also requested approval for a new life jacket rack and additional life jackets. The Board approved expenditures unanimously.
- iii. The committee will request visibility of cost from pool provider for materials and labor.
- iv. Homeowners must be in good standing with Association to be permitted to use facilities.

a). Motion – Stephen Kradjian

b). Second – Jennifer Grillo

1). Unanimous approval

**RESOLVED**, the board approved the denial of privileges to any homeowner whose account is not in good standing with the Association.

4. WEBSITE COMMITTEE

- i. The Board requested that Evie Granville be present at the June Homeowners Meeting.
- ii. The Board will provide additional information for the website.
- iii. Jonathan Jones suggested at IT platform and Share Point for monthly meetings. Peter Freedman, of PCMI offered to review options that could be offered by the management company.

5. LANDSCAPE COMMITTEE

- i. The committee chair reported on approved irrigation repairs and have coordinated with landscaper. Committee will over see these repairs..

- ii. Relocation of crepe myrtles at pool #2-

a) Motion – Matt Carpenter

b) Second – Jennier Grillo

(1). Unanimous approval

**RESOLVED**, the Board approved the proposal submitted by Shooter Lindsey to relocate the crepe myrtles at pool #2.

- iii. The Board approved the Landscape Committee to approve repairs up to \$5,000 without Board approval.

a). Motion – Charles Huete

b). Second – Jennifer Grillo

(1). Unanimous approval

**RESOLVED**, the board approved expenditures up to \$2,000 for the Landscape Committee without Board approval

- iv. The Board approved to accept the drainage repair proposal of \$3,497.

a). Motion – Stephen Kradjian

b). Second – Charles Huete

(1). Unanimous approval

**RESOLVED**, the Board approved the drainage repair proposal in the amount of \$3,497.00.

**VIII. PRIOR BUSINESS**

1. Proposals / Contract Renewals
  - i. Irrigation repairs were approved and have been coordinated by landscaping Committee.
2. 2014 Final Audit
  - i. PCMI reported that the 2012-2013 audit are being finalized and 2014 will be presented in the near future.
3. Pool Business
  - i. Pool Rules Approved - Signs Ordered
  - ii. Pool Tables / Chairs Approved – ordered
  - iii. Pool repairs & Improvements Approved
  - iv. Pool ID Card System Approved – Ordered

All pool related items discussed in prior business have been approved and resolved.

**IX. NEW BUSINESS**

1. The board ratified with unanimous written consent to allow for the purchase of life jackets in the amount of \$618.90.
  - a). Motion – Matt Carpenter
  - b). Second – Stephen Kradjian

**RESOLVED**, the Board approved the purchase of life jackets in the amount of \$618.90.
2. Proposals / Contract Renewals
  - i. Pool Snack Vending -The Board requested that Anita obtain bids to replenish the snacks and replace the current vending machines.
  - ii. Pool #2 Crepe Myrtle relocation – resolved
3. Repairs & Maintenance – Discussion on Expenditures
  - i. Fencing & Gate Concern / Trespass Signs
    - a). Motion – Jennifer Grillo
    - b). Second – Matt Carpenter

**RESOLVED**, the Board approved the purchase of (2) signs to be placed near Amberwood to announce the area being patrolled by Adrian Garcia HSCO and No Trespassing.
4. Creation of Tennis Court Committee
  - a). Motion – Jennifer Grillo
  - b). Second – Charles Huete

**RESOLVED**, the Board approved the organization of a Tennis Committee.
5. Deputy for School Traffic
  - a). Motion – Jennifer Grillo
  - b). Second – Stephen Kradjian

**RESOLVED**, the Board approved (1) HSCO to direct traffic in rush hour (7:30am to 8:15am) at Redstone Bend to assist with traffic flow. Jennifer offered that the PTO would provide partial funding for patrol.
6. Fitness Center Hours / Renovation
  - i. Fitness Center Hours
    - a). Motion – Charles Huete
    - b). Second – Stephen Kradjian

**RESOLVED**, the Board approved extended Fitness Center hours from 4am to 11pm.
  - ii. Fitness Center Renovation – Deferred
7. Information Center Rental – Deferred
8. ARC Committee
  - i). Front yard trees (Oak Hollow & Maple Creek) – the Board requested that PCMI verify the guidelines for yard and street trees.
9. AV Equipment addition to Conference Room
  - i). Jonathan Jones presented to the Board options for providing a projector for monthly meetings. It was suggested by the Board that PCMI obtain bids for mainframe under the direction of the scope to be provided by Jonathan Jones.

A motion was made by Matt Carpenter and second by Charles Huete to enter executive session at 9:35 p.m. Upon adjourning from executive session at 10:15 p.m. the board reported the following items which were decided or resolved during executive session.

**X. MAINTENANCE FEE / COLLECTION STATUS REPORT**

The board reviewed the delinquency report and attorney status report and offered (2) options for a payment plan and requested that PCMI obtain proof of claim amounts for (1) bankruptcy.

**XI. DEED RESTRICTION VIOLATION REPORT**

The board reviewed the compliance report as presented by PCMI.

Upon review of the delinquency Report, the Board made the decision to waive all small balance of \$50 and less.

- a). Motion – Charles Huete
- b). Second – Stephen Kradjian
- (1). Unanimous approval

**RESOLVED,** *the Board made the decision to waive all small balance of \$50 and less on assessment accounts.*


**XII. SET DATE / TIME NEXT BOARD MEETING**

Board of Directors Meeting – Tuesday, June 9, 2015

**ADJOURNMENT:**

The next scheduled Board Meeting is to be held on Tuesday, June 9, 2015 at 6:00pm at the Fall Creek Information Center located at 7930 Fall Creek Bend Humble, Texas 77396.

There being no further business to discuss, the meeting was adjourned at 10:15 p.m.

  
Jonathan Jones, Secretary