

**FALL CREEK HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS AMENDED MEETING MINUTES
September 8, 2015**

A meeting of the Board of Directors for Fall Creek Homeowners Association, Inc. was held on Tuesday, September 8, 2015 5:30 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
Jennifer Grillo – Vice President
Jonathan Jones, Secretary
Stephen Kradjian, Treasurer

Board Members Absent

Charles Huete – Assistant Secretary/Treasurer

Guests in Attendance

Sipra Boyd, Association Legal Counsel
See Sign in Sheet

Management Present

PCMI – Robin Gard, Property Manager
PCMI - Peter Freedman

EXECUTIVE SESSION

CALL TO ORDER:

A quorum was established and Matt Carpenter called the Executive Session to order at 5:35 pm

I. Collection Policy:

- i. The Board motioned to develop a new delinquency / collection policy..
 - a). Motion – Stephen Kradjian
 - b). Second – Matt Carpenter
 - 1). Unanimous approval

RESOLVED, the board approved a delinquency / collection policy to be implemented by PCMI.

- ii. The Board motioned for all files that need to be pursued legally to be turned over to RMWBH.
 - a). Motion – Stephen Kradjian
 - b). Second – Matt Carpenter
 - 1). Unanimous approval

RESOLVED, the Board approved RMWBH as new attorney for Fall Creek HOA.

II. Deed Restriction Violation Report:

- i. PCMI submitted the Compliance report of September 3, 2015 to the Board for review. There were no actions to be approved at this time.

OPEN SESSION

I. CONFIRM QUORUM and call meeting to order

- i. Matt Carpenter, President called the Open Session to order at 7:04pm.

II. ADOPT AGENDA

- i. With a motion by Stephen Kradjian, and second by Jonathan Jones, the agenda was adopted unanimously.

III. HOMEOWNER CONCERNS / REQUEST

- i. A homeowner requested that trash collection be rescheduled due to the Community Garage Sale.
- ii. The Board approved Garage Sale reimbursements to Matt Carpenter not to exceed \$200.00
- iii. Jennifer Grillo offered to contact the HCSO for security during the Garage Sale.

- iv. A homeowner requested additional time to review tree options and requirements. The Board agreed to allow two (2) months for homeowner to review due to allergies.
- v. A homeowner addressed the HSCO officers and presented a token of appreciation.
- vi. A homeowner address a letter to the Harris County Flood Control District regarding erosion issues. The Board is currently working on a solution with the district.
- vii. A homeowner addressed the signage that was added to the gated sections and requested that it be removed and replaced outside of the gates on a post.
- viii. A homeowner addressed the process for interviewing tennis coaches.
- ix. A homeowner presents concerns about the lots in east Fall Creek not being mowed on a regular schedule.
- x. A homeowner advised the Board of vehicles parked in east Fall Creek for several days without any movement. It was also suggested that sidewalks and street in east Fall Creek be addressed.
- x. A homeowner addressed the Board with concerns regarding a neighbor that was disturbed by their barking dog. The Board offered a solution to crate the dog to avoid excessive barking.

IV. COMMITTEE REPORTS

- i. Website – No report
- ii. Tennis Committee – The Committee reported on repairs that have been completed and tennis court rules that were adopted and recorded. There is a hold on changing the tennis court code and shade cover are on order. The Committee turned in their budget items of \$5000.00.
- iii. Social Events Committee – Jennifer Grillo reported the next scheduled event will be the outdoor movie. On October 10, 2015 the Gumbo/Zydeco Cook Off will be held at the ballfield.
- iv. Crime Watch Committee – The Committee Chair reported on crime statistics. It was reported that it has been 132 days since the last home breakin. It was requested that PCMI submit the amount of the HCSO patrol Contract that has been paid to date and any outstanding balances for both contracts to WCID 96.
- v. Landscape Committee – Carol Deed discussed the landscaping proposal for the TP Board in the amount of \$417 that was omitted from the original Board approval. The Board approved the additional expense.
 - a). Motion – Stephen Kradjian
 - b). Second – Matt Carpenter
 - 1). Unanimous approval

RESOLVED, the Board approved the TP Board in the amount of \$417.00 submitted by Shooter & Lindsey.

The Committee has requested twenty-five (25) volunteers from each village to assist with Yard of the Season The Board motioned that a variance be permitted to the landscaping requirements for a street tree designated in the ARC Guidelines. Should residents decide to, they are permitted to move the tree at their expense and donate back to the Association.

- a). Motion – Matt Carpenter
- b). Second – Stephen Kradjian
 - 1). Unanimous approval

RESOLVED, the Board agreed to allow a variance to the landscaping requirements and permit homeowners to move street trees at their expense and donate to Association.

The drainage at the playground was deferred until a proposal may be obtained.

- vi. Pool Committee- Jonathan Jones reported that the backwash valve had been ordered and clocks have been installed. He offered repair/replacement updates for pool 1 and pool 2. It was requested that PCMI have the dumpster at pool 2 picked up on November 1st and request delivery at Jonathan's request when pool season begins in 2016.

V. SECRETARY REPORT

- i. Board of Directors Meeting Minutes – The Board approved the meeting minutes submitted by PCMI in the following manner:

August 11, 2015
Amended Minutes of March 10, 2015
Second Amendment to Minutes of April 7, 2015
May 12, 2015
June 9, 2015
July 14, 2015

a). Motion – Stephen Kradjian
b). Second – Jonathan Jones
c). Opposed – Jennifer Grillo
1). Motion carried

RESOLVED, the Board approved the minutes submitted by PCMI as written.

VI. TREASURER'S REPORT

- i. PCMI submitted the Financial Report of August 31, 2015 to the Board for review with explanations for expense allocations.
- Current Assets: \$2,830,208.32
Operating and Investments Account Totals: \$2,505,329.46
Operating Reserve Funds: \$324,879.36
HOA YTD Income: \$2,386,463.77
HOA YTD Expenses: \$1,527,274.59
Fairway Crossing YTD Income: \$90,764.37
Fairway Crossing YTD Expenses: \$22,956.84
Serrano Creek YTD Income: \$49,638.40
Serrano Creek YTD Expenses: \$15,238.70
Foundation Assets / Liabilities: \$329,208.91
- ii. It was determined that Peter Freedman of PCMI and Stephen Kradjian would review and discuss the draft of the 2016 budget. It was requested that PCMI provide a listing of all contracts and expiration dates to the Board for review.
- iii. Peter Freedman offered an explanation of the Reserve Study and financial status. Jennifer Grillo requested that the Reserve Study be added to the website for homeowner review.
- iv. A 2016 budget meeting was scheduled for Tuesday, September 29th at 6pm for review and consideration.

VII. MANAGEMENT REPORT

- i. PCMI submitted the Managers report of August 31, 2015 that included twenty-three (23) new homeowners.
- ii. PCMI obtained proposals from ICSH for gate battery backups totaling \$4,483.72 which were approved by the Board.

a). Motion – Matt Carpenter
b). Second- Jennifer Grillo
1). Unanimous approval

RESOLVED, the Board approved the battery backups for Fairway Crossing and Serrano Creek in the amount of \$4,483.72 submitted by ICSH.

- iii. PCMI offered information collected for the accidents of June 11, 2015 and June 14, 2015. Legal charges will be filed with the HC DA's office once all information is collected.

VIII. PRIOR BUSINESS

- i. Elementary School Pedestrian Gate- Jennifer Grillo reported that she and Matt Carpenter met with the Principal and Vice Principal of the elementary school regarding the parking and traffic issues. The Principal offered to bring the matter before the school Board and report back to the Board of Directors. Suggestions of signage and back pack tags were discussed as resolutions.

- ii. HCFCD Request for maintenance – TROE Request – Matt Carpenter offered an explanation to correct erosion submitted by the Flood Control District. The Board approved the temporary Right of easement (TROE) submitted by the District.
 - a). Motion – Matt Carpenter
 - b). Second – Stephen Kradjian
 - 1). Unanimous approval

RESOLVED, the Board approved the TROE submitted by the District.
- iii. Matt Carpenter suggested a letter be sent to notify all Wynnewood residents of the right of entry.
- iv. The Board approved the motion to remove a tree in P133 not to exceed \$3,000.00.
 - a). Motion – Matt Carpenter
 - b). Second – Stephen Kradjian
 - 1). Unanimous approval

RESOLVED, the Board approved the removal of a tree in p133 not to exceed the expense of \$3,000.00.
- v. Playground Re-surfacing – the Landscape Committee reported that the playground re-surfacing has been completed.
- vi. HVAC at Information Center – Anita Nunez reported that the new a/c has been installed at the Information Center. It was suggested by the contractor that two (2) additional vents be installed to add to the air flow. There is no additional charge for the extra vents.
- vii. Access Control – Jonathan Jones reported that the access control will be installed once the server has arrived.
- viii. Serrano Creek Pedestrian gate repair – PCMI reported that Houston Fence has scheduled the repair and Robin Gard will follow up on status.

IX. NEW BUSINESS

- i. Redstone View Drive – Matt reported on the Cost Sharing Agreement provided by Houston Golf Association.
- ii. Stray Dogs – Anita Nunez reported a trap has been obtained to eliminate stray dogs in the community. An agreement with HC Environmental Services was presented. It was agreed by the Board that if the trap is damaged the expense to replace would fall upon the Association.
- iii. The Board approved the proposal submitted by Empire Electric in the amount of \$4,313.00 for repairs to the lighting discovered during the night inspection.
 - a). Motion – Stephen Kradjian
 - b). Second – Jennifer Grillo
 - 1). Unanimous approval

RESOLVED, the Board approved the lighting repairs in the amount of \$4,313.00 submitted by Empire Electric.

X. ADJOURNMENT

- i. With no further business to discuss, the meeting was adjourned at 9:55 P.M. so that the Board could return to Executive Session.
- ii. Executive Session was adjourned at 10:26 P.M.



Jonathan Jones, Secretary