

FALL CREEK HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS AMENDED MEETING MINUTES
February 9, 2016

A meeting of the Board of Directors for Fall Creek Homeowners Association, Inc. was held on Tuesday, February 9, 2016 at 5:30 p.m. at the Fall Creek Information Center located at 7930 Fall Creek Bend, Humble, TX 77396 pursuant to documents.

Board Members Present

Matt Carpenter, President
Jennifer Grillo – Vice President
Jonathan Jones, Secretary
Stephen Kradjian, Treasurer
Hunter Montgomery, Assistant Treasurer

Management Present

Spectrum – David Wilkinson, Division President
Spectrum – Jennifer Roberson, Client Relations Manager
Spectrum - Tammy McMillan, Community Manager
Anita Nunez, Assistant Property Manager

Attorney Present

RMWBH – Sipra Boyd

EXECUTIVE SESSION

CALL TO ORDER:

A quorum was established and Matt Carpenter called the Executive Session to order at 5:40 pm

- I. **Secretary of State Filings:** Matt Carpenter would like to be sure the Association is current with all the required filings with the Secretary of State.
- II. **Drill Site:** Homeowners have expressed concerns regarding the noise stemming from the drill site located within 100 feet of a section of homes in Fall Creek.
- III. **Maintenance Fee Collection / Status Report:** According to Delinquent Reports provided by PCMI approximately 80% of the homeowners have paid their 2016 Assessments on or before January 31, 2016. In accordance with the Collection Policy, homeowners who have not paid by January 31, 2016 will receive a reminder notice on or before February 15, 2016.
- IV. RMWBH is filing a motion for relief on one of the foreclosed homes. The Tenant has filed bankruptcy and has not signed the lease offered by the Association to date. RMWBH will make one final attempt to execute the lease.

The Board noted several Builder Assessments are still due and requested contact be made with the appropriate Builders to obtain status on payment. The Board motioned to waive all homeowner balances under \$25.00 and send statements to homeowners with a credit balance in excess of \$1.95.

Motioned - Matt Carpenter

Second – Stephen Kradjian

Unanimous approval

RESOLVED, the Board approved for the waiver of all balances under \$25.00 and to send statements to homeowners with a credit balance in excess of \$1.95.

- V. **Deed Restriction Violation Report/Homeowner Issues:** The Board is concerned about the inconsistency of deed restriction violations reported and enforced by PCMI and would prefer to reduce violations through communication and education of homeowners.

Autumn Falls Homeowner requested a hearing before the Board. Matt Carpenter contacted the Homeowner and resolved the issue satisfactorily without a hearing.

Serrano Creek Homeowner reported deed restriction violations and expressed concerns about an ACC approval allowing an Owner to erect a privacy fence on his property at/near the Golf Course/Easement. Spectrum was asked to contact with the Owner to ensure his issues were discussed and resolved.

VI. **Management Directives:** The Board would like Spectrum to provide the following;

A Proforma budget for costs relating to the transition of management of the Association prior to the contract start date.

Suggestions to shorten meetings with an emphasis on more results driven meetings.

A General Ledger Report to the Board on a weekly basis.

Stephen Kradjian motioned to provide Spectrum Association Management the authority to approve regular and contract invoices up to \$5000.00.

Motioned - Stephen Kradjian

Second – Matt Carpenter

Unanimous approval

RESOLVED, the Board approved providing Spectrum Association Management the authority to approve regular and contract invoices up to \$5000.00.

The Board reviewed Aquatic Advisors proposal to replace the water heaters at \$2400.00.

Matt Carpenter motioned to approve the Aquatic Advisors proposal to replace the water heaters at the pools for \$2400.00.

Motioned – Matt Carpenter

Seconded – Stephen Kradjian

Unanimous Approval.

RESOLVED, the Board approved the Aquatic Advisors proposal to replace the water heaters at the pools for \$2400.00.

There being no other business, a motion was made, seconded and approved to adjourn. The executive session meeting adjourned at 7:00 P.M.

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Matt Carpenter reviewed items that were discussed during Executive Session to homeowners present. Mr. Carpenter announced the Board's decision to hire Spectrum Association Management effective March 1, 2016.

OPEN SESSION

CONFIRM QUORUM

Matt Carpenter called the Open Session to order at 7:07 pm with all Board members present.

- I. **Introduction of Spectrum Association Management Team:** David Wilkinson, Spectrum Division President introduced team members Jennifer Roberson, Client Relations Manager and Tammy McMillan, Community Manager. The contract between Fall Creek and PCMI was terminated effective February 29, 2016. Spectrum Association Management will work with PCMI to transition management of the Association to Spectrum beginning March 1, 2016.

The Board motioned to ratify the decision change Association Management Companies from PCMI to Spectrum.

Motioned - Matt Carpenter

Second – Stephen Kradjian

Unanimous approval

RESOLVED, the Board approved Spectrum Association Management as the Association Management Company.

II. **HOMEOWNER CONCERNS / REQUESTS:**

Lone Star Animal Recovery has made repeated attempts to remove stray dogs from the community but has not been able to do so as of this meeting.

Dog Stations are needed throughout the community. Spectrum will work with the Landscape Committee and Shooter and Lindsey for locations and provide the cost to the Board for the installation of the stations.

A Serrano Creek Homeowner expressed concerns over an ACC approval allowing an Owner to erect a privacy fence on his property at/near the Golf Course/Easement. He also feels there is a lack of attention and enforcement of deed restrictions in Serrano. Spectrum will contact the Owner directly to assist with these issues.

Requests have been made of the Board to allow advertising on the Fall Creek website. The Board will consider and put on the March Meeting Agenda.

An Owner discussed his concerns for sidewalks throughout the community and inquired if any financial consideration was given in the reserve study. Matt Carpenter stated Harris County is not responsible for the maintenance of the sidewalks in front of homes and they are homeowner responsibility. Mr. Carpenter also mentioned the Board approved removal of the trees at the Owners expense and will approve the expense to have Shooter and Lindsey for replant street trees in the community. The Owner wants specific information regarding this tree removal plan posted on the website to inform homeowners.

Randy Risher presented a proposal to manage the fitness center. The Board would like to have Spectrum research the current contract and provide suggestions for the best plan to keep the fitness center in top condition.

III. **COMMITTEE REPORTS:**

Website – The Board will consider approving advertisers on the Fall Creek website and provide decision at the March meeting.

Tennis Committee – The committee discussed issues with the current reservation system. Evie Granville, Website Chair is assisting with the research on new reservation systems and will provide the Board with conclusions. The Committee would like to install dividers between the courts as a safety feature.

ACTION: Spectrum will provide options and/or proposals to install dividers between the tennis courts.

Social Events Committee – Jennifer Grillo reported that FOPAWS will help organize the Bunny Run at the Information Center. There are two bands selected for the Music in May event.

Crime Watch Committee – Wilson Orr, Committee Chair reported on crime statistics. There will now be a two week notice provided when a deputy submits for vacation leave in order to replace them during their leave. Communication was the reason for the delay in reporting an incident in December. April 23rd has been selected as the date for Fall Creek Block Party Day. The event needs to be advertised on the website and put on the community calendar.

Landscape Committee – The frontage road landscape maintenance is not satisfactory. Carol reported that Tom with Shooter and Lindsey would like to walk the area with a Board Member and a representative from Spectrum Association Management. Several commercial properties East of Wilson Road do not have a POA but would like to contribute to the cost to improve and maintain the landscaping along the frontage road. In addition, the Board believes the Wilson Road repairs should include landscape restoration.

ACTION: Review contract to confirm if restoration costs will be complete after repairs are complete.

The Board reviewed various landscape proposals and motioned to approve the proposal to remove a tree that presents a safety issue on Mesa Road from Shooter and Lindsey.

Motion – Stephen Kradjian

Second – Hunter Montgomery

Unanimous approval

ACTION: Dog Stations are needed throughout the community. Spectrum will work with the Landscape Committee and Shooter and Lindsey for locations and provide the cost to the Board for the installation of the stations.

Pool Committee- Jonathan Jones provided updates on pool improvements on behalf of the committee. The Association is disputing charges for “extras” on invoices from Aquatic Advisors in 2015. The contract renews in March 2016 at which time the Board would like to consider renegotiating the contract.

Matt Carpenter motioned to pay the overages to Aquatic Advisors for 2015 and renegotiate the contract in March 2016.

Motion – Matt Carpenter

Second – Stephen Kradjian

Unanimous approval

Gate Committee – ICS has not been responding. An update on the status of repairs and training on the programming of the access entry system needs to be provided. The safety and ground loops and 911 access devices need to be inspected.

ACTION: Spectrum will contact ICS for a status of repairs and confirm training dates/times. In addition, remotes will be ordered to replace those that were recently programmed and provided by PCMI.

IV. SECRETARY REPORT

Secretary Jonathan Jones reported that the Organizational and January 12th meeting minutes have not been approved.

Stephen Kradjian moved to approve the Organizational Meeting Minutes and the January 12, 2016 Meeting Minutes.

Motion- Stephen Kradjian

Second-Hunter Montgomery

Unanimous approval

V. TREASURER'S REPORT

Treasurer Stephen Kradjian reported the Board received the financials shortly before the meeting from PCMI in order to provide a comprehensive review but there appeared to be no issues with the reports. Mr. Kradjian reported that approximately 80% of the Homeowners have paid 2016 assessments.

VI. MANAGEMENT REPORT

The Board was not provided the standard Management Report for prior to the meeting by PCMI.

VII. PRIOR BUSINESS:

Request for proposal to mow commercial areas along Beltway 8- Spectrum will follow up on commercial area mow.

Update on removal of builder signs-Spectrum will provide options/suggestions to Board for review.

FenceCrete inspection proposal for repairs to perimeter wall - Spectrum will manage the process and proposal.

Access Control System updates-Spectrum will review the rollout plan and provide recommendations.

Fall Creek Section 21. Tabled.

VIII. NEW BUSINESS:

The Board discussed the removal of builder/directional sign due to its poor state. The Board would like Spectrum to work with Anita to provide options and proposals for consideration before removing the sign altogether. Spectrum will also work with Anita to replace or restore an additional sign at the Info Center pool in poor condition.

Anita will direct Tom with Shooter & Lindsey to remove the silt fence at the automotive shop that is in poor shape and no longer necessary.

Spectrum will seek proposals for an Audit and provide to Board for review.

Welcome Committee-Spectrum to work with Social Committee to revive the Welcome Committee and information provided to new Homeowners and Tenants.

The Board discussed the option to provide Homeowners with the warranty deed at Fairway Crossing Section 21.

Matt Carpenter motioned to have RMWBH draft the warranty deed to property owners adjacent to the easement in Section 21.

Motion - Matt Carpenter

Seconded- Stephen Kradjian

Three Affirmative and Two Against

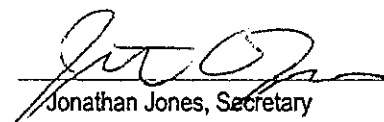
Motion passed

RESOLVED, a Board majority approved offering the warranty deed to property owners adjacent to the easement in Section 21.

IX. NEXT PROPOSED MEETING DATE – March 8, 2016

X. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Matt Carpenter at 9:52 P.M.


Jonathan Jones, Secretary