

FALL CREEK HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

June 14, 2016

A meeting of the Board of Directors for Fall Creek Homeowners Association, Inc. was held on Tuesday, June 14, 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 - Tammy McMillan, Community Manager

EXECUTIVE SESSION

CALL TO ORDER:

A quorum was established and President Matt Carpenter called the Executive Session to order at 5:42 p.m.

Maintenance Fee Collection / Delinquent Accounts: Approximately 9% of Homeowners owe 2016 assessments. The Board would like to see a category for "Prior Years" on Aging Report. CM advised Board this is likely for 2017 but information prior to management transition would be unlikely. After a review of the Aging Report, the Board would like to have clarification and a breakdown of the following categories from the Aging Summary;

- Balance forward Late Fee 2016 \$19,637.53
- Balance Forward Legal 2016 \$39,357.83
- Balance Forward Other 2016 \$3,163.92
- Balance Forward Violation Charges 2016 \$221.41
- Legal Fees 2016 \$15,709.26

Fall Creek foreclosure: At the Boards request, Sipra with RMWBH provided an opinion and made the recommendation to wait for the Mortgage Company or a taxing authorities to foreclose on the property because they hold a superior lien.

Board directed CM to review the accounts with highest balance on Attorney Status Reports and make sure progress is made.

Deed Restriction Violation Report/Homeowner Issues: CM provided violations ready for escalation to Board for approval. The Board would like to escalate and send certified letters. CM will confirm with Site Manager that all notices are going to both Homeowners and Tenants.

There being no other business, a motion was made, seconded and approved to adjourn at 6:30 p.m.

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Management Present

Spectrum - Tammy McMillan, Community Manager

OPEN SESSION

CALL TO ORDER:

A quorum was established and President Matt Carpenter called the meeting to order at 6:30 p.m.

HOMEOWNER CONCERNS / REQUESTS:

Affordable Housing Project: Mr. Carpenter provided an update on the application. Homeowners rented a bus to the state Capitol to protest the development. Donations from Homeowners and various vendors covered the cost of the bus rental. The group was provided very little time to speak and may plan another trip in the near future. Updates and information is regularly posted on Nextdoor.com.

The Board thanked all those who supported the trip through donations and all those who took part in the trip.

Speeding: Mr. Clark expressed concerns about speeding in the neighborhood.

Bellows Falls: No parking signs have been reportedly approved along Bellows Falls.

COMMITTEE REPORTS:

P133 – Committee Chair Tom Jackson reported the only update is that there is a permit still pending from the Corp of Engineers. The report needs no action. CM reported there has been some work at the bridge on Mesa.

Website – Various updates and revisions to documents were posted to the website but no action is necessary and this report needs no action.

Tennis Committee – Jerrod Lee with Risher and Company presented their proposal for the Administration of the Tennis Courts. Risher and Company recommends a certified Tennis Pro dedicated to Fall Creek.

After discussion, Jennifer Grillo motioned to approve the Risher and Company proposal.

Motion – Jennifer Grillo

Seconded – Stephen Kradjian

Motion carried with a majority vote by Director Montgomery. Directors Carpenter and Jones abstained.

The Board would like to know who provides supplies (i.e. tennis balls), provide a proforma, provide the current coaches the ability to apply, suggest Tennis Court Policies and initiate use of Appointments Plus reservation system.

Parks and Trails: Sara Varvarigos presented the Committee report. The Committee has been busy and Sara reported the WCID wants to collaborate with Fall Creek in the production of a Master Plan. A Recreational Survey was sent to the Board for review and approval. Sara would like to see the survey be included in the July newsletter. CM reported the space is limited in the Newsletter and FC does not pay for production or mailing.

Matt Carpenter suggested hiring a polling company to help with the survey. Mr. Carpenter will provide contact information to the Committee Chair. Mr. Carpenter will also provide contact information for a grant writer and attorney to possibly assist with projects.

A first step would be to hold a workshop before the start of school. Jennifer Grillo recommended participation in National Night Out.

Stephen Kradjian asked the Committee what funding they would need from the Association for the workshop. Committee Chair requested \$2000.00.

After discussion, Jonathan Jones motioned to approve \$2000.00 to the Parks and Trails Committee for a workshop.

Motion – Jonathan Jones

Second – Stephen Kradjian

Unanimous approval.

RESOLVED, the Board approved \$2000.00 for the Parks and Trails Committee.

Gate Committee – Two Homeowners present wanted to volunteer for the Gate Committee but have not been included in meetings. CM met with the Gate Committee in May and there has not been another meeting. CM will be sure Homeowners who want to serve are included in future communications and meetings.

CM met with DL Meacham and provided a proposal for a temporary solution to the accidents at the Fairway Crossing Gate. Will English with DL Meacham recommends adding a curb style median beginning at the outside of the gates that will prevent vehicles or large trucks from entering through the Exit gate. In addition, they recommend installing a speed hump at the keypad and before the exit gate to slow drivers. DL Meacham does not believe the gates can be widened due to regulation. Mr. Carpenter disagrees and wants further input.

Social Events Committee – The final Music in May had a small turnout due to the inclement weather. Jennifer Grillo has a meeting scheduled with the Golf Club of Houston. The Association will contribute \$5000.00 for the Fourth of July fireworks display but Matt Carpenter suggests the Association contribute an additional \$750.00 to the cause.

Matt Carpenter motioned to approve an additional \$750.00 to the Golf Club of Houston toward the Fourth of July fireworks display.

Motion – Matt Carpenter

Seconded – Stephen

RESOLVED, the Board approved an additional \$750.00 to the GCH for Fourth of July fireworks display.

CM requested an invoice or statement to process payment to GCH. Jennifer Grillo will request from GCH and send to CM.

Crime Watch Committee – Wilson Orr presented the statistics for May on behalf of the Committee. Deputy Moblo retired and Deputy Peterson returned to Fall Creek to replace him. There is also a new night Deputy. There is only 1 burglary YTD and was by a Homeowners domestic personnel. A Homeowner's garage was left open which resulted in burglary of a habitation.

Mr. Orr, Committee Chair would like to see an article written by Nextdoor capitalizing on the success of Fall Creeks low crime rate. Mr. Orr also requested additional sweeps in the villages with more activity during peak hours and request Homeowners to call in any suspicious activity in peak hours of 1 a.m. to 3:00 a.m. The Committee suggests unmarked cars through the neighborhood.

CM directed to review the Patrol contract for details on the reporting of time off. CM and Anita will work with Crime Watch Committee to complete the Crime Watch sign installation.

Landscape Committee – The Committee requested the approval of outstanding bids from 2015 and a proposal for village setbacks for approximately \$20,000.00.

Matt Carpenter made a motion to approve the landscape proposals not to exceed \$60,000.00.

Motion – Matt Carpenter

Second – Stephen Kradjian

Unanimous approval.

RESOLVED, the Board approved the landscape proposals presented not to exceed \$60,000.00.

Pool Committee- Stephen Kradjian contacted Hancock Pools and requested an extensive inspection of both pools. Hancock provided recommendations. The Board directed CM to request proposals from Hancock Pools to complete the work suggested in their inspection by the July meeting. CM also directed to contact Aquatic Advisors to confirm replacement of Chemical feeders recently and ask if AA believes the pools need to be plastered.

Gillian Boyer, Pool Committee Chair, reviewed and edited a Swim Team Facilities Use Agreement. The Board instructed CM to have RMWBH review the Agreement before presenting to Swim Team. A cleaning addendum needs to be added to agreement.

SECRETARY REPORT: The May 10, 2016 Meeting Minutes were provided in advance for review.

Matt Carpenter motioned to approve the May 10, 2016 Meeting Minutes as written.

Motion- Matt Carpenter

Second-Stephen Kradjian

Unanimous approval

TREASURER'S REPORT: Treasurer Stephen Kradjian reported that according to the May financial reports, 9% of the 2016 Maintenance Assessments remain unpaid.

PRIOR BUSINESS:

Committee Guidelines: The Board reviewed the Committee Guidelines drafted by Jonathan Jones. Mr. Jones will revise the size limits for the Committees and present for a vote in the July meeting.

Access System Rollout Plan- CM proposed revisions to the initial access conversion rollout plan. Plan B was presented and upon Board review, a motion was made to approve the proposed Rollout Plan B.

A motion to approve Access System Rollout Plan B as presented was made by Matt Carpenter.

Motion - Matt Carpenter

Second – Stephen Kradjian

All in favor, motion passed.

The announcement for the rollout plan was presented and reviewed. The Board wanted revisions relating to the issuance of ID badges to minors.

Section 21- RMWBH is drafting a letter to go with the Section 21 documents to deed easements to Owners.

Welcoming Committee – CM needs to complete the Welcome Packet to present to the Board for review at the July meeting.

NEW BUSINESS:

Landscape Request for Proposal: The Board would like RMWBH to review the agreement with Shooter and Lindsey for validity and a contract ending date. CM will send the December 2015 Meeting Minutes and agreement to RMWBH requesting an opinion.

Perimeter brick fence- The Board directed CM to make reasonable repairs to the perimeter brick fence as necessary and keep track of expenses. The Board would like a General Ledger Reserve subcategory to track these expenses.

Elementary School Parking – Matt Carpenter is reaching out to Harris County Traffic Control to add a school zone with flashing lights. Mr. Carpenter will contact Commissioner for assistance.

Amberwood – The Board approved the addition of street lights at Amberwood. CM informed the Board that she is working with the Board and Amberwood Association Manager to provide better response and attention to any concerns.

The Board would like to see the Fall Creek Recreational Facilities Waiver added to the notice of purchase documents at future closings. CM will research and report to Board in June meeting.

Jennifer Grillo would like to establish a Welcome Committee for Fall Creek that could reach new Homeowners to help them transition easily into the neighborhood. CM to request a SAMPLE Welcome Packet from Spectrum for the Board to review. The Board would like CM to contact Kay Lentz to spearhead this effort.

Mr. Carpenter discussed the possibility of a monument sign at Autumn Falls similar to the Whispering Falls. DL Meacham has been contacted to provide a proposal. Johnson Development has met with Ryland and Westin Homes to review the landscape and monument package for Water Oaks.

NEXT PROPOSED MEETING DATE – July 12, 2016

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 10:39 P.M.

Jonathan Jones, Secretary