



ROCKY CREEK
PROPERTY OWNERS ASSOCIATION

Board of Directors Meeting Minutes
March 2015

Meeting Date: Thursday, March 5th, 2015

Location: Cummins Home

Meeting Attendants:

Denise Murtha, President
Rick Cummins, Vice President
Danielle Malinowski, Treasurer
Laura Tijerina, Secretary
Jim Hoover, Property Manager

- I. **Call to Order** – 6:17pm
- II. **Establish Quorum** - A quorum was present.
- III. **Approval of Previous Board Meeting Minutes**
 - a. February Minutes – Rick motioned to approve; Laura seconded. All approved.
- IV. **Actions Between Meetings**
 - a. Erosion bid was approved.
 - b. Deed restriction violation letter was approved.
- V. **Presidents Report** - None
- VI. **Vice President's Report**
 - a. Architectural Control Committee -
 - i. Approvals/Requests - one request has come in; need to approve James McMann- and 2 Mercury requests. Rivera request delivered today. (Mercury has 1 more expected to be turned in soon.)
 - ii. Current Builds – all current builds almost complete.
 - iii. Issues/Concerns - none.
 - b. Deed Restriction Committee – see Actions Between Meetings.
- VII. **Secretary**
 - a. New Member Report – in progress.
- VIII. **Treasurer Report**
 - a. Financial Report presented.



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- IX. Property Management Report** – Erosion work has been completed. We need to address the erosion section near Quadvest. Jim to get bids. \$12,000 expected cost.
- X. Current Business**
- a. February Follow up Items – Jim to get bids for erosion near Quadvest lot.
 - b. Budget Forecast – Danielle to send via e-mail.
 - c. Annual Meeting Checklist – Laura confirmed HEB Community Room for April 22, 6:30p – 7:30p meeting. Denise to send out slide deck. Laura to provide sign in sheet, consent forms. Laura to send Annual Minutes to everyone. Magnolia to send out packets.
 - d. Mowing Guidelines – Donnie found one landscaper at \$55/60 rate. Suggest letter sent by April 1st. This will be suggested to the owners. Manuel will handle the assessment mows and any weekly mows contracted privately.
 - e. Lot Lien Update – Pham - owner address on record is not correct. Lisa to send out new certified letter. 180 days must be given to owner to redeem. All agree to send letter.
 - f. Misc - Speed signs not yet quoted. Builders to be notified to keep speeds down, and to install culverts first. 9945 vendor code still the same. Jim to check on which lights are not working.
- XI. New Business**
- a. ACC Guidelines – Aaron Malinowski to be added to check on build process, and permits. All approved. Language to be added to have permit copies emailed, as well as start date to ACC. Grace period to be given for 14 days before this is implemented.
 - b. Checklist review/changes –
 - i. Sideload garage – one-car front loading must be at or behind the sideload garage.
 - ii. Concrete driveway – culvert must be installed first.
 - iii. Metal can be used as roof in ornamental aspects only.
 - iv. Lighting package, plot plan for review, and fence plan must be submitted for approvals.
 - v. If building on 2 lots, Building lines/total structure, including driveway, must be centered across the lot. Multiple lots must be combined into one lot.
 - vi. Total square footage.
 - vii. Septic type to be added.
 - viii. Permits added.

Board to review the suggested requirements and report back at next meeting.
 - c. ACC Meeting – Rivera plans were approved.



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XII. Executive Session – None.

XIII. Adjournment - Danielle motions for adjournment; Laura seconded. All approved. Meeting was adjourned at 7:49p.