



ROCKY CREEK
PROPERTY OWNERS ASSOCIATION

**Board of Directors Meeting
Minutes
February 2015**

Meeting Date: Thursday, February 5th

Time: 6pm

Location: Malinowski Home

Present:

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

- I. Call to Order** – 6:13p
- II. Quorum** - A quorum was present.
- III. Approval of Previous Board Meeting Minutes**
 - a. December minutes – Rick motioned to approve, motioned passed.
- IV. Actions Between Meetings**
 - a. Mowing Assessments for Lot 5, Block 3 – written off.
 - b. Deed Restriction Violation – letter sent
 - c. Special Assessment Letter – letter sent
 - d. \$175 new transfer fee increase and process, \$125.00 to POA, \$50 admin fee to Magnolia.
- V. Presidents Report** - none
- VI. Vice President's Report**
 - a. Architectural Control Committee
 - i. Approvals/Requests
 1. Lots 15 &16, Block 2 (Green) – approved.
 - ii. Current Builds
 1. 3 homes still in build
 2. 1 completed but not sold



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- iii. Issues/Concerns – Flowers from Mercury wants to place only 1 deposit for multiple builds.....answered NO. Damage was done to a lot adjacent to their construction site. Mercury needs to correct. Denise to email Mercury regarding deposits. Culverts need to be installed, otherwise drainage issues will result for other owners. Some contractors have been speeding. Denise to inquire on speed limit sign costs, etc. Also, some Sunday construction work has been done.....need to address with owners that are building.

- b. Deed Restriction Committee – to be discussed in Executive Session.

VII. Secretary

- a. New member report – Laura to research and forward new members to Denise.

VIII. Treasurer Report

- a. Financial report – Denise to send detailed amounts via e-mail. Balance is \$42,000.00.
- b. Outstanding Amounts Owed - Some assessment and special assessment letters need to be re-sent. It seems some have not been received by owners.
- c. Danielle to research billing rate of street lights. We may be able to get a better rate.

IX. Property Management Report

- a. Erosion – new quote is \$12,000 to repair the erosion issue. Jim to meet with Manuel to obtain his quote and one more quote. Board to communicate by e-mail after quotes and scope of work obtained.
- b. Debris at Pond – to be burned.
- c. Jim to update gate codes: 6381 (builder code); 4468 (vendor).

X. Current Business

- a. Vote on Erosion bids – further research and bids to be obtained.
- b. Annual Meeting Specifics
 - i. Location confirmation - To be confirmed
 - ii. Date Confirmation – To be confirmed
 - iii. Agenda – Denise to prepare.
 - iv. Presentation – Denise to prepare.
 - v. Mailout – 30 days in advance of meeting.

XI. New Business

- a. 2015 Mowing Guidelines – Suggestion to have 2 vendors one for owners and one for forced mows. Board agrees that POA should not make recommendation of a vendor.



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PROPERTY OWNERS ASSOCIATION

TPC 209 says that if a letter is sent, the property owner must be given 30 days to correct the issue. Jim motioned, and Denise seconded to increase Assessment to \$150.00.

March 1st to be first mow. Manuel to be contracted for POA jobs. A new vendor to be obtained for forced mows. Photographs and rigid bookkeeping will need to be done.

- b. Misc – An owner communicated there is a hole that could be a Quadvest issue.
- c. Budget – Danielle to report budget forecast at next meeting. Jim to research expense of phone line.
- d. Water to common areas – Jim to shut off water in October through February to save costs.

XII. Executive Session

- a. DR Violation – Denise to draft letter regarding fence issue, forward to Board for approval, then Magnolia to send.
- b. Lot under lien – Moneys owed are \$3000 and \$2,000 to Waller and Harris County. Board agrees to foreclose, but wait on the process.

XIII. Adjournment – Rick motioned for adjournment; Jim seconded. Motion passed. Meeting adjourned at 7:53pm.