

HOA Board Meeting Minutes

HOA Board Meeting Minutes

Date: May 11, 2026

Time: 6:30 PM – 8:00 PM

Attendees: Rob, Christie, Heather, Milosz, Annah

1. Approval of Previous Minutes

The minutes from April 6, 2026 were approved. Motion made by Christie and seconded by Heather.

2. Financial Status and Collections

a. Financial Update

Rob Hemminger reported that the HOA remains in a strong financial position, with year-end financials closely aligned to budget estimates.

- Minor variances from estimates were determined to be immaterial.
- A \$90,000 settlement payment received in mid-April will further improve the HOA's financial standing.
- No audit concerns were identified.
- Rob will forward audit control questionnaires to Christie for completion.
- The Board agreed the positive financial position supports future planning and homeowner communications.

b. Collections Update

The Board reviewed the current status of annual fee collections.

- Approximately 50% of homeowners had paid dues as of May 11.
- Final notices will be issued after May 31 and will include title pull fees and administrative charges.
- Collection actions will escalate beginning June 1.
- Three homeowners are currently in foreclosure proceedings, with two additional cases potentially pending.
- SVR Legal has absorbed Bridgeland Law, which is expected to streamline collection support.

c. Legal Fees Discussion

The Board discussed concerns about escalating legal fees related to collections.

- Legal fees begin at approximately \$500 and increase with hourly charges.
- More than 90 of 110 demand notices have resulted in payment.
- Lawyers continue offering payment plans and reduced fees for cooperative homeowners.
- Cases involving disputes or legal resistance will proceed without negotiated reductions.
- Heather and Rob suggested reviewing legal invoices to better understand fee escalation and explore intermediate collection steps prior to foreclosure.

d. Homeowner Communications

The Board discussed communication strategies regarding unpaid fees.

- Notices will be distributed through Facebook, email, and Town Square.
- Messaging will clearly state that unpaid fees after May 31 will incur additional title and administrative fees.
- Heather proposed temporary signage updates to reflect final collection deadlines where space permits.

3. Repairs and Maintenance Planning

a. Fence Repairs and Inspections

Milosz Karpinski provided an update regarding fence repairs and inspection planning.

- Contact was established with the original fence construction company.
- The company may provide biennial inspections for a modest fee to support preventative maintenance.
- HOA responsibility includes exterior fence repairs; homeowners remain responsible for interior stucco repairs.
- Milosz is obtaining quotes for repairs to the north-south fence bordering commercial properties, with expectations to receive pricing by the end of the following week.

b. Brickwork and Mortar Repairs

The Board identified urgent mortar repairs at the west entrance.

- Deteriorating mortar has resulted in wasp nesting and continued structural deterioration.
- The Board agreed to include mortar repairs within the ongoing maintenance budget.

- Rob will add the repair item to the maintenance inventory for Sierra to prepare bid requests.

4. Landscaping and Entrance Upgrades

a. Entrance Design Approval

Heather Harke proposed approval of up to \$1,000 for landscaping and planter design work.

- Backyards and More will prepare concept designs for tiered concrete planters at the south and west entrances.
- Design work will include plant recommendations and contractor referrals.
- The motion was approved unanimously.

b. Seasonal Landscaping

The Board reviewed seasonal flower installation options.

- Go Landscaping remains the preferred vendor based on competitive pricing.
- One competing proposal exceeded Go Landscaping's pricing by nearly \$2,000 per month.
- Rob will coordinate schedule details with Sierra to ensure spring planting timing is appropriate.

c. Entrance Lighting

The Board discussed coordinating landscaping improvements with potential Fortis lighting installations.

- The objective is to complete lighting upgrades before the holiday season.

5. Community Events and Engagement

a. "Eat Like a King" Event – July 9

Planning activities for the July community event are underway.

- Rob confirmed commitments from two food truck vendors.
- Heather will assist in confirming a balanced vendor mix.
- Promotional materials and graphics are scheduled for release in early June.
- Heather and Milosz will coordinate permit applications.

b. Movie in the Park – August 29

The Board discussed potential additions to increase family participation.

- Potential attractions include a petting zoo or "Larry the Llama."

- Rob will verify whether animal attractions would affect food service regulations.
- A face painter has been confirmed.
- Additional entertainment options such as balloon artists or clowns were discussed.
- Movie selection will occur closer to the event date.

c. Beer Garden Decision

The Board agreed not to include a beer garden at upcoming events.

- Previous years demonstrated limited participation and high operational effort.
- Board members agreed a family-focused atmosphere is preferable without alcohol service.

6. AGM Planning

The Board tentatively scheduled the Annual General Meeting for the week of September 20, 2026.

- Rob will coordinate with Sierra regarding school facility availability.
- The timing avoids conflicts related to school startup and holiday weekends.

7. Community Communication and Infrastructure Ideas

a. Community Bulletin Board Proposal

Heather proposed installing a neighborhood bulletin board near the school intersection.

- Intended uses include garage sales, lost pet notices, and community announcements.
- City approval and potential site preparation would be required.
- Rob requested preliminary design ideas for future review.

8. Community Repair Reporting

Rob encouraged residents to report visible repair concerns.

- A comprehensive repair inventory will support project prioritization and budgeting.
- Heather reiterated the urgency of the west entrance mortar repairs.
- Ongoing maintenance tracking will help reduce deferred maintenance issues.

9. Action Items

- Send audit questionnaires to Christie — Rob
- Issue final collection notices — Rob / Sierra
- Obtain fence repair quotes — Milosz

- Add mortar repairs to maintenance inventory — Rob
- Coordinate seasonal landscaping schedule — Rob / Sierra
- Complete event permit applications — Heather / Milosz
- Confirm AGM facility availability — Rob / Sierra
- Prepare bulletin board concept ideas — Heather / Board