



*Stewart Peninsula Southshore HOA  
Meeting Minutes*

*Monday, September 13, 2010*

The meeting was called to order by President Terre 7:13 p.m.

**Present:** Dave Terre (President), Mary Ann Hardy (Vice President), Lucinda Ruch (Secretary), Mike Hughey (Architecture Control Committee / Communications), Jane Hughey, Mike Gonzalez (Compliance), Beth Rogers (Treasurer) and Renee Terre (Webmaster).

**Open Forum:** Mark Warner joined our meeting.

**Year-At-A-Glance Calendar:** The Board discussed the current month and next 90 days events.

- Yard of the month was presented to Rhonda & Marcus Perry, at 5917 Stewart Blvd.
- Jane printed/emailed the invoices and Beth mailed the invoices on time.
- Labor Day Decorations: Marilyn decorated the gazebo with red, white & blue. MaryAnn & John helped with the decorations to endure the rainy weather.
- Fall Garage Sale: Mike G. asked Stewart Peninsula North HOA - September. 9/16-17<sup>th</sup>. The signs aren't large enough to list the Chili Cook off and all the Garage Sale participants. Lucinda to reply to homeowner's email that there will a sign at the entrance & each Home Owner can post one sign in their yard.
- October 9th: Chili Cook-off. Beth, Cindy Power & Zara are planning this event. Rene to add form to the www & send to Mike H. Beth to send updates by 16<sup>th</sup>. Mike H. to email out (blind copied & unsubscribe option added). Signs to go up ASAP. "Oct at a Glance".
- Boo bags – MA requested four to start the Boo Bags - Lucinda, Beth, Mike G., and Jane H. to designated areas. Lucinda to create the Boo Bag instruction sheets. Mary Anne to put together the starter 4 Boo Bags. These four to fill with goodies and kick-off.
- Christmas Decorating Contest – Dave will ask The Haynes if they would like to do the Xmas Contest again this year.

**Meeting Minutes:** The minutes for the Aug 9th meeting were approved. Mike G. made the motion. Beth seconded the motion.

**Carry Over Items:**

- Dave Terre initiated a crime watch program in our neighborhood with Marilyn Lean – Launch is in progress. Dave was discussing on NNO to invite more participants. Mike Hughey to add to newsletter in the President's paragraph. We will add to the Annual Meeting also.
- Year-End Closeout Discussion List:
  - Beth sent Lucinda the financial files for 2009 so Lucinda will review and Lucinda will copy onto a CD and then file in storage.
  - As for the files prior to 2009, Mary Ann passed binders of the history of the SPSHOA to Lucinda to evaluate the possibility of getting these scanned to softcopy. The Board concurred this may be a lot of effort and hardcopy may be the best it gets.

- Lucinda to add a folder for the Annual Meeting files so that it is easy to recreate each year.
- Website Update Required - Resale document references 3 attachments to download from our www, yet not apparent on www. Beth to identify changes. Renee to make changes.
- Special Warranty Deed & Assignment of Landscaping Easements – Duplicate. Lucinda sent to Renee with screenshots – Still open.

### **Treasurer's Report:**

- The current checkbook balance is \$8873.45 prior to invoicing.
- Mary Ann has provided Beth a list of proposed improvement projects in preparation for the 2011 budget.
- For Annual Mtg:
  - Invoices sent Oct 1<sup>st</sup>. Proxy forms were included with the invoices and the reasons why the proxies are so important to get signed and returned prior to the Annual Meeting.
  - 5 proxies sent in so far.
  - Beth developed and reviewed our 2011 budget for the annual meeting. Will have ~\$5k carryover from 2010.
- Resale Certificates. Lucinda reported we have one open this month. We have launched the resale certificate form. Lucinda proposed changing the website so it is clearer to the realtor or title company so they know which forms they should download for their closing. Today the attachments listed on the resale certificate does not match the labels on the website. Resale certificate is an industry standard form so let's reorganize the website page to have a section for them to go to and download everything at once. Lucinda to resend the screen shots pointing out the confusion for Beth to identify the label changes required. Then Renee can make the changes on our website.
- Beth completed the log of resale certificates to track financial expectations & to initiate welcome kits. Lucinda will add columns for tracking when the new buyers are: Mike H. to welcome to newsletter, Mary Ann to deliver Welcome Packages and Jane to add email address to our SPSHO distribution list. Our current list is for email invoicing purposes. We will have a second list in case there are home owners who will want to be on email distribution announcements but may still prefer paper invoices for dues.

**Compliance:** Due to an increase in neighbor's reporting compliance issues, we are increasing our drive throughs through the neighborhood to weekly. This month we have issues with 6 unique for boats / autos and 5 for trashcans. Several have exhausted their warnings and will soon move to penalties being fined.

Repeat Message from last month: Boat storage and trash can violations continue to be prevalent throughout our neighborhood. Except between 12:00pm Friday to 12:00pm Monday boats and other types of recreational vehicles may not be stored in public view. Trash cans and totes must also be stored outside of public view. The Board has interpreted public view to mean from the street and therefore alleys are exempt. Boats and trash cans must be stored in a garage, behind a fence or contained within an ACC-approved screening structure. Boat violations carry a \$100 fine for each 30-day period and trash can violations carry a \$50 fine for each 30-day period. Many homeowners have gone thru the time, trouble and expense to comply with the HOA's Protective Covenants so we ask that the remaining homeowners do the same in order to preserve and promote our neighborhood's appearance and value.

There are some compliance issues that fall outside the jurisdiction of the HOA but are still considered city code violations. In these instances residents are encouraged to report these issues to The Colony Code Enforcement at [code@thecolonytx.gov](mailto:code@thecolonytx.gov).

CoServ maintains our neighborhood's street lights. If you notice a street light out or malfunctioning please report it to the HOA ([spshoa@yahoo.com](mailto:spshoa@yahoo.com)), the city ([evelasco@thecolonytx.gov](mailto:evelasco@thecolonytx.gov)), or directly to CoServ (<http://www.coserv.com/Default.aspx?TabId=62>).

Mike Gonzales and Mike Hughey to form a committee to review current "restrictive" covenants to determine if updating is needed in the form of new amendments. Mike G. plans to identify /Scheduling the participants. We should have a draft of the new proposal by late September for discussing in our October Board Meeting.

### **Communications / Newsletter:**

Fall Newsletter went out. "Going Green". Going forward Lucinda to include resale logs to Jane to ensure names on newsletter. Jane Hughey has been adding email addresses for email invoicing to home owners. Mike Hughey to add to master contact list & two separate Yahoo distribution lists so that in the future more newsletters will go via email.

### **HOA Common Grounds:**

1. Mark is continuing to honor his current service level at the same price for 2011.
2. Mark moved the sprinklers in from the street on N. Colony to prevent wasting water.
3. Jane reports darker green grass by the gazebo from the trail. Mary Ann to ask Mark about darker green grass in the middle of far back fence. Ask Mark to check for a leak.
4. Received a bid for \$250 for adding 21' of stonework along Avocet to keep from washing out the soil – Put on hold
5. Stewart Entrance – Mark recommends tear out dead items, mulch and then wait til spring for planting. Remove items by Oct because the ground cover will be dying unveiling the dead shrubs. Then wait for next growing season to plant – (Hawthorns & Ground Cover). Mulch is extra. Received an estimate for the mulch & for the spring planting. \$945 to remove all & dumping fee of both sides at Stewart entrance. \$2782 (excluding spring plantings) for that entrance includes mulch, replace existing dead ground cover with Bermuda grass, soil conditioner and labor. Plan to do this clearing during Oct since the ground cover will die off and all you will see is dead shrubs. Then plan to do new plants in early Spring. Dave motioned to approve and Lucinda seconded.
6. Installation of Irrigation System to use lake water for Gazebo Park area - Mike received all the expenditures from Beth. At first glance it looks like less than 2 yr payback. Pay >\$3000/yr for water. June was \$800. Mike H. presented cost analysis at the September meeting. Mike H. calculated 1.5yrs for payback. Board agreed to add this to the Spring 2011 plans. Dave Terre will proceed with a 3-step approval process: the City of Dallas permit, The Colony's permit, then city irrigate license agreement and then the Corps of Engineers for final approval.
7. Lucinda to pass foundation referral to Mary Ann for foundation work on fences.

**Social Events:**

- Oct 9<sup>th</sup> Chili Cookoff: Confirmed Zara & Cindy to participate. Beth to ask Max to come back. Renee to post pics to the website

**Annual Mtg Plans - First Look at Nov 3rd:**

- Nov 3<sup>rd</sup> Wed since voting day on 11/2
- Dave reserved Angelina's.
- Beth is preparing the budget for the meeting.
- Board Positions – Treasurer position opening.
- Start Signed Proxy Drive Oct 1<sup>st</sup>
- Beth R. to make a motion to move the annual event to the 1<sup>st</sup> Wed in November since the 1<sup>st</sup> Tues is always a voting day (Refer to 2 Article 9 of the By-laws). Mile H. to second.

**E-mail Responsibility:** Mike G. will take responsibility for monitoring the SPSHOA e-mail account until the next board meeting.

**Next Meeting:**

- October 11 – Beth Rogers at 5912 Stewart Circle
- November – No HOA Meeting
- SPSHOA Annual Meeting. Due to voting day we are changing the meeting to Wednesday 11/3. It is suggested that Homeowners arrive early if they plan to eat before meeting starts promptly at 7:00 pm.

**Adjournment:** Dave Terre motioned a move to adjourn the meeting at 9:10 p.m. and was seconded by Mary Ann Hardy.