

SHADYBROOK P.O.A. MONTHLY BOARD MEETING

Tuesday, January 28, 2020

6:00 P.M., Clubhouse

David Smith, President, called the meeting to order at 6:00 pm. He recognized the quorum of the Board. Present were David Smith, Chris Fortune, Rick Walker, Judith Smith, Joseph Jacks. Absent from meeting Nell Mayo, and Jaymis Werner. Both are excused by the president David Smith.

Opening prayer by Rick Walker

David Smith opens meeting, and welcomed guest to meeting

Judith Smith presented the Minutes for November 26, 2019 for approval. Rick Walker makes motion to accept. Chris Fortune seconded motion. Minutes were accepted unanimously.

Judith Smith presented the November 2019 Income and Expense report and the January 2020 Balance Sheet. December 2019 report was tabled due to write-offs.

Judith Smith read Balance Sheet showing current balances in all accounts. (Copy of report at office).

Office/Secretary Report – (Nell Mayo absent)- Given by Dianne Shaw: Normal office duties. Internet & phones changed from CenturyLink to Suddenlink. We were able to keep the same phone number.

Security – Rick Walker. Gave report from detailing offences in a neighboring gated (Emerald Bay) community with 24/7 security. Also, Rick gave detail number of offences in the Shadybrook Subdivision, both East and West sides. Rick pointed out that even subdivisions that do have 24/7 security, continue to have the same type of issues as we do in Shadybrook. (Detail report can be requested at office). Update on Property Code 542.007-Cherokee County taking over the streets of Shadybrook. We are another step closer. Met with County Attorney, County Commissioner and County Judge. County Judge is the ultimate decision maker on Property Code. Met with Sheriff Campbell. Sheriff and Deputy indicated support. The process is in the hands of the county Commissioner. There is a process and those steps will be taken once it has been voted on. It is recommended that when the Property Code goes before the Commissioners Court, that as many supporters as possible be there, so that the Commissioners see the support. End of Report

Roads Report – Joseph Jacks. Joseph begins by discussing prior approval of tree trimming by the Board. Contractor approved for the work has not been able to schedule the time to do the work. Contractors was recently contracted, and March is the new schedule to do the tree trimming by roads.

Roads is still accepting bids to do the approved work on roads. Road contractors have been seen in Shadybrook, making measurements, but as of the current date, no bids have come into the office. Joseph's hopes are high that bids will come. He is hoping to have more by Friday (January 31, 2020). If no bids submitted, Joseph will cold call Contractors to acquire bids for work required.

Parks & Commons: Chris Fortune: Bids have been received on the West Side Pool Leak.

Maintenance Report – Chris Fortune. Gate has been fixed. Lots of extra trash has been found and a lot of time has been put into keeping it picked up. The office received a notice that the monthly charge for the dumpster will go up. Chris stated, "we are under contract and we should not allow this to happen.

A discussion, regarding contract and request for increase commenced. David Smith stated that if the Waste company wanted an increase, then they should present a request detailing why they require the increase. Dianne Shaw stated out contract is in effect until, September 2021

ACC – Jaymis Werner out (Joseph Jacks read report).

December:

- Four (4) letters were sent out to homeowners
- One (1) Mobile Home approved and delivered
- One (1) Storage Unit approved and delivered
- Sent seven (7) registered letters to homeowners for Section 10

January:

- No Mobile homes approved'
- One (1) dog letter sent
- Four (4) follow-up letters
- Seven (7) Section 10 letters returned and not claimed

NEW BUSINESS:

1. Alltex Bid for West Pool Leak-Chris Fortune

Chris Fortune made a motion to accept Alltex Bid for West Pool leak. Everyone had previously received a copy of bid. Receipt of which was acknowledged by board members. David Smith asked for a discussion. Judith Smith asked to clarify what the bid detailed. Chris Fortune explained that the bid was just to find where the leak is located. Judith Smith asked if another bid was to be received after the leak is found, prior to work being performed. Chris Fortune clarified that the bid was just for the leak detection and any work required would need to be pre-approved.

David Smith asked if there is a second to the previous motion. Judith Smith seconded motion to accept bid. David Smith notifies board a motion was previously made by Chris Fortune to accept the bid and Judith Smith made a second to approve the bid. David Smith asked for a vote. Prior to vote Rick Walker wanted to clarify once again that the bid is just for the testing. Again, the request was verified, and a vote was taken. The vote was unanimous to approve the bid by Alltex to do the testing.

2. Clubhouse Deposit by Lisa and Perry Sparkman

Mr. and Mrs. Sparkman did not show up for meeting. David Smith refreshed the board with the details of the event. The clubhouse was rented by the owners. The owner put a deposit of \$150 down for the clubhouse for any damages or cleanup not performed. The deposit has not been returned to date. Pics of the trash on the outside were shown. They were left outside in the trash cans. The cans were knocked over and trash was strewn all over area. Alcohol cans were discovered at cleanup as well. Owners were not approved to have any alcohol. A discussion transpired as to whether the cans of alcohol could have been from others, since it is located outside. Rick Walker stated he had rented many times and there is always trash in the cans. The incident may not be the result of the owners. Dianne noted that the cost to clean up mess was \$18. A Discussion was begun on the question as to why we do not deposit "Deposit" checks. Dianne stated that most generally they just give the deposit checks back. However, in this situation, the owner made Dianne aware that the check itself was a bad check and not

redeemable. Rick Walker stated that we should deposit the check. If the check comes back insufficient, we charge the owner the bad check fee. David Smith requested that in the future we do not hold deposit checks. David Smith requested a new policy and Procedure as of the current date all "deposit" checks will be deposited. David Smith asked if there was a motion, but no motion was made. A discussion continued and it was decided to bring it up in the next meeting to do a new policy and procedure for the clubhouse rental requiring all "deposit" checks be deposited. It was also decided to deposit the current deposit check and charge owner all fees associated with writing a hot check to the POA.

3. Waste Connections increase in contract (Dianne Shaw/Chris Fortune.)

David Smith asked for discussion on Waste Connections desire to increase charges. Joseph Jacks asked clarification on the request. Judith Smith explained that we have a contract but many times in the past this company and others like it increase the amount and hope that the client doesn't notice or allows the increase. With a contract you have the right to dispute the increase. After discussion Judith Smith made a motion to decline increase and negotiate at time of contract renewal, Chris Fortune seconded the motion. Motion carried unanimously.

4. Tim Bland/Jerry Brown- Jerry Brown Fence Unit (1)

David Smith brings up agenda item. He states that no one is present to discuss. Item is tabled for future meeting.

UNFINISHED BUSINESS:

1. Dog Incident-Dr. Alexander

David Smith briefly discussed the details of the bill. Jaymis discussed the bill with the Dr. and asked that any payment would be appreciated. Discussion was made about the dog and the circumstances regarding how the dog got to the Vet office. It was discussed how Dr. Alexander has helped our subdivision in the past, with stray dogs, and that it was not his fault, but again it was stated it should never have even happened on Shadybrook's past. Joseph Jacks states concern about why the charge for the Vets employee was the Shadybrook's responsibility and why the Vets office didn't have insurance for this type of incident. Joseph Jacks suggested removing the \$700.00 from the bill and paying the balance of \$177.00. More discussion about the bill and what the charges were for and why we were charged with how the animal was disposed of. Joseph Jacks makes a motion to only pay the \$177 and not the \$700. No second, Motion failed. Discussion continued by Rick Walker, as to what we feel we should pay. David Smith request a motion. Judith Smith made same motion as Joseph Jacks. David Smith restarted discussion about how Dr. Alexander has done so much for the subdivision. Judith Smith stated that maybe we should pay half of the bill and made a motion. Rick Walker agreed as well with Joseph Jacks. Agreement was made to pay half of the \$877.77. Seconded by Joseph Jacks, Motion carried unanimously.

2. Budget

Judith Smith presented budget. Rick Walker brought up the Property Code and how the Cherokee County officers, DPS, Game Warden will get into the subdivision. They are requesting remotes possibly 6. Rick also stated that private money could possibly acquire.

Judith Smith made a motion to accept the budget for 2020 as presented. Chris Fortune Seconded the motion. Motion Carried unanimously.

3. PAP Contractor Packet

Judith Smith presented Contractor packet for approval. Discussion was made and additions were added. Shadybrook will be added as additional insured and partial payment will be made at a percentage of completion of work. A contractor must supply proof of material payment from Vendor prior to receipt of partial payment. Motion was made by Judith Smith for approval. Seconded by Joseph Jacks. Motion carried unanimously.

4. New PAP-Semi Parking-Jaymis Werner

Jaymis Werner was not at meeting to address this item. Item tabled to next monthly meeting.

Motion to close meeting by Judith Smith, Seconded by Chris Fortune. Motion carries unanimously.