

Stafford Estates Board Meeting

September 12, 2023

BOARD ATTENDEES

Janice Murray – President

Joe Rougraff – Treasurer

Mary Hicks – CCRs

Gordon Johns – Landscaping

Bob Thomas – Social

Sushant Jain - Secretary

Shae Teagardin - Pool

Agenda:

1. Committee reports (Pool, Landscaping, CCRs, Social, Finance)
2. Update on ownership of strip of property next to wrought iron fence next to Simmons
3. New HOA Laws
4. Review any other open Action Items remaining from previous meeting
5. Any other business

Minutes:

1. Minutes for the previous meeting were approved.
2. Pool Report:
 - a. Umbrellas and remaining furniture all came in. 2 umbrellas are already broken and in the process of getting fixed.
 - b. Timers for lights are not working - lights staying on. Should be fixed this week (\$250).
 - c. Poolwerx has been bought by a new franchisee. Pool has been a little dirty since then and we are keeping an eye on it to figure out if any changes are needed.
 - d. In addition to “No Smoking”, we will add signage to drop umbrellas also.
 - e. Pool will be closed around mid-October, no firm date as of now.
 - f. We will plan for Community day in spring. Tasks include clearing grass around pump, adding crushed rock to reduce hazard, sanding and painting trim around each bathroom door
3. Landscaping:
 - a. HOA-owned 3 ft strip of property next to wrought iron fence along Simmons: recommendation approved for HOA to not replace red tips, ownership of strip to continue with homeowners and homeowners can keep the black mesh if they want to. This will save HOA approx. \$30K. Gordon will send out communication accordingly. **Motion Passed.**
 - b. Dead hollies will be replaced by water tolerant plants for 2 homes impacted.
 - c. Sprinkler heads to be replaced along Simmons.
 - d. Dead grass along McKamy to be replaced by monkey grass

4. Social:
 - a. Texas National Night Out is on 10/3/2023 6-9:30 pm. Approval received from police and fire departments. Frozen pops, etc. to be arranged at Culwell Park.
 - b. Surveys went out to homeowners.
 - c. Community day for beautification is also planned to be in spring and further communication will be going out.
 - d. We can look into involving teenagers as well for them to get community hours.
 - e. Next newsletter to go out in early October with an announcement for National Night Out and pool closure.
5. Treasurer:
 - a. Annual HOA fees: Open balances - 4 homeowners haven't paid annual fees, 3 haven't paid late fees. Informed them via mail. Will continue to send statements to the past-due homeowners. Only those that owe late fees will be getting one more statement with a letter.
 - b. New [state laws](#): in case of lien of property for non-payment of dues, first letter to be sent via mail, second at least 30 days later via certified mail and third letter at least 90 days later. Other changes are not applicable to our HOA.
 - c. Schedule of fees has been published on the website.
 - d. Proposed change to resale certificate fee was filed with the county, and published on the website. Resale certificate fee has been increased from \$150 to \$275 and amendment to an existing resale certificate is \$75.
 - e. We are running approx. \$8100 ahead on our annual budget as of August-end.
 - f. Certificate of deposit will be up for renewal at the end of February.
6. AOB:
 - a. We should consider using paid zoom account for next annual HOA meeting
 - b. We should consider using paid software to handle email communications to homeowners given the challenges with using Gmail

Action Items from previous meeting:

- ~~1. Communicate pool smoking ban policy - Shae~~
- ~~2. Back to school communication - Bob~~
3. Email addresses to be reconciled - Joe and Sushant
- ~~4. Publish schedule of fees - Joe~~
- ~~5. Resale certificate fee and change fee - take to county clerk - Joe~~

Next meeting on Tuesday, 11/14/23, 7:00 PM at 3700 Everton. Joe will let us know if it needs to be an Open meeting

Action Items:

1. Send newsletter in October - Bob
2. Email addresses to be reconciled - Joe and Sushant
3. Reach out to Arnie to remove homeowners who have moved from Stafford Estates Facebook group - Shae

4. Communicate decision regarding HOA owned strip of property along Simmons to homeowners - Gordon