

SUGARBERRY PLACE PHASE II HOMEOWNERS' ASSOCIATION
January 27, 2021 – 7:30 PM – Meeting Minutes

DIRECTORS PRESENT:

Renee Foley - President
Pam Moore – Treasurer
Mary Meier – Appointed

IMC:

Kerrie Stone – Association Manager

CALL TO ORDER:

Meeting called to Order by R. Foley at 7:30 PM.

INTRODUCTION OF BOARD MEMBERS:

R. Foley introduced P. Moore as an elected member. She advised M. Meier is an appointed member and will need to be voted in at the next Meeting.

EXPLANATION OF MEETING TYPE:

R. Foley explained the purpose of this meeting is to allow the Board to discuss matters needing attention and make decisions. The meetings must be announced to the members, thus, members are welcome to attend. Members will be addressed once the Board has completed official business.

FINANCIAL OVERLOOK AND 2022 BUDGET:

R. Foley provided a pie chart in the packet, which shows how the Association allocates their HOA Assessments. The \$453.00 Assessment received breaks out as follows:

\$117.58	Admin (Insurance, Mgmt Fee, Legal Fees, Postage, Office Supplies)
\$167.61	Grounds Maint (Landscape, weed control, Pool, Pool Staff, Ditch Maint, Trash Pick-up)
\$ 90.60	Maint (Potholes, Curb Repair, Mailbox Repair, Drainage)
\$ 63.42	Utilities (Street Lights, Clubhouse water and Electricity)
\$ 10.62	Reserves (Big projects, Playground Equipment, Drainpipe repair)
\$ 3.17	Other (Community Events, Pool Tags)

R. Foley made a motion to accept the Budget presented. P. Moore seconds and the motion passed.

TRASH COMPANY:

The Waste Management contact with RRRTX is expiring. We have reached out to 2 other Waste Management Companies to see if we could get better service or a better price. Specifics of each company was presented to the membership. R. Foley made a motion to approve contract with Texas Pride to begin on 6/1/22. P. Moore seconds and the motion passed.

MAINTENANCE:

R. Foley discussed the \$53,000 spent in 2021, on drainage and damaged pipes .

NEW BUSINESS:

Chase Bank Account - R. Foley will be closing the account and solely using the CIT bank with IMC. A signature card will be sent in for P. Moore with a debit card being issued.

COLLECTIONS: Membership inquired on the delinquency of owners. Board advised there are 16 accounts presently with the Attorney. Once the 2022 Assessment becomes past due, the Board will review the Delinquency report and anyone owing more than 2 years will be sent a 1st Collection letter providing 30 days to remit payment in full or request a payment plan. Next action will be a 209 Certified letter, providing 45 days to pay or request plan. The 3rd action will be forwarding their account to the Attorney to begin their collection process.

COMMITTEES: The Board wants to create a Parking & Vehicle committee and a Neighborhood Watch Committee. The Association is seeking volunteers to help keep the neighborhood safe and bring the vandalism to a halt. The Vandalism is costing the Association money that could be better spent for needed repairs. The Committee may use social media or Next Door to inform owners of any suspicious activity.

OPEN FLOOR:

Parking at the Mailbox: Prohibited from 12:00 PM – 8:00 PM.

Clubhouse parking: Prohibited from 8:00 AM – 8:00 PM.

Dinosaur Park: If someone is visiting the park, they are allowed to park in a space at the mailbox.

Drainage on Berry Vine: Water accumulates as the drain is angled up vs down which impedes the water from flowing into the drain.

Towing: Towing is from 12:00 AM – 5:00 AM. One owner suggested we contact the Towing Company as they are not focusing on Berry Vine where multiple cars are on the street every night. K. Stone will contact the Towing Company to inquire.

Parking Permits: Please send your requests for permits to cottagegardensmail@yahoo.com as far in advance as possible, and prior to 8:00 PM.

Website: The Board is anticipating being able to schedule Clubhouse Rentals on the website. Please check the website as the minutes of each meeting will be posted.
cottagegardentomball.com

ADJOURN

R. Foley made a motion to adjourn at 8:57 PM. M. Meier seconded the motion and it carried unanimously.