

TIMBERLAKE ESTATES PROPERTY OWNERS ASSOCIATION

Annual Meeting Minutes

January 3, 2019

The Annual Meeting of the membership of Timberlake Estates Property Owners Association was held on January 3, 2019, at VFW #8905 located on 290 between Huffmeister and Telge Roads.

In Attendance:

All Board members were in attendance: Rasoul Sanefard, Axel Kirchgessner, Ralph Ruiz, Debbie Shifflet, Dean Nichols, Jeff Hellig, and Janice Shreckengaust. Management in attendance was Lee F. Waldheim.

Call to Order:

A quorum was established with 26 members in attendance. The meeting was called to order at 7:00 p.m.

Consideration of Adoption of Agenda:

Rasoul Saneifard requested a motion to adopt the agenda. Motion was made by Ralph Ruiz and second by Axel Kirchgessner. All in favor. Agenda adopted.

Consideration of 2018 Minutes.

The January 22, 2018, Annual Meeting minutes were previously uploaded to the website. A motion was made by George Franklin and seconded by Julia Gaitz to read the minutes, and motion passed. Debbie Shifflet read the minutes. George made a motion to approve the minutes as read, and Julia Gaitz seconded. After discussion some corrections were noted, and Rasoul asked for a motion to accept the minutes with corrections. Susan Herman made the motion and Julia Gaitz seconded. All approved with the corrections and or modifications as necessary.

Homeowners Discussions:

- Rebecca Stark stated that she would like to correct the statement in the 2018 Annual Minutes that the Management Company fired the previous Board. Monica Woodman shared that there was a conflict of interest with the Management Company and stated that TEPOA fired them. Rasoul will look into the contract from the Management Company and corrections to the Annual Minutes will be made if necessary.
- Sally mentioned the \$200.00 billing to all homeowners. Debbie responded and shared the reasons for the billing was to update the Treasurer's records.
- Sally Walters stated that she was under the impression that she was only to be charged for the one lot even though she has 2 lots.
- Rebecca Stark would like for the Board to introduce themselves.
- Lee shared the state laws regarding the Board positions.
- Rasoul spoke about the deed restrictions, amending the by-laws and the percentage of homeowners needed for the change. The attorneys will be checking on the by-laws and Deed Restriction to make sure that they are written correctly and clearly so they are easily understood.

- Sally Walters asked if, after all the changes are made, property owners will be notified of all changes.
- Mr. Harmon asked if they needed 51% of all homeowners or all lot owners. Lee said state law requires 67% of property owners.
- Charles Pietsch asked about the homeowners that have multiple lots. Lee shared that there will be only one homeowner vote per lot. He also said that all questions pertaining to the votes per owner, or votes per lots owned, will be clarified after the Board meets with its attorney.
- Rasoul advised all homeowners to respond to the 209 letters in regards to deed restrictions. Suggested sending an ACC (HIR) form before the improvements are started.
- Rasoul informed everyone that Action Property Management will now be writing the minutes for a fee. A motion was made by Sallie Chambers and seconded by Sally Walters to agree that Action Property Management Company write the minutes at a cost of about \$100, and motion passed with two oppositions (Jeff Hellig and Rebecca Stark).
- Lee offered that if anyone needs a copy of the deed restrictions, to stop by APM to get a copy free of charge.

Financial Report:

Lee read and explained the financials, TEPOA brought in \$43,000.00-plus in 2018. Maintenance cost was \$32,000, Management/Administrative - \$3,341, Legal - \$1,900, Insurance/HOA - \$3,939, Taxes/Audit - \$220.00, Misc Expenses - \$4,662. Total Expenses were \$46,659.00.

2019 Budget:

Lee handed out copies of the budget forecast for 2019. Projections are to bring in \$50,250.00 based on last year's assessments. Maintenance cost was \$31,000 depending on contracts. Administration - \$5,300, Legal - \$4,000, Insurance - \$4,000, Taxes - \$201.00, Other Expenses - \$2,600. Total expenses \$48,000. He is hoping to put some money into reserves for 2019. Rasoul asked for a motion to approve the 2019 budget. Michael Dziadik made the motion and Sally Walters seconded, with Rebecca Stark abstaining.

Questions on the Budget from Homeowners:

Homeowner asked what the difference is between the 2018 and 2019 billable, legal, and insurance cost. Lee explained.

Homeowner asked about the billing of the lots. Lee explained the billing will occur according to the by-laws.

Steve Beverding asked about the billing of the lots or single family structure (and stated we were always billed per Owner, no matter how many lots were owned). Rasoul again mentioned that Board will be meeting with the attorneys in this regard. Assessments will stand as they are, until reviewed and clarified with the attorney.

New Business:

Recycle - Janice stated Texas Pride will provide the recycle bins at a cost \$3.50 per home per month for the whole subdivision, but on an individual basis the cost is \$10.00 a month. It is full recyclable and has to have a minimum amount of people to participate. Sallie Chambers made a motion to do it individually, Rebecca Stark seconded, and motion passed. Trudy Dziadik opposed.

Landscaping – Rasoul shared several proposals for the landscaping. Board proposes that they stay with Yellowstone for a cost of \$12,470 for 26 visits, and asked for a motion to accept Yellowstone. A motion was made by Sallie Chambers, seconded by Sally Walters, and motion passed.

Sign Lights – Board member Axel Kirchgessner will get some bids for replacement.

Homeowners Forum:

- New directory? - Rasoul stated that they have not worked on it lately and he accepted the blame.
- Possibility of installing additional street lights? - Group was informed that they are very expensive, but Rasoul added after our CCR's are clarified, perhaps we will have additional income to gradually install more lights.
- What can be done about our septic system conditions and water in our subdivision? - Homeowner provided some information to upgrade septic to aerobic.
- Ralph Ruiz was recognized by Rasoul for his past service and contribution to the Board.

Rasoul asked for several volunteers to count the ballots from the recent Board election.

Voting Results for Four Expired Positions:

Dean Nichols

Jeff Hellig

Patrick Traynor

Trudy Dziadik

Doug Keith withdrew his name from consideration to serve on the Board.

The 2019 TEPOA Board Members:

Rasoul Saneifard

Axel

Janice Shreckengast

Dean Nichols

Jeff Hellig

Patrick Traynor

Trudy Dziadik

Rasoul asked for a motion to close the election, and Sallie Chambers made the motion, seconded by Suggie Harmon, and motion passed.


Being that there was no further business, George Franklin made a motion to adjourn the meeting, seconded by Sally Walters, and the meeting adjourned at 9:15 P.M.

***(Draft of Minutes audiotaped and transcribed by APM and reviewed by Jane Plumlee,
Administrative Assistant to the TEPOA Board)***

TIMBERLAKE ESTATES PROPERTY OWNERS ASSOCIATION

Annual Meeting Minutes

January 3, 2019

x 
TRUDY DZIADIK
Secretary