

**Southwyck Community Association
Minutes, Board of Directors Meeting
September 7, 2023**

A regular meeting of the Southwyck Community Association Board of Directors was held on September 7, 2023, via videoconference. Board members present: Helen Bilyeu, John Fisher, Vanessa Helmer, and Rick Nelson. Residents: Cathie Tydelski and Homer Franklin. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30 pm.

Homeowner input: Ms. Tydelski asked about water conservation requirements and whether we would have to turn off the lake fountain.

Secretary's Report: The August Board meeting minutes were tabled.

Treasurer's Report: The July financial reports were reviewed. A question was received about the CD that was cashed in. Ms. Dooley reported that the CD had been cashed and placed in the operating account when problems were experienced during the bank buyout transition. Payments were made from the Frost account temporarily, a new account with Chase was to be opened and there were concerns that additional cash might need to be transferred. Ms. Dooley also shared problems experienced in trying to get the Chase account opened. The bank wants all signers to be present. She is trying to get them to allow her to open the account and other signers go to a Pearland branch to complete the signature card. After discussion, a motion to accept the July financials was made, seconded, and passed.

Business: Project/Repair Updates - A proposal from Big Boy Landscape of \$1500 to remove and replace crepe myrtles was approved by motion made, seconded, and passed. Replacement will be done in the spring. Bids for replenishing the sand in the volleyball court and sandbox were reviewed. Ms. Dooley is to look for additional providers. The contractor repairing the tiles at the Sunset Park is still trying to find a better match. Additional grouting around columns is needed. Towing – Board members discussed the required procedures to tow a vehicle from the park. The draft sign was reviewed. There is a spelling error. 4 signs will be needed on 2 poles in the park driveway lanes. The intent of the signage is more to discourage overnight parking.

Ms. Dooley reported that bids for sun shade replacements have been requested from All Play, Kraftsman Playground, and McKenna Contracting. Mr. Nelson reported on water leak issues along Morgan Road that are being handled by Brazoria County MUD 2. One of the leaks has undermined the bridge at the street level. Once the leaks are repaired, sidewalk leveling needs to be done. It is unclear if that will also be MUD responsibility, or if they will expect/allow the HOA to handle leveling. Repairs to the swing set at the Lake Park should be completed tomorrow. Mr. Nelson noted that the parks are in pretty good shape. Ms. Dooley was instructed to contact Chris with Big Boy Landscape to replace missing valve box lids on Lakecrest. A breaker was replaced on the pump station. Breaker failure had caused cessation of water pumping. A potential preventive maintenance program will be investigated.

Reserve Study – Board members discussed different aspects of the reserve study. The brick wall needs to be walked soon in order to determine repair needs.

Collection Policy - Board members reviewed the draft revised collection policy. Ms. Dooley is to ask the attorney how collection of Section DRV legal fees should be handled if the owner is not delinquent on assessments.

Ms. Bilyeu suggested adoption of a park usage policy to include a fee for use by large groups. The dates identified for the All Board meeting are either October 17th or 24th. A motion was made to ratify email votes concerning a fence repair, waiver of late fees for 2 owners, and an October park/pavilion reservation

Executive session: The Board and Ms. Tydelski discussed problems with significant buildup of Section DRV legal fees before finally going to collection legal action. The current policy says accounts won't be turned over to legal for collections until they are delinquent for 2 payment cycles. The HOA attorney will be consulted for recommendations. One account was given a 2 week deadline extension for payment. A second account was approved for foreclosure.

There being no further business, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Kathy Dooley, Recording Secretary