

**LAND'S END HOMEOWNERS' ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS' MEETING**  
**March 24, 2022**

The following minutes reflect the actions taken by the Board of Directors (the "Board") of Land's End HOA (the "Association") at the executive meeting of the Board conducted on March 24, 2022 at 285 PR 5980, Yantis, Texas 75497

- I.** Jerri asked if we had a motion to call the meeting to order. So moved by Paul and seconded by Cathy. All agreed. Meeting called to order at 4<sup>PM</sup>

Attendees Jerri Dawson, Cathy Bastyr, Bill Russell, Joey Bush, Paul Tibbets, Juli Neace. Absent; Toya Dyess. A quorum is present.

Also in attendance were homeowners: Beverley Haynes, Sandra Russell, Greg Charles.

Jerri said that the February minutes were approved by email and posted on the website. She is aware of an error with the "links" of the previous minutes posted on the website and will be working to fix them.

**II. Committees**

Events Committee: Jerri acknowledged the injury of Judy Johnson and thus there was no report.

Maintenance (aka Road Committee): Jerri said the committee met to discuss the condition of the roads. They agreed the service road is the priority at a cost of \$48,000. No other recommendations were made.

The Architectural Committee: Jerri had a report from Brad Rogers outlining the ongoing changes and monitoring at various properties, including the Rogers' new construction on lot G45, a new fence and a fence removed at the Walters' lots L64&65, a garage at the Dennys' lot L78, awnings on the porch of Suzanne Bauer on lot G20, and an outdoor fireplace at the Diomedes' lot L48.

Wildlife Committee: The Wildlife committee have a plan to research how many feeders there are and how many people are manually feeding deer. They intend to visit and speak to homeowners who are in violation. They acknowledge it will take time, but eventually without feeding less deer will come to our neighborhood. Jerri reported that a dead deer had been found in the flowerbed at the Strauss home, possibly from eating a poisonous plant.

Shared Use Committee (Villas): Greg Charles reported to the Board. He shared copies of the four estimates he had received for Villa Grounds and Maintenance April 2022 thru March 2023. The villa homeowners had met and agreed to use Green Acres Landscape Management. He provided detailed copies of the Lawn Care Service Agreement for the Villas. Greg checked the two references offered by Green Acres and was completely satisfied.

It may be necessary to extend the water intake to keep water flowing to the villas' irrigation system. The work can be done in a couple of hours at a rate of \$70 per hour. Villa owners will continue to make separate arrangements for any work to their flower beds. He will change a broken sprinkler head, not damaged by his mowers, for \$35.

Greg reported that he has a \$7,000 bid (most conservative) to replace wood on the boathouse. Bill had looked at the boathouse and asked if the work was necessary. Paul said he had also been to see the boathouse and thought the structure was solid. Cathy asked if gutters were included in the \$7000. Greg said no, that would have to be done next. Greg said the contractor had shown him where work needs to be done. Jerri asked if Greg intended to get any other quotes but Greg said no due to the rising cost of wood and other contractors being too expensive or not available. It was agreed that this was a matter for the villa owners to approve. Jerri said Greg should write to them to get their approval in writing for their records.

### **III. Land's End Gates**

Jerri reported that an ambulance was not able to enter Land's End when it approached the Residential gate. Emergency services sirens are set to trigger the Service gates to open. Joey suggested that we give the Emergency Services the gate code for the Residential gate. The Service gate is set to fail open during power cuts, but not the Residential gate. Joey's son was locked out and found that the Service gate had remained closed. Jerri has asked the service engineer to test the system.

Cathy asked about the timing of the gates. Jerri said she had changed the timing when the clocks changed. On one occasion someone had overridden the system inside the box. Bill suggested locking the box. Jerri will do that. People staying at the lodges are given the gate code.

### **IV. CCR Amendment**

The Land's End CCRs do not currently allow rentals on a short-term basis. The Board recommends amending the CCR to update this language to keep up with technology of the times and the rise of internet sites such as Air BnB and VRBO. This amendment is intended to build upon and strengthen the existing restrictions against short term rentals.

Christina Tate has made suggestions to the wording of the amendment with notes for the Board's benefit. Cathy has used Christina's suggestions to prepare a letter to the property owners with necessary explanations and a request for their vote. The board members have copies to review, make comments or raise any concerns. Cathy said that any exception to the minimum rental period of 180 days would need to be put in writing to the Board for approval and they would have sole discretion. Paul said he would study the suggestions, the letter, and guide the board.

### **V. Policy Resolutions**

Jerri brought to the Boards attention two PRs with clerical errors due to oversight and requested the Board's approval to update them. She would have the PRs notarized and filed with the county. All agreed and approved this request.

PR 1 refers to Policy resolutions and Administrative Resolutions (ARs). The ARs were the result of changes in Texas State law and refer to Property Resale Certificates, Document Retention, bidding on contracts over \$50,000, and accounting procedures. The current LEHOA PRs are posted on the LEHOA website and filed with the county. The ARs have been notarized and filed with the county but not posted on the website. Jerri suggested that we create a packet similar to the PRs for the ARs to post on the website. The Board agreed.

Concerning the Document Retention policy adopted in September 2021, per Texas State Law. There are 6 boxes of documents total for the LEHOA. Jerri is verifying if there are Federal requirements as well. Also, Jerri found some documents relating to changes from the original lot development on file with the county. For example, in the past, some lot lines were moved after the first survey and some lots were split. The properties were resurveyed and the new lot lines posted with the county. The Board agreed that all architectural exceptions should be filed with the county.

#### **VI. Business being run from Residence.**

No more complaints have been received. PR11 provides the details that would confirm or deny whether there is any violation or not. No further action will be taken unless a complaint is received.

Jerri said that Ms. Blake had found two HOA violation notices on her front door. Jerri assured her that no violation notices from the HOA are posted in this manner. Ms. Blake would look for the notices and show them to Jerri.

#### **VII. HOA Grounds Maintenance**

Jerri said she had sent an email to the board with details of the estimate she had received from the Green Acres for the HOA grounds maintenance and had asked for board approval. Jerri asked the Board if anyone has questions. There was a discussion on the areas that were included in the contract. The Board agreed to the contract with Green Acres.

#### **VIII. Taxes on Villa Lot**

Cathy raised the ongoing issue of the taxes on Villa Lot 1&2. The owner has received his check back. David Wilson is not in attendance to update the board but he is pursuing the matter to establish if the correct taxes have been paid.

#### **IX. Budget**

Bill asked for clarification on the budgeted items for the maintenance and improvements common areas amounting to \$44,000.

Common Area Repairs & Maintenance includes Casburn \$6,500, dredge boat ramp \$4,500, culvert headwalls \$12,000.

Common area improvements include pier \$12,000 and fire pit \$3,100.

Cathy noted that the mowing contract for \$10,100 hadn't been included.

Discussion centered around the balance of the budget for Grounds Maintenance and Improvement versus money for the Roads. The board members expressed concern at only budgeting \$48,000 for the roads when traditionally \$80,000 has been budgeted annually. Jerri said the plan was only to do the road from the Service Gate to the club at a cost of \$48,000. She also said there is \$130,000 in Reserves for roads that could be used if necessary. Bill expressed concern that the road reserves would be quickly used up. Bill said the general rule of thumb for HOAs was total reserves of 3X the annual income. The discussion included the work that had been done in the past, a 5-year plan that was discarded, the merits or otherwise of patching roads, recommendations from contractors to fix the road base, and holes that are currently appearing in many places, possibly due to weather and/or construction traffic. Jerri's plan is to do a section each year until all the work is done.

The proposal for the dredging and building a pier was discussed and while there seems to be interest from a lot of people, the money may not be there. The cost and necessity for a firepit was discussed. There are donations which should keep the cost to the HOA below the \$3,100 in the budget. It was pointed out that regular cleaning of the pit may also be a future cost.

Last year's actuals were higher than budgeted, but included the very necessary work on the roads, gates and headwalls.

After much discussion, Jerri agreed to cut back on the common areas to add more to the roads. She proposed taking \$5,000 from the Common Area Repairs and Maintenance and taking \$10,000 from the Common Area Improvements. This results in \$63,000 for the Roads, \$20,000 for the Common Area Repairs & Maintenance (includes mowing and Casburns), and \$9,100 for improvements. There was a discussion about whether money can be moved, say halfway through the year, from roads to common areas. It seems it is not normal practice, but the budget could be amended. However, if there are reserves it would be normal to use that money. The Budget will be updated and emailed to the Board. All agreed to approve the updated budget by email.

**X.** No regular board meeting will be held before the annual meeting. Jerri will send out copies of the presentation for the meeting.

## **XI. Insurance**

Cathy is having a lot of difficulty finding a company to provide insurance for the HOA. Paul suggested Cole Hefner, who took over Watkins Insurance. Gregg said he has a brother in-law who may be able to help. Cathy will send Gregg an email detailing the needs of the HOA.

## **XII.**

Jerri asked for a motion to adjourn. Paul motioned. Joey seconded. All agreed. The meeting adjourned at 6.20PM