



Monday, 03/07/2022

## Attendees

Larry Howe, *President*

Jordan Dempsey, *Secretary*

Gale Armstrong, *Treasurer*

Nell Wood, *Bookkeeper*

Andrew Meitl, *Compliance Inspector*

Meeting Called to Order at 6:35PM

## Minutes, Old Business

### Review December Minutes

- Tal Fillingim, the engineer at Jacob and Martin, gave an update on the development of HP. Intent to follow Mr. Musgraves's original plans, including one HOA for the whole neighborhood. Explained the process of adding homes to the HOA. Section 11 is done in 4-5 weeks roughly. More plats to be filed a few weeks after that. Section 12 and 13 (150 lots). A Park on the north end of bunker hill is a possibility. At the end of the day, 220 homes are the goal.
  - Charts and plans of future development reviewed
  - Tal encouraged the HOA to dedicate drainage sites to the city of Abilene
  - Getting a mailbox for the HOA is an opportunity to use the lot that currently is the playground (2101 Independence).
- Minute's punctuation edited, Larry Motions to approve with edits, Gale 2nds

### 3142 Constitution

- The car was moved by MCS and the trashcan was also moved. Larry reviewed the ownership of the property. Larry sent a reminder on delinquent dues that were forwarded to the USA mortgage.

### Collections Update

- Larry gave a copy of the reminder letter sent out (yellow). The wording was reviewed and approved
  - Larry gave a copy of the proposed demand letter (red). Wording reviewed and approved.
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- 130 yellow letters were sent, some sent to 2 addresses due to differences between the info on Taylor CAD and Quickbooks.
- Fees for a certified letter to be included in the same bill sent out with the red letter.
- The fee is \$25 for the certified letter.
- Ryan suggests adding a statement to the red letter that clarifies what to do if the HOA has made an error in billing.

## 2326 Independence

- Reminder letter that showed \$72 owed and had not included the \$25 for a flat late fee. Board reviewed the situation and came to a solution.

## 2234 Republic

- \$144 paid March 2nd. January 2021 had not been paid at all. A yellow letter of \$369.27 was sent including the fees and interest along with all dues owed.

## Late Fee Interest Rates

- According to by-laws, we can only charge 10% per Annum, not monthly as quick books have been charging.
- To be in accordance with the bylaws 5% will be charged in late interest every 6 months (adding up to 10% each year).
- Interest for late fees in 2021 will be removed and recalculated at 10% per annum NOT 10% per month as they had been. The new amount will be the number sent out on the red letters.

## Website Update

- Andrew has access to the full account
- The homeowners and resident fees page on the website needs to be updated and reviewed. An updated form needs to be sent to Andrew
- Plant to let outlook 365 expire
- Minutes to be sent to Andrew from January and February
- GoDaddy account info is to be sent to Gale as a backup. GoDaddy is tied to Ryan O.'s card.

## Signs Update

- Gale showed proof. Gale moved for green black and red to be used.
- \$75 for inserts, \$35 for one more sign needed.
- Interchangeable options of cheap corrugated material at \$20 apiece. Board approves 4 of them to be printed. \$300 estimated for all needed pieces including neighborhood inspections signs.
- Andrew will keep the signs in the storage facility.

## Quarterly Meeting Update

- Scheduled with Beltway north on Sunday, April 10th at 5 PM. Donation of \$100 to be made for the quarterly meeting.

## HPHA Easter Egg Hunt

- Melina recommends against a bounce house
- Forms reviewed of prices. Melina estimates around 120 people. Total price to be around \$300 for eggs and all other materials excluding the bounce house. Allow up to \$400 for the budget.
- Saturday, April 9th 11:30 to 1PM to allow more board members to be present.
- Yard Sale 4/30, dumpster May 7th

## NEW BUSINESS

### Landscape Bids

- Timmers, M&L, and Masterscapes sent bids. The board reviewed the prices and quality of bids.
- Boards on liberty have been repaired, still some lost ones on 351. Larry spoke with Chandler.
- Gale motions we use Masterscapes for having the most competitive bid, Larry 2nd. Board approves.

### Bookkeeper Contract

- Nell gave her plans for the board and plans to give her final plans later this month or ASAP.
- Nell provided copies of the financial statement for the board to review.
- The first meeting in April plans to be fully dedicated to interviewing the 3 different bidders. A zoom is an option.
- The next meeting will Monday, April the 4th. Meeting place TBD

**Ryan O. Motions to adjourn 9:29 PM, Second by Jordan D.**