

HOLIDAY HARBOR COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
Friday, March 22, 2024, 1:00 p.m.
Dennis Gay Home

Board of Directors Present:

Dennis Gay Sherri Nelius
Paul (Skip) Rabuse Tom Zalewski
Darrell Doyle

Committee Members Present:

Katheryn McGuigan Carl Nelius
Lorraine Rabuse Kurt Hickey
Charles Borland

MINUTES

❖ **COMMUNITY FORUM (NONE)**

- ❖ **MEETING CALLED TO ORDER:** The Board of Directors Meeting of the Holiday Harbor Community Association, Inc. ("HHCA") was called to order by Dennis Gay, President, at 1:02 p.m.

- ❖ **ATTENDEES/QUORUM:** Quorum established.

- ❖ **LAST BOD MEETING MINUTES:** February 17, 2024. **Motion to approve minutes: Tom Zalewski Seconded: Paul (Skip) Rabuse; Board Vote: Unanimous Minutes Approved.**

❖ **BUDGET:**

➤ **TREASURER'S REPORT:**

- **Balance Sheet:** Skip briefly discussed the items listed on the Balance Sheet and stated the expenditures were pretty much in line with the original projections. Skip pointed out that the office supply expenses (toner/paper) were a lot higher for February and Sherri explained that she had ordered a set of toner and box of copy paper which should complete the office supply expenses for the remainder of this budget cycle (July 1, 2023 – June 30, 2024). The Balance Sheet does not include any Boat Ramp monies. Tom stated that the total assets have to equal the total liability and equity. Sherri asked who the CPA is for HHCA and Skip stated he works with a woman at H&R Block in Huntsville (Skip will provide info to Sherri) and she has not found any problem with our paperwork.
- **Past Due Maintenance Fees/Boat Ramp Usage Fees:** Skip stated there is no change in the collection of the past-due maintenance fees. There are still four property owners who have not paid. Fourteen (14) of 60 HHCA property owners have paid boat ramp usage fees and one original non-HHCA property owner has paid the boat ramp usage fee of \$200.
- **Legal:** Skip reported we received a bill from the attorney for \$81.25. Dennis explained the bill is for a brief call (1/4 of an hour) to discuss upcoming lien filings, etc.

- **2024-2025 MAINTENANCE FEE INVOICES:** Sherri asked the Board to review the two drafts of the maintenance fee invoices in their folders. One would be for half-year billing and the other would be for a full year. Sherri further stated that the maintenance fee invoices usually go out around May 1st. Dennis stated the proposed billing cycle change should be voted on again at the Annual Meeting. After a brief discussion, it was decided the maintenance fee invoices should go out on May 1st as usual and should the billing cycle change pass, a credit would be shown on the invoices for 2025 that would be billed at the first of December 2024.

➤ **COMMITTEE REPORTS:**

➤ **ARCHITECTURAL CONTROL COMMITTEE:**

- Wilson/Haueter Home – Kurt stated the construction will not be finished by the end of May.
- Valiente Property – Kurt stated Sherri had received an inquiry from the Valiente's concerning a question from Precision Homes regarding the culvert requirements. Apparently, the existing culvert has collapsed. Kurt stated he told Sherri to tell the Valiente's they would need to contact Mark Nettuno, Precinct 4 Commissioner.

➤ **BEAUTIFICATION COMMITTEE:** No report. Dennis commented he has heard a lot of positive comments about the sign and the new lights.

➤ **BOAT RAMP COMMITTEE:** Tom Zalewski stated a cleanup of limbs and branches had been done to the area around the boat ramp. However, the boat ramp area has not been mowed. Kurt Hickey commented that Dale Holloway had told him Michael Davidson was still planning on mowing the boat ramp area. Tom commented that the boat ramp area should probably be mowed at least twice a month. Tom also stated that Ivy Construction should be starting on the boat ramp repairs. They were supposed to start last week but the weather prohibited the start of the repairs.

Tom stated he will be filing the taxes for the boat ramp next week.

Kurt briefly mentioned his concern about the funds available to do the ongoing boat ramp repairs and reminded the Board about the \$3,600 given to HHCA by the old Boat Ramp Committee to help pay for legal fees regarding the Boat Ramp Agreement.

➤ **DEED RESTRICTIONS/BYLAWS COMMITTEE:** Darrell briefly reviewed the revised proposed changes to the Deed Restrictions and Bylaws with regard to correcting the error from maintenance fees billed by property owner to maintenance fees billed by number of lots owned by property owner, and the change to the July 1st maintenance fee billing date should the change to the billing cycle pass at the Annual Meeting. Sherri asked if a new set of Deed Restrictions and Bylaws could be done rather than adding another amendment so that HHCA could have one good set of Deed Restrictions and Bylaws. Darrell stated that yes that could be done but a question for the attorney would be whether to use "Restated" Deed Restrictions and Bylaws or "Amended" Deed Restrictions and Bylaws. Dennis stated he will call the attorney to find out.

➤ **DREDGING COMMITTEE:** Charles stated the paperwork on the plans has been completed and should go out by Certified Mail on Monday of next week. In the comments section, Charles stated he is asking for "hydraulic" dredging. Dennis commented on what a great job Charles had done on the plans and how time consuming getting the paperwork ready had been. Charles commented that one big difference is the Federal codes that must be followed, and that information is having to be obtained that normally is not required. Charles asked Sherri if she would rather have an electronic version or hard copy of the plans being submitted for HHCA's records and Sherri stated both would be nice but definitely a hard copy.

Charles mentioned that the Carters have obtained three bids and want to move forward with the plans for the new peninsula. Also, Charles stated he wants to have a dredging meeting in April and April 19th was discussed as the date for the dredging meeting.

➤ **EVENTS COMMITTEE:**

- **Golf Cart Poker Run:** Lorraine briefly discussed the upcoming Golf Cart Poker Run on April 20th and stated that a flier has been sent out about the event. There will be four host locations: Gay, Gardner, Hickey and Nelius. Lorraine asked if the boat ramp area could be mowed the day before the event as the boat ramp area is the starting point for the Golf Cart Poker Run. Lorraine also asked for approval to spend a maximum of \$100 for supplies for the Golf Cart Poker Run. **Motion to approve spending a maximum of \$100 for supplies for the Golf Cart Poker Run: Tom Zalewski Seconded: Skip Rabuse Board Vote: Unanimous; Approved**
- **Annual Meeting – Potluck Dinner:** Skip and Dennis have volunteered to cook two briskets for the Potluck Dinner after the Annual Meeting. Lorraine stated that the Community is being asked to RSVP with the number of attendees to help with planning and are also being asked to bring a side dish such as bread/rolls, coleslaw, potato salad, etc. Lorraine asked for \$300 to spend for the briskets and paper supplies for the potluck dinner. **Motion to spend \$300 of HHCA money for two briskets and paper supplies for the Potluck Dinner after the Annual Meeting: Tom Zalewski Seconded: Skip Rabuse Board Vote: Unanimous Approved**
- **4th of July Parade:** Lorraine stated the July 4th parade would begin around 5:00 p.m. and discussed the information she had acquired about doing fireworks. One bid received was for \$15,000. She also stated she had been told there is someone in Nederland that sells fireworks and that her son-in-law had offered to help with the fireworks display. He felt like he could do a good show for about \$3,000. Lorraine suggested donations be asked for from the Community. Dennis asked about what we would make from the Golf Cart Poker Run and expressed his concern about asking the Community for so many donations and stated that HHCA will not be spending any money this year on fireworks. If 20 people donated \$150 each for fireworks that would be \$3,000. Lorraine also stated there will be no food for after the July 4th Parade. Everyone is welcome to bring their own chairs, wine and beer.

➤ **VIOLATIONS COMMITTEE:** No report.

❖ **OLD BUSINESS:**

- **Board Policy – Fines and Fees.** Darrell briefly reviewed the draft of the Board Policy for Fines and Fees. Sherri commented that the Board Policy would need to be formatted the same way previous Board Policies had been formatted to allow for recording in the San Jacinto County Records. Sherri will send a sample format to Darrell.
- **Discussion with Attorney:**
 - **Liens:** Dennis reported on his discussion with the HHCA attorney regarding filing liens on past-due maintenance fees, mowing, etc. After discussion with the attorney and the Board, it was decided to send out certified letters again to two of the four property owners to see if a response is received. If no response is received, then HHCA will have the attorney start the lien process.
 - **Equipment for HHCA Secretary:** After some discussion regarding retention of HHCA records and use of personal equipment by the HHCA Secretary (computer, printer, etc.), it was suggested that an external hard drive be purchased for the HHCA Secretary to store HHCA documents and this would help free up space on the Secretary's personal computer. This hard drive could easily be passed on to future HHCA secretaries. **Motion to approve purchasing an external hard drive**

for HHCA Secretary: Skip Rabuse Seconded: Tom Zalewski Board Vote: Unanimous Approved

❖ **NEW BUSINESS:**

- **Boat Ramp Usage Fee – Transfer Policy:** Sherri stated that recently the question had been asked if a property owner sells his property and has paid the boat ramp usage fee, does the new owner have to pay the fee again or does the payment carry forward to the end of the year. This particular policy had not been discussed previously by the Board. Sherri further stated she had talked to Tom Zalewski, and he said the Boat Ramp Committee would allow the fee to transfer to the new owner. **Motion to make the Boat Ramp Usage Fee a transferable fee to new property owners for the remainder of the year in which the boat ramp usage fee was paid: Skip Rabuse Seconded: Tom Zalewski Board Vote: Unanimous Approved**
- **2024-2025 BOD Meeting Calendar:** Sherri stated that the Board needed to decide on the dates for BOD meetings starting in June 2024 through May 2025 so that a new BOD Meeting Calendar could be handed out at the Annual Meeting. A draft of the new dates selected is attached and will be reviewed again at the next BOD meeting on April 19th for final approval.
- **Annual Meeting** – Document Drafts:
 - **Notice to Community of Annual Meeting:** There were some suggested changes and Sherri will send out a new draft next week for approval by the Board.
 - **Last Annual Meeting Minutes** – June 3, 2023: No changes. Tom suggested that the Community Minutes from the February 24, 2024 Community Meeting be presented for approval at the Annual Meeting as well as the previous year's Annual Meeting Minutes. It was agreed by the Board to send both sets of minutes to the Community to review before the Annual Meeting.
 - **Nominations Committee – Update:** Katheryn McGuigan reported no nominations had been received to date.

❖ **NEXT BOD MEETING:** Friday, April 19, 2024, at 4:00 p.m., Dennis Gay's house.

❖ **MOTION TO ADJOURN:** Tom Zalewski; Seconded: Darrell Doyle. The meeting was adjourned at 3:51 p.m.

SHERRI L. NELIUS, Secretary
HHCA