

SHADOW ROCK HOA BOARD MEETING

Minutes for October 3rd, 2024

Presiding Board:

Stuart Yearout, President
James Hurley, Vice President & Secretary
Leigh Rayl, Treasurer & Design Review Committee

HMS Property Management:

Kayla Brown, Property Manager

Meeting Location: Peace Lutheran Church Grounds

Call to order at **6:30** pm by Stuart Yearout.

PRELIMINARIES

- 1) Review & Approve September 2024 Meeting Minutes
 - a) Motion to approve: Stuart, Seconded: Leigh, Motion Approved
- 2) Review & Approve August & September Financials
 - a) August Financials Acct. 6505-00; Pool Maintenance, error of \$4206.04 should be in Acct 6500-00
 - b) Apparently not corrected in September Financials by HMS
 - i) Kayla with HMS to inquire about it.
 - c) Motion by James to move August & September financials for review in Budget Committee, Second by Shari Hurley - Approved

COMMUNITY MANAGER'S REPORT

- 1) Pool Repair – August & September ledger entry
 - a. Will be reviewed in Budget Committee (See above)
- 2) Mowing/Landscaping Bids
 - a. No bid from A&B
 - b. See previous minutes for other bids
- 3) Pool Maintenance Bids
 - a. Humble Pool bid pricing stayed the same as 2024 Contract
- 4) HVAC Repair bids
 - a. Epic Heating & Cooling – no response
 - b. Mini-splits repair cost could be higher than cost of new
 - c. Motion table costs to Budget committee by Stuart, Seconded by Leigh, Approved
- 5) Tree Spraying Bid – Bid from Tree Top
- 6) Tree Trimming bid – SLM
 - a. Not required for 2025, trees are acceptable
- 7) Annual mailing for Shadow Rock Board candidacy and Special Meeting cannot go out on same mailer due to time period between them. They must be separate mailings.
 - a. Candidacy mailing can be no more 60 days out from Annual Meeting
 - b. No “write-ins” due to legal issues
 - c. Meeting shall be a ‘Zoom’ digital meeting like January 2024 Annual Meeting
- 8) Special homeowner meeting announcement to be post-marked NLT Friday, October 4th
 - a. Meeting time to be 5:30 to 6:30 pm on November 7th.
 - b. Include Proxy info with mailing
 - c. November Board Meeting to follow

HOMEOWNER'S FORUM

- 1) Homeowner: No comments from Owner's present

COMMITTEE UPDATES

- 1) DRC progress on DRC Guidelines/Bylaws

- a. Met last Tuesday 24th of September
- b. Will be editing a final draft of the guidelines for Board approval
- c. There seems to be a bug in the CINC Portal app regarding DRC Project Requests
 - i. Sai Muntimadugu submittal was not recorded
 - ii. HMS to submit an IT ticket to their IT dept.
- 2) Discussion regarding voting on Bylaws, CC&R's & proxies
- 3) Inactive member removal of Committee Member
 - a. Define in Shadow Rock Board bylaws a new rule regarding committee inactivity
 - b. Each committee may define in their bylaws (if needed) may also address same
- 4) Pond Committee
 - a. James mentioned the upcoming Committee meeting that was set for October 10th that was to discuss the 5-year pond development plan, and a potential request for \$5,000.
 - b. The Board felt the committee was too inactive and that Committee Chair never attended Board meetings to give updates or planning intentions.
 - c. Motion to disband the Pond Committee made by Shari Hurley (homeowner)
 - i. Seconded by Leigh – Ayes (2), Abstained (1)
 - d. Board will make future decisions regarding pond development and will appoint another committee in the future.
- 5) Monument Committee
 - a. Placed more mulch around trees and rear of South monument
 - b. Trimmed trees and grounds around trees on East and west side of 13th street monument
 - c. Repaired some water lines
 - d. Board has authority to create an easement on a homeowners property for sake of Reserve development. The Board want to run a water line across (ADDRESS Ryan
- 6) Welcome Committee – no updates
- 7) Budget Committee
 - a. Increase Annual Association dues by approx.19.4% (\$140.00) to \$860.00 annually
 - b. Motion to increase annual dues as noted above by James, Seconded by Stuart, Approved
 - i. Mailing to go out in December 2024 and effective January 2025
 - ii. Increased Landscape mowing costs
 - iii. Repairs on irrigation system in several areas
 - iv. Monument maintenance costs and development
 - v. Better funding of Shadow Rock Reserves
 1. Shadow Rock is 10 years into major equipment failures and replacement
 - a. (1) Pool pump – 10 years life
 - b. (2) Well pumps & equipment – 20 years life
 - c. Asphalt Shingles (Pool Room & Cabana) – 15-20 years life
 - d. HVAC replacement – 15-20 years life
 - e. Pool chairs and lounge chairs– 5 years life
 - f. Playground equipment replacement – 10-15 years life
 - g. Playground rubberized padding – 10 years life
 - h. Pool Filter maintenance – 5 years
 - i. Pool Chlorinator – 5-10 years life
 - j. Filtration valve repair & replacement – 10- 15 years life
 - k. Pool Equipment fencing– 15 years life
 - l. Concrete crack repairs
 - vi. Pool improvements and repairs
 1. HVAC Repairs
 2. New chairs and lounges
 3. Adjustable shade screens for Cabana
 4. Pool water Auto-leveler
 5. Auto door closers to retain conditioned air in bathrooms
 6. Repaint parking lot striping

7. Additional life preserver
 8. Ornamental trees on south & west side of pool for privacy
 - vii. Pond development costs & maintenance
 1. Tree cutting & removal
 2. Association signage
 3. Water treatment & aeration
 4. Water quality consulting fees
 5. Future development of north pond tree belt
 - viii. Future development of Reserve G irrigation and care
- 8) Pool Care Update
- a. Purchased two (2) UHD Reolink security cameras for west side of Pool Room
 - b. Acquired one (1) LED 1080p security monitor
 - i. Replacing the one on loan from James
 - c. Purchased the large metal shelf to store Christmas decoration, pool cover & bathroom care products too big for bathroom cabinets

NEW BUSINESS

1. Board Member terms – Bylaws allow for term appointments longer than one (1) year to establish knowledge and experience continuity.
 - a. Section 4.3 of CC&R's allows staggered terms – definition needs refining
 - b. In next election of January of 2025 the Board will elect to staggered terms
 - i. Kayla to inquire of HMS as to proper protocol to accomplish this fairly yet effectively
2. Error on Inspection report – HMS to cancel

Meeting Adjourned 8:03 PM Stuart motions to adjourn, Leigh Seconded. All vote yes.
Next Meeting Date is November 7th.

Respectfully submitted: James Hurley, V.P. & Secretary Shadow Rock LLC HOA