

## **Bluebonnet Highlands Homeowners' Association**

### **Meeting Minutes – Virtual Council Meeting**

**April 20, 2020**

Meeting called to order at 6:30 pm. All Council members (Brandon Baird, David Bencaz, Sherry Blackwell, David Plaisance, and Caroline Tomeny) present via videoconferencing. All employees (Kate Cook – Representative, Erin Simonson – Administrator, and Daniel Williams – Accountant) present via videoconferencing.

#### **Administrator's Report – Erin Simonson**

The Council approved an HIR for a black aluminum gate.

A homeowner on Springlake Drive has contacted the HOA about a large tree in poor condition on the HOA property behind his home. According to the deed restrictions, certain homes on Springlake Drive have a private use servitude on the HOA land, but the homeowner is responsible for maintenance up to 35' beyond his property line. The HOA is responsible for maintenance beyond 35' from the property line. The tree at issue is 45' from the property line, so it is the responsibility of the HOA. Erin will contact a few tree companies for quotes to take down the tree.

Erin will continue to work on a new logo and will send more examples to the Council to consider.

A homeowner has asked whether the Council would approve the use of lattice fencing over an existing aluminum fence to create more privacy in a lake lot backyard. The homeowner has not yet submitted a request to install lattice fencing, but based on the information provided, the Council does not believe there would be an issue with using lattice fencing, as long as the fence height requirements are met.

The Council approved Erin's request to create an up-to-date homeowner email list to use to send out deed restriction violation notices.

The Council previously approved an HIR for a shed. The HIR stated that the shed would be built using "like materials." A neighbor has complained that the shed has a tin roof, which was not specified in the HIR. The Council would not have approved a tin roof, so the Council asked Erin to contact the owner of the shed to have the tin roof removed.<sup>1</sup>

#### **Accountant's Report – Daniel Williams**

The dues collection rate is current 80-85%.

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<sup>1</sup> Following the meeting, Erin reviewed the HIR, email correspondence from her predecessors, and past Council decisions regarding roof material. On April 22, 2020, she advised the Council that the approved HIR did, in fact, specify on page 3 that a galvanized metal roof would be used on the shed. Erin also identified for the Council four (4) other HIR approvals for metal/aluminum roofs on patio covers and storage sheds dating back to 2017. Erin noted that the deed restrictions do not specify the type of roofing materials that may be used, and past email correspondence indicates that prior Councils have concluded that metal roofs are not prohibited. After a discussion on the Council's internal message board, the Council decided not to require the owner of the shed to remove the tin roof. The Council would like the HIR form to be amended to require homeowners to provide more specific information in their requests. Additionally, roofing materials will be added to the Council's list of suggested deed restriction amendments.

The Council approved Daniel's request to begin filing liens on homes with balances in excess of \$500.

A homeowner has asked that the Council waive HOA dues for the second half of the year due to the pandemic. After a discussion, the Council decides that it will work with homeowners who have been adversely affected by the pandemic on a case-by-case basis, rather than a wholesale waiver of dues or late fees. In the next newsletter, homeowners will be encouraged to contact Daniel with concerns regarding payment of dues.

The Council approves the assessment of late fees at a rate of 14%, as in years past.

### **Representative's Report – Kate Cook**

GreenUp has recommended that the HOA plant sweet viburnum along Hilltree Lake to serve a border between BBH and the land under development. The ideal planting time is September. GreenUp has provided an estimate of \$70k-\$80k. Kate will get another opinion and quote.

Kate presented a homeowner Request to Address the Council – why wasn't the basketball court closed when the pool was closed? The HOA closed recreational facilities as recommended by legal counsel, and it was not recommended that the basketball court be closed. The HOA will continue to proceed on the recommendations of counsel, so swimming pool will remain closed at this time.

There is a home in Springlake in which the lessee died. The Council decides that it is not the responsibility of the HOA to contact the homeowner.

The bike rake at the Clubhouse has been fixed. Kate will find out if the tree needs to be replaced.

The next meeting will be on May 18, 2020 at 6:30 pm, like via videoconferencing again.

Meeting adjourned at 8:02 pm.

Minutes respectfully submitted by Caroline Tomeny, Council secretary.