

**Board Meeting Minutes  
Quail Creek Homeowners Association  
May 2, 2017**

**Location: 304 Pheasant Hill Drive**

**In attendance:**

Shana Nalls, President  
Casey Berley, Secretary

David Fuller, ARC  
David Hoye, ARC

**Voting:**

Shana Nalls, President  
Rhonda Smith, Treasurer via proxy to Shana Nalls  
Ken Daulong, ARC Chair via proxy to David Fuller  
David Hoye, ARC

Brad Peters, Vice President via proxy to David Fuller  
David Fuller, ARC  
Casey Berley, Secretary

**I. Call to Order and Opening Business**

Meeting was called to order at 7:10 p.m. by Ms. Nalls. Following roll call, a quorum was declared. Ms. Nalls asked for acceptance of the agenda and Rules of Decorum; acceptance by unanimous consent.

**II. Homeowner/Guest Comments and Concerns**

Mr. Todd Griffith and Mrs. Michelle Steinhagen were present.

**III. Immediate Action Items**

A. Approval of Minutes

1. Minutes of April 4, 2016, were submitted by Mr. Berley in advance of the meeting. Motion to approve by Mr. Hoye; second by Mr. Fuller. Motion approved by unanimous consent.

B. Treasurer's Report

1. Reviewed April Financial Statement. Motion to table Treasurer's Report pending questions for Rhonda Smith regarding content by Ms. Nalls; second by Mr. Berley. Motion to table by unanimous consent.
2. No expense reimbursement requests were made.
3. A) Motion to pay bill/charges for counsel from attorney Archibald made by Mr. Berley; second by Mr. Hoye. Motion approved by unanimous consent  
B) Motion to purchase updated HOA manuals made by Ms. Nalls; second by Mr. Hoye. Motion approved by unanimous consent.
4. 2016 Special Assessment Project: 6 (six) homes have not paid 2017 Special Assessment payment. Rhonda Smith has sent a reminder to those homeowners with outstanding payments via electronic means and by letter dated March 17.

C. City of McClendon Chisholm – Household Hazardous Waste Collection Day was a success!

1. Special thank you to Ken Daulong for donating the use of his utility trailer.

#### **IV. Committee Business**

- A. Architectural Review Committee
  - 1. Street update – none at this time. Will review collections after FM 1139 approach is completed
  - 2. Other updates – none
  - 3. New applications - none
- B. Landscape Committee
  - 1. No update provided.

#### **V. Other Business**

- A. Clint Packer Memorial Park –vendor unresponsive. Written notes from the checklist review were provided by Ms. Nalls for review.
- B. Next board meeting set for June 6, 2017, at the Steinhagen home – 304 Pheasant Hill Dr.

#### **VI. Open Forum**

- A. Mrs. Steinhagen expressed concern with dogs roaming loose in the neighborhood. Mr. Hoyer expressed the same concern as did Mr. Berley and Mr. Fuller. Mr. Berley offered to call the Packers regarding English Setters seen roaming loose in the neighborhood.
- B. Concern for speeding vehicles within Quail Creek was also expressed by Mrs. Steinhagen with support from all that attended the meeting. Mr. Griffith suggested approaching/consulting with the city of McClendon Chisholm and County of Rockwall regarding speeding concerns and potential remedies for the concern.

#### **VII. Violation Hearing**

- A. Mr. Todd Griffith who resides at 263 Pheasant Hill was present per his request for a hearing before the board concerning violation letters and a fine letter for violation of Article 8.5 – trailer/boat storage. Mr. Griffith indicated that it is his desire to comply with the CC&Rs associated with the QCHOA and offered an apology to the board for violating the Article in question. Mr. Griffith acknowledged receipt of all correspondence from the board regarding violations of Article 8.5 and asked for leniency/a reduction in the amount of the fine assessed by the board.
- B. Ms. Nalls acknowledged to all in attendance that a resident in receipt of a fine notice can appeal to the QCHOA membership at the Annual Meeting of the members for forgiveness of a fine assessed by the board. She further stated that whether or not the membership forgave the fine was based upon a vote of the membership. Last, Ms. Nalls indicated that she was uncertain as to whether the board could forgive a fine or reduce the amount of a fine after it had been issued to a homeowner per the CC&Rs.

#### **VIII. Recess to Executive Session**

- A. Discussion regarding fine letter and reduction of fine for boat/trailer at home on Pheasant Hill Drive per hearing.
- B. Discussion regarding a violation and fine letter for storage of construction materials – Pheasant Hill Drive.
- C. Discussion regarding fine letter for boat/trailer stored at home located on Pheasant Hill Drive.
- D. A violation letter previously discussed at last month's meeting concerning a truck and trailer parked in front of a residence on Pheasant Hill Drive was not sent due to the violation being cured prior to the letter being sent.

#### **VIII. Reconvene in Open Session**

- A. Based upon a material fact brought forth in Executive Session, board members agreed to eliminate the fine previously assessed for CC&R violation (Article 8.5 – boat/trailer storage) on Pheasant Hill Drive discussed during this meeting's violation hearing.
- B. Board members agreed to assess and send fine letter in the amount of \$300 to homeowner on Pheasant Hill Drive regarding storage of construction materials if materials are still present on 05/15/17.

- C. Board members agreed to assess and send fine letter immediately to home on Pheasant Hill Drive concerning Article 8.5 boat/trailer storage as homeowner has received a violation notice for same within the previous six months.

**IX. Adjourn**

- A. Motion to adjourn meeting by Mr. Hoye; second by Mr. Berley. Motion approved by unanimous consent. Meeting was adjourned at 9:10 p.m.

Respectfully Submitted,

Casey Berley  
Quail Creek HOA Secretary