

Dominion Ridge HOA

Meeting Minutes

February 25, 2021

- I. Meeting called to order: Jennifer called the meeting to order at 7:06 p.m.

Those in attendance were Alec Stafford (later), Mike Johns, Mary Mugnier, Bill Kuhn (later), Kaylin Booker, and Jennifer Skinner from IMC. Conducted In-Person, Teams and Teleconference. 1 owner attended.

- II. Approval of Minutes: Mike motions to approve minutes from January 28, 2021 meeting, Mary 2nd the motion, motion carries.

- III. Treasurer's Report: IMC went over the report. Mary motions to approve financials for December 2020, Mike 2nd the motion, motion carries.

IV. New Business-

- a. Board positions: Alec Stafford – President; Mary Mugnier – Vice President; Mike Johns – Treasurer; Kaylin Booker – Secretary; and Bill Kuhns – Director
- b. Post freeze plants have been pruned by landscaping. The board will see what else is damaged as winter ends.

V. Old Business-

- a. Board discussed the policies presented from Bryan Fowler (legal counsel) from 2019 that need to be adopted by the board. Mike made a motion to adopt the Records Retention, Records Production, Payment Plan, Email Actions, Architectural Control Guidelines and Regulations, Mary 2nd the motion, motion carries.
- b. Pressure wash and seal the outside of the fence along League Line Road. Mike made a motion to collect bids for the fence wash and sealing along League Line Road, Mary 2nd the motion, motion carries.
- c. City of Conroe & Post Ridge Ditch – Alec updated the board that Frank Jackson helped facilitate the City coming and making repairs to the ditch. The repairs are completed.
- d. Iron Fence – The board discussed the fence being replaced with powder coated aluminum. Will get bids.
- e. Park Lighting – The board discussed the lighting needs at the park. Need light and electricity at the pavilion. Mary and Alec will get a bid. Talked about landscape lighting at the corners of the park to help illuminate walkways. All using photocell for activation.
- f. Build up reserves – The board discussed the need to increase the reserve account. It is recommended to have one full year's assessments in a savings account. At this time the community have \$10k and needs about \$40k more. The need for additional funds is to pay for inflation in landscaping contractors, repairs, large repairs like the front monuments, park items and retention pond. Board will think about a potential increase in dues to help accumulate the funds needed to prepare for the future needs of the community so that future boards will not need to assess owners to pay for expenses. Maximum amount without an owner vote is 15% of the current assessment - \$86.

VIII. Executive Session-

- a. Legal/Collections – 6 outstanding balance to send second late letters in March
- b. Deed Violations – approved 2 deed violations
- c. ACC Applications – nothing new
- d. Builder's deposits – board reviewed each deposit and determined that \$2000 will remain in deposits to refund. \$7500 is not eligible refund.

Adjournment- meeting adjourned at 8:25 p.m.