Seven Coves Association, Inc.
Monthly Board Meeting
Tuesday, November 28, 2023
Clubhouse
Agenda

1. **Call Open Session to Order** 5:15pm

2. **Recess into Executive Session** (Board members only)
   a. Collections
   b. Deed Restriction Violations
   c. Legal Matters, Authorization for Foreclosure
   d. Adjourn Executive Session

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3. **Reconvene Open Session** (Open to all property owners) 6:30pm

4. **Summarize Executive Session**

p. 20 5. **President's Welcome**

p. 21-24 6. **Review/Approval of Minutes of Last Board Meeting, 10/30/2023 & 11/14/2023**

7. **Reports**
   a. Financial report
   b. Committee reports
      i. Architectural Control Committee
   c. Manager's report
      i. Deed restriction enforcement
      ii. Marina occupancy report

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8. **New Business**
   a. Annual assessment billing
   b. Marina Committee – possible roles and responsibilities
   c. Consider and Vote on Bid Process

p. 44-51

9. **Old Business**
   a. Marina Slip Renters 1 Month Free in 2024
   b. 2024 Budget
   c. Breakwater repair update
   d. Cable/telecom pedestals

10. **Actions Taken Between Meetings** - approve breakwater repair

11. **Adjourn Open Meeting**

12. **Adjournment**

13. **Open Forum**

November 2023 Newsletter from the President

Welcome everyone,

Hope everyone had a great Thanksgiving and didn't over indulge. This will be our last board meeting for 2023.

Keven removed the two trees at the front of the subdivision and you can actually see the signs now. Now that it's cleaned up, if anyone has suggestions on sprucing up the signage please email Melissa at mbessey@imcmanagement.net.

After long hours and several meetings, Tim completed the 2024 budget. At a special meeting on November 14, 2023 the 2024 budget was approved unanimously. Due to rising cost and the age of our subdivision it was necessary to raise our HOA dues by fifty dollars for 2024.

Our breakwater sidewalk is finally being repaired. After receiving three bids, the board unanimously voted by email to except the bid from Sovann Prak Investments for $15,554.00. The work will be started as soon as possible.

On November 18th Seven Coves had our annual BBQ Cook Off. Everyone said it was very successful. The winners are as follows:

Grand Champion Buckaroo BBQ - 1st place for beans and chicken.

Seven Coves Mafia – 1st place brisket and ribs, 2nd place potato salad and chicken

DoLittle – 1st place potato salad, 2nd place beans, brisket and ribs.

We want to thank Jackie for re-decorating the clubhouse Christmas tree this year a job well done.

Thank you for attending tonight's meeting and we hope to see you in January 2024.

Don Chronister
President Seven Coves HOA

Seven Coves Association, Inc.
Monthly Board Meeting Minutes
Monday October 30, 2023
Seven Coves Clubhouse and via Conference Call

Call to order: 5:15p.m. Don Chronister called the meeting to order and immediately recessed into Executive Session. Executive Session adjourned at 6:00pm.

Seven Coves Board Members Present:
Don Chronister, Larry Roberts, John Shepherd, Tim Steinmuller, and Bill Valka

IMC Representatives Present:
Melissa Bessey and Tammy Perry

Reconvene Open Session Don Chronister reconvened Open Session at 6:30pm.

Executive Session Summary – Don Chronister summarized actions taken in Executive Session:

- Tim Steinmuller made a motion to send a preliminary attorney letter to all delinquent accounts. Larry Roberts seconded the motion; motion carried 5:0.
- Tim Steinmuller made a motion to send delinquent property owner accounts with a balance equal to or greater than $1,000 to small claims court to seek a judgment. Larry Roberts seconded the motion; motion carried 5:0.
- Tim Steinmuller made a motion to send delinquent marina owner accounts with a balance equal to or greater than $700 to small claims court to seek a judgment. John Shepherd seconded the motion; motion carried 5:0.
- Deed restriction violations were discussed. The Board explored compliance strategies.
- Accounts with the attorney were discussed. John Shepherd will research SJRA regulations.

President's Report given by Don Chronister, President
October newsletter from the President, by Don Chronister

Welcome everyone,

This month we had a special election for one vacancy on the board. The candidates were John Shepherd and Cynthia Murch. Before the election, Cynthia Murch withdrew from the election. There were two write-in candidates, Don Newman and Robin Ware. John Shepherd received the majorities of the votes and was elected to the board. The board continued with the meeting nominating titles for the board members.
Don Chronister, President
John Shepherd, Vice President
Tim Steinmuller, Treasurer
Larry Roberts, Secretary
We are continuing to collect bids for the clubhouse deck and the breakwater. The breakwater is the number one concern at this time. Hopefully we can have the breakwater completed soon. As far as the clubhouse decking, and on the advice of the last contractor, he stated we could possibly wait for two

years before it would become necessary to replace the deck. We may need to shore up or replace the railing sooner though.
We are looking into cleaning up the front entrance signs on both sides of the entrance by removing the small trees and possibly painting the brick walls and installing solar lights.
Remember tomorrow is Halloween so be careful driving and be aware of the children.
Thank you for attending tonight's meeting and we hope to see you next month.

Minutes – Larry Roberts made a motion to approve meeting minutes from 9/26/23. John Shepherd seconded the motion; motion carried 5:0.

Financials – Larry Roberts made a motion to approve financial reports for 9/30/23. John Shepherd seconded the motion, motion carried 5:0.

Committee Reports

1) Clubhouse Report – There are five reservations so far for the rest of the year.
2) Architectural Control Committee – Robert Yetter reported that were 12 applications processed since the last Board meeting: 11 were approved, 1was denied. Project types included a roof replacement, exterior painting, fence, window replacement, pool, new home construction, bulkhead work, patio, and door alteration.
3) Manager Reports by Melissa Bessey
   a) Deed Restriction Violations – 98 first notice letters were sent in September, and 133 previous violations were closed.
   b) Marina Occupancy Report – Total slips = 244. There were 61 vacant as of 10/23/23. 79% occupancy in August and 76% occupancy in September.

New Business

1) Marina Slip Renters 1 Month Free in 2024. The Board debated the pros and cons of the one-month free discount for those who pay for their marina slip for a year rather than monthly. John Shepherd made a motion to table this topic until the November 28th meeting. Larry Roberts seconded the motion; motion carried 5:0.
2) 2024 Budget. Larry Roberts made a motion to table the budget. John Shepherd seconded the motion; motion carried 5:0.
3) Parking Tag Color in 2024. John Shepherd made a motion to approve orange parking window cling stickers for 2024. Tim Steinmuller seconded the motion; motion carried 5:0.
4) Removal of Small Trees at Entrance. Larry Roberts made a motion to have Kevin Isaacks remove the small trees at the entrance near the Seven Coves signs. Tim Steinmuller seconded the motion; motion carried 5:0.
5) Christmas Lights Installed. Don Chronister got a bid for professional installation of Christmas lights at the entrance, the office, and the clubhouse. The Association would own the lights, and the installer would store them when not in use. The bid was $4,600. John Shepherd made a motion to have Kevin Isaacks install Christmas lights again this year. Bill Valka seconded the motion; motion carried 5:0.

Old Business

1) Marina Eviction Process. Larry Roberts made a motion to approve and adopt the Marina Slip Default Procedure effective January 1, 2024. John Shepherd seconded the motion; motion carried 5:0. All marina tenants will be sent a copy of the Marina Slip Default Procedures in advance of 1/1/24.

2) Bids to Complete Jetty/Sidewalk Repair. Don Chronister received a bid to replace the entire sidewalk on the jetty for $70,000. He will meet with a contractor this week to discuss cutting out damaged sections and repouring new concrete only in those sections rather than replacing the whole sidewalk. Bill Valka advocated for holding Lake Conroe Construction accountable for breaking the sidewalk in five places.
3) Cable/Telecom pedestals. Tim Steinmuller contacted Suddenlink about the damaged pedestals and was told someone would come out to review
4) Reminder: Fall Garage Sale scheduled for November 4, 2023

Actions taken between meetings – Repair fingers on Dock 4. (Typo on agenda stated “Dock 1.”)

Adjournment: Don Chronister adjourned the meeting at 7:15 p.m.

Open Forum: Property owners were given time to ask questions and share comments with the Board.

Meeting closed at 7:55pm.

Seven Coves Association, Inc.
Special Called Board Meeting Minutes
Tuesday, November 14, 2023
Seven Coves Clubhouse

Call to order: 6:30pm, Don Chronister called the meeting to order.

Seven Coves Board Members Present:
Don Chronister, Larry Roberts, John Shepherd, and Tim Steinmuller
Absent:
Bill Valka

IMC Representatives Present:
Melissa Bessey

Consider and Vote on 2024 Budget
Tim Steinmuller reviewed the planned expenses, special projects including the clubhouse deck and the jetty repair, and reserve contributions that make it necessary to raise the annual assessment by $50 to $575/lot. Larry Roberts made a motion to accept the 2024 budget. John Shepherd seconded the motion; motion carried 4:0.

Announce 2024 Annual Assessment
Tim Steinmuller made a motion to set the annual assessment at $575/lot in 2024. John Shepherd seconded the motion; motion carried 4:0.

Adjournment: Don Chronister adjourned the meeting at 7:01 p.m.

Open Forum: Property owners were given time to ask questions and share comments with the Board.

Seven Coves Association POA

Balance Sheet For 10/31/2023

Assets		
1000 - CIT Checking operating	$103,092.01	
1001 - CIT Reserves	$540,717.08	
Total Assets		**$643,809.09**
Receivables & Deposits		
1028 - Residential Assessments	$45,271.43	
1029 - Allowance for Bad Debt	($20,000.00)	
1031 - A/R Adjustment Account	$71,960.95	
1032 - Prepaid Insurance	($1,202.65)	
1028-1 - Clubhouse Resident	$150.00	
1028-5 - Trailer Resident	($720.00)	
1028-6 - Trailer Non Resident	$810.00	
Total Receivables & Deposits		**$96,269.73**
Fixed Assets		
3004 - Clubhouse	$17,685.00	
3005 - Dock Flotations	$69,823.78	
3006 - Playground equipment	$49,705.66	
3007 - Marina Boat Slips and Covers	$1,061,031.37	
3008 - Maintenance Building	$10,533.44	
3009 - Land	$33,701.00	
3010 - Maintenance Equipment	$20,046.44	
3011 - Accumulated Depreciation	($1,458,895.82)	
3012 - Lighthouse	$22,875.00	
3013 - Office Building	$47,710.21	
3015 - Pool	$105,368.23	
3016 - Trailer Lot Fence	$31,224.90	
3017 - Clubhouse Equipment & Improvement	$64,089.98	
3018 - Bulkhead	$103,240.60	
3019 - Office Furniture	$2,791.14	
3020 - Pool Bathhouse	$21,070.01	
3021 - Marina Cameras	$35,802.89	
3022 - Marina Rewire	$19,000.00	
3023 - FM 830 Fence	$81,343.09	
Total Fixed Assets		**$338,146.92**
	Total Assets	**$1,078,225.74**

	$32,864.41	
Total		**$32,864.41**
Liabilities		
2000 - Loan Note	$366,513.64	
2001 - Refundable Const. Deposits	$40,532.50	
2002 - Unearned Comm Assessements	($76.00)	
2003 - Accounts Payable	($5,254.07)	
2004 - Unearned Assessments	$9,795.00	
2005 - Prepaid Assessments	($9,635.03)	
2006 - Refunds to Owners	($2,944.91)	
2007 - Marina Deposits	$3,000.00	
2008 - Transfer IMC	$672.80	
2009 - Clubhouse Deposit	$12,400.00	
Total Liabilities		**$415,003.93**

Seven Coves Association POA

Balance Sheet For 10/31/2023

Equity		
3000 - Retained Earnings	$572,340.04	
3002 - Capital Reserves	$58,017.36	
Total Equity		**$630,357.40**
	Total Liabilities / Equity	**$1,078,225.74**

Seven Coves Association POA

Statement of Revenues and Expenses 10/1/2023 - 10/31/2023

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Operating Income							
Recurring Assessments							
4000 - Maintenance Fees	-	-	-	426,761.66	428,400.00	(1,638.34)	428,400.00
4001 - Commercial Assessment	-	-	-	72,976.00	75,999.00	(3,023.00)	75,999.00
Total Recurring Assessments	**-**	**-**	**-**	**499,737.66**	**504,399.00**	**(4,661.34)**	**504,399.00**
Miscellaneous Income							
4100 - Maintenance Late Fees	(50.00)	666.67	(716.67)	4,390.00	6,666.70	(2,276.70)	8,000.00
4101 - Interest	265.89	416.67	(150.78)	3,621.05	4,166.70	(545.65)	5,000.00
4102 - ACC Building Permits	125.00	416.67	(291.67)	5,927.40	4,166.70	1,760.70	5,000.00
4106 - Fine & Fee	-	166.67	(166.67)	550.00	1,666.70	(1,116.70)	2,000.00
4108 - Transfer Fees	300.00	312.50	(12.50)	2,050.00	3,125.00	(1,075.00)	3,750.00
4110 - Franchise Income	-	1,833.33	(1,833.33)	13,106.36	18,333.30	(5,226.94)	22,000.00
4111 - The Landing Income	120.00	416.67	(296.67)	1,200.00	4,166.70	(2,966.70)	5,000.00
4115 - Bank Interest	326.90	16.67	310.23	1,507.79	166.70	1,341.09	200.00
4126 - Key Fob	30.00	83.33	(53.33)	455.00	833.30	(378.30)	1,000.00
4129 - Small Claims Recover	1,205.15	1,000.00	205.15	5,705.70	10,000.00	(4,294.30)	12,000.00
Total Miscellaneous Income	**2,322.94**	**5,329.18**	**(3,006.24)**	**38,513.30**	**53,291.80**	**(14,778.50)**	**63,950.00**
Rental Income							
4200 - Clubhouse Rental Resident	3,300.00	4,166.67	(866.67)	32,860.00	41,666.70	(8,806.70)	50,000.00
4201 - Clubhouse Rental Non Resident	-	1,666.67	(1,666.67)	-	16,666.70	(16,666.70)	20,000.00
4201-1 - Clubhouse Cleaning	400.00	-	400.00	400.00	-	400.00	-
4202 - Marina Resident	5,358.00	9,946.00	(4,588.00)	89,423.95	99,460.00	(10,036.05)	119,352.00
4203 - Marina Non Resident	14,812.00	17,010.00	(2,198.00)	152,901.97	170,100.00	(17,198.03)	204,120.00
4204 - Trailer Lot Resident	(241.16)	1,208.75	(1,449.91)	13,441.01	12,087.50	1,353.51	14,505.00
4205 - Trailer Lot Non Resident	-	871.25	(871.25)	8,345.00	8,712.50	(367.50)	10,455.00
Total Rental Income	**23,628.84**	**34,869.34**	**(11,240.50)**	**297,371.93**	**348,693.40**	**(51,321.47)**	**418,432.00**
Total Income	**25,951.78**	**40,198.52**	**(14,246.74)**	**835,622.89**	**906,384.20**	**(70,761.31)**	**986,781.00**
Operating Expense							
Maintenance							
5000 - Mowing	5,205.04	4,275.83	(929.21)	51,323.49	42,758.30	(8,565.19)	51,310.00
5002 - Landscaping & Beautification	75.00	1,083.33	1,008.33	3,621.63	10,833.30	7,211.67	13,000.00
5004 - Common Area Tree Maintenance	48.71	1,583.33	1,534.62	5,373.71	15,833.30	10,459.59	19,000.00
5006 - Courtesy Patrol	3,225.49	3,023.75	(201.74)	31,642.99	30,237.50	(1,405.49)	36,285.00
5007 - Security Cameras	1,623.75	2,083.33	459.58	18,770.19	20,833.30	2,063.11	25,000.00
5015 - Maintenance Supplies	-	41.67	41.67	426.49	416.70	(9.79)	500.00
5016 - Clubhouse	314.22	-	(314.22)	29,659.28	28,000.00	(1,659.28)	28,000.00
5017 - Marina	4,798.88	2,916.67	(1,882.21)	30,171.91	29,166.70	(1,005.21)	35,000.00
5018 - Office	325.42	83.33	(242.09)	759.78	833.30	73.52	1,000.00
5019 - Tennis Court	649.50	183.33	(466.17)	1,133.08	1,833.30	700.22	2,200.00
5020 - Pool	-	416.67	416.67	6,696.16	4,166.70	(2,529.46)	5,000.00

Seven Coves Association POA

Statement of Revenues and Expenses 10/1/2023 - 10/31/2023

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Operating Expense							
5021 - General Expenses	1,931.63	1,666.67	(264.96)	12,637.91	16,666.70	4,028.79	20,000.00
5022 - Pool Cleaning Contract	920.13	632.00	(288.13)	7,923.93	6,320.00	(1,603.93)	7,584.00
5023 - Gen Maint Playground	-	167.00	167.00	2,213.01	1,670.00	(543.01)	2,000.00
5024 - Pool Monitor	1,295.13	791.67	(503.46)	12,374.35	7,916.70	(4,457.65)	9,500.00
5025 - Trailer Lot	-	41.67	41.67	549.00	416.70	(132.30)	500.00
5031 - Garbage Removal	27,128.82	13,333.33	(13,795.49)	137,498.93	133,333.30	(4,165.63)	160,000.00
5032 - Pest Control Services	368.05	42.00	(326.05)	2,396.66	420.00	(1,976.66)	500.00
5034 - Lighthouse	-	-	-	29,348.44	27,000.00	(2,348.44)	27,000.00
5050 - Bulkhead Repairs	-	2,083.33	2,083.33	-	20,833.30	20,833.30	25,000.00
5053 - Fire Extinguisher Service	-	-	-	726.36	-	(726.36)	-
5056 - Maintenance Supplies	-	-	-	376.64	-	(376.64)	-
5066 - Capital Reserves Expense	-	-	-	2,123.89	-	(2,123.89)	-
5068 - Clubhouse Cleaning	750.00	166.67	(583.33)	4,805.00	1,666.70	(3,138.30)	2,000.00
5069 - Event Coordinator	550.00	167.00	(383.00)	1,450.00	1,670.00	220.00	2,000.00
5071 - Member Relations	1,179.68	250.00	(929.68)	3,489.31	2,500.00	(989.31)	3,000.00
5076 - Vehicle Maintenance	496.15	208.33	(287.82)	2,265.94	2,083.30	(182.64)	2,500.00
5077 - ACC Inspector Expense	200.00	-	(200.00)	3,800.00	-	(3,800.00)	-
5080 - Cable/Internet	180.00	-	(180.00)	180.00	-	(180.00)	-
Total Maintenance	**51,265.60**	**35,240.91**	**(16,024.69)**	**403,738.08**	**407,409.10**	**3,671.02**	**477,879.00**
Utilities							
5100 - Electric General	480.94	650.00	169.06	4,880.37	6,500.00	1,619.63	7,800.00
5101 - Water & Sewer	517.88	516.17	(1.71)	3,867.33	5,161.70	1,294.37	6,194.00
5102 - Electric Marina	351.72	204.17	(147.55)	1,160.27	2,041.70	881.43	2,450.00
5103 - Electric Clubhouse	1,280.94	590.75	(690.19)	4,187.47	5,907.50	1,720.03	7,089.00
5104 - Electric Trailer Lot	161.16	67.50	(93.66)	708.58	675.00	(33.58)	810.00
5105 - Electric Tennis	512.08	278.17	(233.91)	1,633.81	2,781.70	1,147.89	3,338.00
5106 - Electric Pool	1,193.66	758.33	(435.33)	3,792.51	7,583.30	3,790.79	9,100.00
Total Utilities	**4,498.38**	**3,065.09**	**(1,433.29)**	**20,230.34**	**30,650.90**	**10,420.56**	**36,781.00**
Administrative							
5200 - IMC(Investment Management Co)	10,146.24	10,146.42	.18	101,462.40	101,464.20	1.80	121,757.00
5201 - Postage	2,344.95	333.33	(2,011.62)	7,048.29	3,333.30	(3,714.99)	4,000.00
5202 - Office Supplies	121.46	333.33	211.87	3,256.98	3,333.30	76.32	4,000.00
5203 - Advertising	-	333.00	333.00	1,256.29	3,330.00	2,073.71	4,000.00
5204 - Bad Debt	-	-	-	10,736.89	-	(10,736.89)	-
5205 - Credit Card Fees	20.00	-	(20.00)	1,140.19	-	(1,140.19)	-
5206 - Phone Internet	189.36	166.67	(22.69)	1,530.30	1,666.70	136.40	2,000.00
5207 - Depreciation	9,000.00	9,166.67	166.67	90,000.00	91,666.70	1,666.70	110,000.00
5208 - Property Taxes	-	404.83	404.83	(606.30)	4,048.30	4,654.60	4,858.00
5209 - Meeting Expense	(43.29)	41.67	84.96	(72.55)	416.70	489.25	500.00
5214 - Advertisement	-	-	-	580.44	-	(580.44)	-
5221 - Loan Interest	1,246.12	1,250.00	3.88	11,844.38	12,500.00	655.62	15,000.00

Seven Coves Association POA

Statement of Revenues and Expenses 10/1/2023 - 10/31/2023

	Current Period			Year To Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Operating Expense							
5229 - Summer help Patrols	-	-	-	1,848.00	-	(1,848.00)	-
Total Administrative	**23,024.84**	**22,175.92**	**(848.92)**	**230,025.31**	**221,759.20**	**(8,266.11)**	**266,115.00**
Professional Fees							
5300 - Legal-Collections	-	-	-	2,837.96	-	(2,837.96)	-
5302 - Attorney Services	2,698.15	1,667.00	(1,031.15)	20,845.20	16,670.00	(4,175.20)	20,000.00
5305 - Security	-	-	-	242.00	-	(242.00)	-
5307 - Accounting Services	-	416.67	416.67	3.01	4,166.70	4,163.69	5,000.00
5317 - SJRA Fee	-	2,750.00	2,750.00	22,593.93	27,500.00	4,906.07	33,000.00
Total Professional Fees	**2,698.15**	**4,833.67**	**2,135.52**	**46,522.10**	**48,336.70**	**1,814.60**	**58,000.00**
Insurance							
5401 - Casualty/Truck	-	-	-	102,342.65	95,000.00	(7,342.65)	95,000.00
5450 - Bank Fees	(25.00)	-	25.00	(100.00)	-	100.00	-
Total Insurance	**(25.00)**	**-**	**25.00**	**102,242.65**	**95,000.00**	**(7,242.65)**	**95,000.00**
Total Expense	**81,461.97**	**65,315.59**	**(16,146.38)**	**802,758.48**	**803,155.90**	**397.42**	**933,775.00**
Operating Net Total	**(55,510.19)**	**(25,117.07)**	**(30,393.12)**	**32,864.41**	**103,228.30**	**(70,363.89)**	**53,006.00**
Net Total	**(55,510.19)**	**(25,117.07)**	**(30,393.12)**	**32,864.41**	**103,228.30**	**(70,363.89)**	**53,006.00**

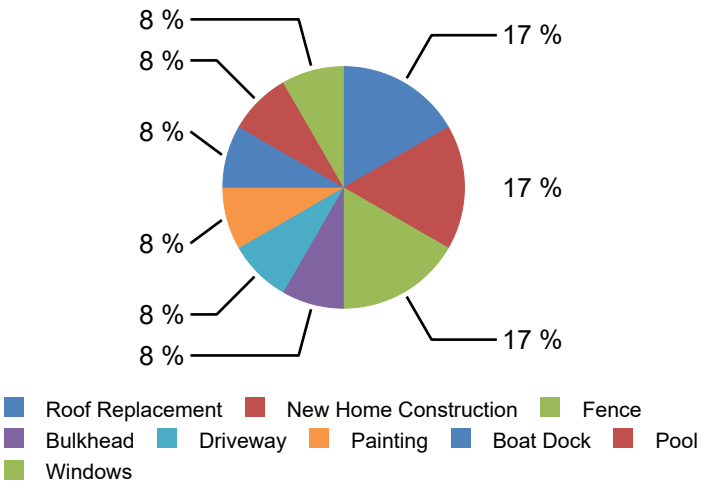
Seven Coves Association POA

ARC Report - Detail for 10/24/2023 - 11/27/2023

SUMMARY

Approved (3rd Party & In House)	**9**
Boat Dock	1
Bulkhead	1
Fence	2
New Home Construction	1
Painting	1
Roof Replacement	2
Windows	1
Approved with Conditions (3rd Party & In House)	**1**
Pool	1
ARC Review (In House)	**1**
Driveway	1
Denied Application (3rd Party & In House)	**1**
New Home Construction	1
Total	**12**

TOP DISTRIBUTION BY TYPE



Approved (3rd Party & In House) (Total Count = 9)

6778 Kingston Cove Lane Daphne Jennings XN: 1257714 Acct: 611130416	Painting - Application to repaint exterior.
7099 Kingston Cove Lane Lee Staiger XN: 1209201 Acct: 611129982	Bulkhead - Application to repair bulkhead.
7035 Gentle Breeze Drive Janice Conner XN: 1272796 Acct: 611130232	Roof Replacement - Application to replace roof.
5345 Montego Cove Wendy Miller XN: 1283871 Acct: 611148161	New Home Construction
7167 Kingston Cove Lane Jacqulyn Ross XN: 1285766 Acct: 611153253	Roof Replacement
7099 Gentle Breeze Drive Gloria Franklin XN: 1269800 Acct: 611130323	Fence - Application to build a backyard fence with a gate on either side of the house.
7171 Kingston Cove Lane Alisa Velasco XN: 1261039 Acct: 611130199	Boat Dock
5129 Greenwater Drive Titan Foundation LLC XN: 1228979 Acct: 611149267	Fence - Application to build a 6' cedar fence with a 6" rot board on one side property line and the rear property line. Also applying to build a gate on either side of the house.
7086 Shady Knoll Lane Tiffany Morris XN: 1217116 Acct: 611130178	Windows - Application for 9 replacement windows.

Approved with Conditions (3rd Party & In House) (Total Count = 1)

5022 Lakeshore Drive Michael Glezman XN: 1211004 Acct: 611152419	Pool

Seven Coves Association POA

ARC Report - Detail for 10/24/2023 - 11/27/2023

Denied Application (3rd Party & In House) (Total Count = 1)

5345 Montego Cove Wendy Miller XN: 1176390 Acct: 611148161	New Home Construction - Application to construct new home at 5345 Montego Cove. Application denied. The deed restrictions for Section 1, #4 - Location of Improvements Upon the Lot, require that a garage not face the street unless set back 60 feet from the front property line. The house, as drawn, is not in compliance with this requirement.

ARC Review (In House) (Total Count = 1)

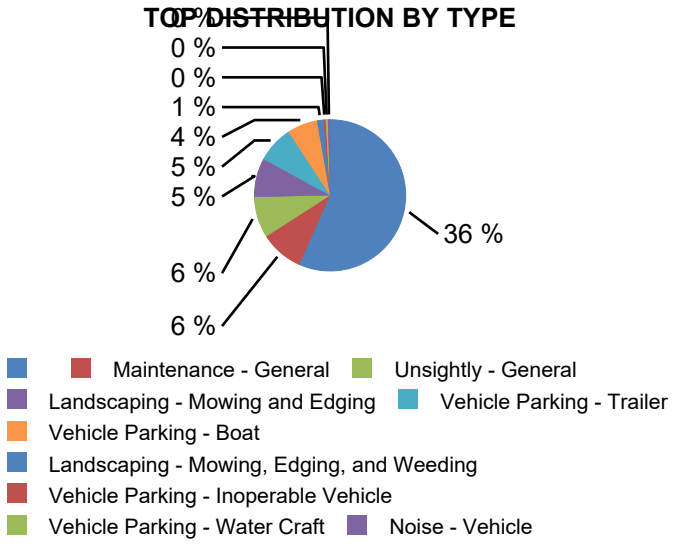
7034 Pleasure Lake Drive Stephen Hale XN: 1269820 Acct: 611154867	Driveway - Application to expand driveway and expand patio.

Seven Coves Association POA

Violation Report - Detail for 10/1/2023 - 10/31/2023

SUMMARY

209 IMC w/cure	**2**
Landscaping - Dead Tree(s)	1
Unsightly - General	1
Closed	**300**
	123
Decorations - Holiday Decor	1
Garbage and Refuse Storage and Disposal - Unstored Trash	10
Landscaping - Dead Grass	7
Landscaping - Dead Tree(s)	3
Landscaping - Edging	2
Landscaping - Edging and Weeding	1
Landscaping - General Yard Maintenance	1
Landscaping - Mowing	35
Landscaping - Mowing and Edging	16
Landscaping - Mowing, Edging, and Weeding	3
Landscaping - Prune Trees	1
Landscaping - Sodding/Resodding	3
Landscaping - Weeding	7
Lot Maintenance - Mailbox	4
Maintenance - General	18
Noise - Vehicle	1
Parking - Vehicles in Grass	1
Signs - Advertising	2
Signs - General	2
Unsightly - Furniture	3
Unsightly - General	14
Unsightly - Landscaping Materials/Equipment	2
Vehicle Parking - Automobile(s)	1
Vehicle Parking - Boat	12
Vehicle Parking - Inoperable Vehicle	1
Vehicle Parking - Parking in unauthorized Areas	3
Vehicle Parking - Recreational Vehicles/Trailers	4
Vehicle Parking - Trailer	17
Vehicle Parking - Vehicle Repair	1
Vehicle Parking - Water Craft	1
First Notice	**36**
Architectural - Fence	2
Fencing - Fence Disrepair	1
Garbage and Refuse Storage and Disposal - Branches	1



Seven Coves Association POA

Violation Report - Detail for 10/1/2023 - 10/31/2023

Garbage and Refuse Storage and Disposal - Unstored Trash	1
Landscaping - Dead Plants/Bushes	2
Landscaping - Edging	3
Landscaping - Mowing	6
Landscaping - Mowing and Edging	2
Landscaping - Weeding	1
Lot Maintenance - Mailbox	1
Maintenance - Driveway Grass	1
Maintenance - General	2
Signs - Advertising	1
Signs - General	3
Unauthorized Construction	1
Unsightly - Appliances	1
Unsightly - General	4
Vehicle Parking - Boat	2
Vehicle Parking - Recreational Vehicles/Trailers	1
Total	**338**

November 2023 MARINA OCCUPANCY REPORT

		Occupancy Rates			
		Total # of Slips	**Vacant**	**This month**	**Last month**
Dock #1	**Covered**	36	6	83%	86%
	Uncovered	28	14	50%	64%
	Dock #1 Total	64	20	69%	77%
Dock #2	**Covered**	54	7	87%	89%
Dock #3	**Covered**	60	22	63%	63%
Dock #4	**Covered**	27	8	70%	70%
	Uncovered	39	10	74%	74%
	Dock #4 Total	66	18	73%	73%
Overall	**Covered**	177	43	76%	77%
	Uncovered	67	24	64%	70%
	TOTAL	244	67	73%	75%

SEVEN COVES ASSOCIATION, INC.
LEGISLATIVE POLICIES IN COMPLIANCE WITH TEXAS PROPERTY CODE

STATE OF TEXAS §
§
COUNTY OF MONTGOMERY §

WHEREAS Seven Coves Association, Inc., (hereinafter the "Association") a Texas nonprofit corporation, is the governing entity for Seven Coves, Sections 1-6, subdivisions in Montgomery County, Texas, according to the maps or plats thereof, recorded in the Real Property Records of Montgomery County, Texas, under Document Nos. 275425, 290874, 762408, 762411, 7611811, and, 7611812, respectively, along with any supplements, amendments, annexations and replats thereto (hereinafter the "Subdivision"); and,

WHEREAS in 2021, the Governor of the State of Texas signed Senate Bill 1588 into law, thereby amending the Texas Property Code; and,

WHEREAS Section 202.022 of the Texas Property Code was amended to establish the right of property owners whose property is subject to restrictive covenants to install and maintain certain types of pool enclosures; and,

WHEREAS Section 209.0052 of the Texas Property Code was amended to require that property owners' associations establish a bid process for any proposed contract for services that will cost more than $50,000.00; and,

WHEREAS Section 202.023 of the Texas Property Code was amended to establish the right of property owners whose property is subject to restrictive covenants to install and maintain certain types of security measures; and,

WHEREAS Sections 202.018 of the Texas Property Code was amended to more specifically define the degree to which property owners within the Subdivision may maintain religious displays on their property; and,

WHEREAS Section 209.007 of the Texas Property Code was amended to provide additional hearing procedures that a property owners' association must follow when enforcing deed restriction violations for which an Owner is entitled to an opportunity to cure the violation; and,

WHEREAS Section 209.00505 of the Texas Property Code was added to provide hearing procedures that a property owners' associations must follow with respect to informing an Owner of a denial of an application submitted to the architectural review authority for the Association and providing for a hearing process to enable an Owner receiving such a denial to appeal the denial; and,

WHEREAS to the extent these *Legislative Policies in Compliance With Texas Property Code* conflict with any existing governing document or dedicatory instrument of the Association

or Subdivision, these *Legislative Policies in Compliance With Texas Property Code* shall control by virtue of such contrary provision being pre-empted by State law; and,

WHEREAS to the extent any existing governing document or dedicatory instrument does not conflict with these *Legislative Policies in Compliance With Texas Property Code* or the Texas Property Code, such provision remains in full force and effect, including requirements that application for and approval of improvements be obtained prior to installation; and,

WHEREAS this Dedicatory Instrument represents Restrictive Covenants as those terms are defined by Texas Property Code §202.001, et. seq, and the Association shall have and may exercise discretionary authority with respect to these Restrictive Covenants;

NOW THEREFORE, in view of the foregoing and in compliance with the Texas Property Code, the Association hereby adopts and imposes on the Subdivision the following *Legislative Policies in Compliance With Texas Property Code*:

I. SWIMMING POOL ENCLOSURE POLICY

Pursuant to Section 202.022 of the Texas Property Code, an Owner may install and maintain a swimming pool enclosure on their property to the extent it satisfies the criteria in paragraph one below and complies with the regulations set forth in paragraphs two through six below.

1. "Swimming Pool Enclosure" shall mean a fence that:

    a. surrounds a water feature, including a swimming pool or spa;

    b. consists of transparent mesh or clear panels set in metal frames;

    c. is not more than six feet in height; and

    d. is designed to not be climbable.

2. All Swimming Pool Enclosures must conform to applicable state and local safety requirements.

3. No Owner may install a Swimming Pool Enclosure prior to submitting a written application to, and receiving written approval from, the Association's architectural review authority (hereinafter the "ACC").

4. All Swimming Pool Enclosures in the Subdivision must completely surround the relevant water feature.

5. All Swimming Pool Enclosures must consist of black transparent mesh set in black metal frames, or clear panels set in black metal frames. However, alternative materials and styles of Swimming Pool Enclosures may be considered by the ACC on a case by case basis if in

harmony with surrounding structures and compatible with the architectural design and appearance of the subdivision

6. All Swimming Pool Enclosures, and all Swimming Pool Enclosure components, must be maintained in a state of good repair. Any Swimming Pool Enclosure, and/or any component of any Swimming Pool Enclosure, that deteriorates, becomes rusted, becomes discolored, and/or becomes unsafe, must be immediately replaced and/or repaired.

II. LARGE CONTRACT BID SOLICITATION POLICY

If the Association proposes to contract for services that will cost more than $50,000.00, it shall solicit bids or proposals for such services contract as provided below. If a bid or proposal is from a board member or related person or entity as defined by Texas Property Code 209.0052, the additional procedures provided by Property Code 209.0052 will be applicable.

1. The following criteria apply to determine whether a services contract will cost more than $50,000.00:

   a. The bid process is applicable to service contracts which upon execution of the agreement obligates the Association to pay more than $50,000.00 during the term of the contract.

   b. The ability of the Association to terminate a services contract without cause prior to incurring costs in excess of $50,000.00, does not relieve the Association of the obligation to follow the bid process of this policy if the contract is for a stated term and the total cost of the contract during that initial term is greater than $50,000.00.

   c. Amounts under a services contract that are contingent are not included in determining the amount the contract will cost. Costs under a services contract which are unfixed, but certain, shall be estimated to the best of the Association's ability.

   d. Amounts that may be incurred in the future under a services contract such as would occur upon the renewal of the contract are not to be included in determining the amount the contract will cost. The renewal of an existing contract is not subject to this policy.

2. A proposed services contract that will cost more than $50,000.00 shall be awarded using the following process:

   a. The Association shall attempt to obtain a total of three bids or proposals from contractors for the services desired;

   b. Contractors providing bids or proposals should be insured against liability, have experience providing the desired services, and licensed where required by law;

   c. If after diligent attempts are made to obtain the three bids or proposals, the Association is unable to obtain three bids or proposals from contractors, the Board may consider

the proposals obtained and award the contract;

d. The Association may determine on a case by case basis the specific steps it will use to contact potential contractors and solicit bids or proposals. However, in all cases at least three contractors shall be contacted and bids or proposals solicited. In the event there are not three qualified contractors for a particular service in the market area, the association may limit the process to those contractors that are qualified.

e. In the case of emergencies, the Association may employ a contractor to best resolve the emergency without following the bid/proposal process.

f. The Board is not obligated to award contracts to the low bidder but must use due diligence in considering all relevant factors regarding the contractor and their proposal.

III. SECURITY MEASURES POLICY

Pursuant to Section 202.023 of the Texas Property Code, a property owner may install security measures, including but not limited to, a security camera, motion detector, or perimeter fence, to the extent such measure complies with the regulations set forth below.

1. An Owner is prohibited from installing a security camera in a place other than on the Owner's private property.

2. Any security perimeter fence to be installed at or behind the front building line (and as to corner lots, the front and side street building lines) must meet all Association requirements in its dedicatory instruments relative to materials, height, location and appearance for privacy fencing.

3. Any security perimeter fences to be installed forward of the front (or side street) building line are subject to the right of the ACC to require different types of fencing front of the building line than the type behind the building line (including without limitation the type of material, color, style and design) and must comply with regulations to be established by the board of directors of the Association, if any.

4. No Owner may install a security measure that is visible from any street in the Subdivision until they have submitted a written application to, and received written approval from, the ACC.

IV. RELIGIOUS DISPLAY POLICY

Pursuant to Section 202.018 of the Texas Property Code, a property owner or resident may display or affix on the Owner's or resident's property or dwelling, one or more religious items, subject to the following regulations:

1. No Owner may display or affix a religious item that:

a. is not motivated by the Owner's or resident's sincere religious belief (the Association should not attempt to discern a person's motive or sincerity of belief beyond that stated by the Owner or resident);

b. threatens the public health or safety;

c. violates a law other than a law prohibiting the display of religious speech;

d. contains language, graphics, or any display that is patently offensive to a passerby for reasons other than its religious content.

2. No Owner may display or affix a religious item on property owned or maintained by the Association.

3. No Owner may display or affix a religious item in violation of any applicable building line, right-of-way, setback, or easement.

4. No Owner may display or affix a religious item to a traffic control device, street lamp, fire hydrant, or utility sign, pole, or fixture.

V. DEED RESTRICTION VIOLATION HEARING POLICY

1. If an Owner is entitled to an opportunity to cure a violation, the Owner has the right to submit a written request for a hearing to discuss and verify facts and resolve the matter in issue before the board of the property owners' association.

2. An Owner desiring a hearing must request a hearing on or before the 30th day after the date the notice of violation and right to a hearing was mailed to the Owner. Any Owner that does not request a hearing within thirty (30) days of receiving certified notice of Owner's deed restriction violation will not be entitled to a hearing.

3. An Owner shall request such a hearing in writing, either by mail, electronic mail or hand delivery. Such request must be delivered to the Association's address or electronic mail address provided on the most recently filed management certificate.

4. The Association shall hold a hearing under this section not later than the 30th day after the date the board receives the Owner's request for a hearing.

5. The Association shall notify the Owner of the date, time, and place of the hearing not later than the 10th day before the date of the hearing.

6. The Association's board or the Owner may request a postponement and, if requested, a postponement shall be granted for a period of not more than ten (10) days. Additional postponements may be granted by agreement of the parties.

7. The Owner or the Association may make an audio recording of the meeting.

8. The notice and hearing provisions of this policy do not apply if the association files a suit seeking a temporary restraining order or temporary injunctive relief or files a suit that includes foreclosure as a cause of action.

9. The notice and hearing provisions of this policy do not apply to a temporary suspension of a person's right to use common areas if the temporary suspension is the result of a violation that occurred in a common area and involved a significant and immediate risk of harm to others in the subdivision. The temporary suspension is effective until the board makes a final determination on the suspension action after following the procedures prescribed by this policy.

10. Not later than ten (10) days before the association holds a hearing under this section, the Association shall provide to the Owner requesting the hearing a packet containing all documents, photographs, and communications (not to include any attorney-client privileged communications) relating to the matter the association intends to introduce at the hearing.

11. If an Association does not provide a packet within the designated period, the Owner is entitled to an automatic 15-day postponement of the hearing.

12. During a hearing, a member of the board or the Association's designated representative shall first present the Association's case against the Owner. An Owner or the Owner's designated representative is entitled to present the Owner's information and issues relevant to the appeal or dispute.

13. All hearings will be held in private.

14. After the hearing is concluded, the Owner and their designated representative will leave the hearing so the Board may discuss and consider the information presented.

15. The Association will provide the Owner with a written notice with their decision regarding the matter of the hearing.

VI. ACC DENIAL LETTER AND APPEAL HEARING POLICY

1. A decision by the Association's ACC denying an application for request by an Owner for the construction of improvements in the Subdivision may be appealed to the Board.

2. A written notice of the denial must be provided to the Owner by certified mail, hand delivery, or electronic delivery.

3. The denial notice must:

    a. describe the basis for the denial in reasonable detail and describe changes, if any, to the application or improvements required as a condition to approval; and

b. inform the Owner that the owner may request a hearing on or before the thirtieth (30th) day after the date the disapproval notice was mailed or delivered to the owner.

4. An Owner desiring a hearing appealing a denial shall request such a hearing in writing, either by mail, electronic mail or hand delivery. Such request must be delivered to the Association's address or electronic mail address provided on the most recently filed management certificate.

5. The board shall hold a hearing not later than the thirtieth (30th) day after the date the board receives the Owner's request for a hearing and shall notify the Owner of the date, time, and place of the hearing not later than the tenth (10th) day before the date of the hearing. Only one hearing is required.

6. During a hearing, the board or the designated representative of the property owners' association and the Owner or the Owner's designated representative will each be provided the opportunity to discuss, verify facts, and resolve the denial of the Owner's application or request for the construction of improvements, and the changes, if any, requested by the ACC in the notice provided to the owner.

7. The board or the Owner may request a postponement of the hearing. If requested, a postponement shall be granted for a period of not more than ten (10) days. Additional postponements may be granted by agreement of the parties.

8. All hearings will be held in private. The board will consider and vote upon the outcome of the hearing in an open meeting for which notice was provided to the members.

9. The Association or the Owner may make an audio recording of the meeting.

10. The board as appropriate, may affirm, modify, or reverse, in whole or in part, any decision of the ACC.

11. The Association will provide the Owner with a written notice of their decision regarding the matter of the hearing.

[CERTIFICATION AND ACKNOWLEDGMENT TO FOLLOW]

CERTIFICATION

"I, the undersigned, being a Director of Seven Coves Association, Inc., hereby certify that the foregoing *Legislative Policies in Compliance With Texas Property Code* were adopted by at least a majority of Seven Coves Association, Inc.'s board of directors, at an open and properly noticed meeting of the board, at which a quorum of the board was present."

By:_____

Print name:_____ Title:_____

ACKNOWLEDGEMENT

STATE OF TEXAS §
§
COUNTY OF MONTGOMERY §

BEFORE ME, the undersigned authority, on this day personally appeared the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that he is the person who signed the foregoing document in his representative capacity and that the statements contained therein are true and correct.

Given under my hand and seal of office this the _____ day of _____, 2021.

_____
Notary Public, State of Texas