**Seven Coves Association, Inc.**
**Board Meeting**
**September 27, 2022, Tuesday, 6:30 PM**
**MEETING AGENDA**

This is a board meeting. Members may observe but please hold all questions and comments for the open forum.

1. **Call Open Session to Order**

2. **President provides summary of** prior executive session regarding legal action, contracts, disciplinary hearings, employee matters, repayment plans and foreclosures.

2. **Review/Approval of Minutes of Last Board Meeting**

3. **Reports**
   a. Treasurer's Report
   b. President's Report
   c. Committee Reports
      -Architectural Control Committee
      -Marina Patrol
   d. Manager's Report
      -Deed Violation and Marina Report

4. **New Business**
   **a.** Update on clubhouse flooring.
   **b.** Discuss front entrance landscaping rock on both sides of entrance.
   **c.** Discuss maintenance schedule.
   **d.** Discuss adding logos to the front small lighthouses on either of entrance.
   **e.** Discuss trimming trees at the front entrance.
   f. Discuss termite treatment and damage assessments by Texas Woodmasters.
   g. Discuss landscape company options.

**6. Adjourn Open Meeting.**

7. If needed, **Adjourn to Executive Session – to discuss;** This meeting may be adjourned at any time by the board of directors for the purposes of meeting in an executive session.

9. Reconvene Open Session-To consider and take any necessary action with respect to any matters considered in executive session.

10. Adjournment.

11. **Open Forum**. During open forum, each attendee may address the board for up to three minutes. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.

**MEETING RULES**: No audio or video recording allowed by attendees. However, the secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address matters during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined.

SEVEN COVES HOMEOWNERS' ASSOCIATION
Monthly Board Meeting
Tuesday, August 30, 2022

Regular Board Meeting called to order at 6:33 pm

Seven Coves Board Members Present:
Tim Steinmuller, Don Chronister, Peggy Earhart, Dave Marks and Bill Valka

IMC Reps. Present:
Steve Durham & Amy Lundy

Minutes:
Approval of July Minutes. Bill Valka made a motion to approve the report and Peggy Earhart second, unanimously approved.

Financials:
Financial Report was given by Bill Valka. Peggy Earhart made a motion to approve the report and Dave Marks second, unanimously approved.

**President's Report given by Tim Steinmuller, President:**
We installed another 50 yards of kiddie mulch in the playground area. We are cleaning up the front entrance flower beds and prepping the large bed behind the lighthouse for new plants to be installed when the weather is better. It looks a lot neater and cleaner. We are replacing worn and rotten boards and front bumpers on the front of dock slips where needed. Marina tenants secure your boat with 4-point ties so it doesn't rub or damage the bumper nor so the boat doesn't interfere with the walkway on the dock. In the July Member's meeting for residents in Section two, section two deed restrictions were amended to prohibit short-term rentals. Lastly, please drive 25 mph or slower. There are many children loading and unloading from school buses and residents walking on the streets.

**New Business**

a. Discussed fall garage sale and agreed to have it November 5, 2023
b. Peggy Earnhart made a motion to accept budget for $550.00 to update website with new pictures and videos. Dave Marks second, unanimously approved.
c. Discussed marina patrol assisting maintenance when needed. -Deferred
d. Discussed landscaping bids/options and front entrance flowers and sprinkler system. - Deferred.

**Old Business**
Ratification of all actions of the Board since the last board meeting.

a. Bill Valka made a motion to approve bid for $1,300.00 to paint the tennis court with 1 pickleball court. Dave Marks second, unanimously approved.

b. Bill Valka made a motion to approve the bid for $3,889.00 to complete sprinkler system repairs between pool and club house and rebuild sprinkler system for flower beds and grass area at clubhouse. Don Chronister second, unanimously approved.

c. ~~Bill Valka made a motion to approve bid for $~~

Regular Board Meeting adjourned at 6:52 pm.

_____ _____

Secretary Date

Seven Coves Financial Report-End of August 2022

Prepared by Bill Valka-Treasurer

## Income Summary

| | | 8 mo Actuals | 12 mo Budget | % Tot Rev | 12 mo FC | Fc vs Budget |
|---|---|---|---|---|---|---|
| Revenue | Res Assmts | $439,142 | $410,400 | 43% | $438,750 | 1.07 |
| | Comm Assmts | $65,630 | $72,200 | 8% | $65,600 | 0.91 |
| | Subtotal | $504,772 | $482,600 | 51% | $504,350 | 1.05 |
| | | | | | | |
| Misc Inc | Fees | $34,099 | $37,500 | 4% | $40,000 | 1.07 |
| | Franchise | $21,485 | $20,000 | 2% | $20,000 | 1.00 |
| | Landing | $0 | $10,000 | 1% | $10,750 | 1.08 |
| | Subtotal | $55,584 | $67,500 | 7% | $70,750 | 1.05 |
| | | | | | | |
| Rental Inc | Marina | $218,726 | $340,000 | 36% | $321,000 | 0.94 |
| | Clubhouse | $43,030 | $30,000 | 3% | $48,000 | 1.60 |
| | Trailer Lot | $26,490 | $30,000 | 3% | $30,000 | 1.00 |
| | Subtotal | $288,246 | $400,000 | 42% | $399,000 | 1.00 |
| **Total Rev** | | **$848,602** | **$950,100** | **100%** | **$974,100** | **1.03** |
| | | | | | | |

## Major Expense Summary

| | | 8 mo Actual | 12 mo Budget | % Tot Exp | 12 mo FC | Fc vs Budget |
|---|---|---|---|---|---|---|
| Maj Exp | Trash Serv | $107,804 | $160,000 | 19% | $164,000 | 1.03 |
| | IMC Services | $78,049 | $120,000 | 14% | $120,000 | 1.00 |
| | Depreciation | $72,000 | $110,000 | 13% | $110,000 | 1.00 |
| | Insurance | $93,500 | $92,000 | 11% | $94,000 | 1.02 |
| | Mow & Landscape | $58,038 | $75,000 | 9% | $75,000 | 1.00 |
| | Top 5 Subtotal | $409,391 | $557,000 | 64% | $563,000 | 1.01 |
| | | | | | | |
| | Courtesy Patrol | $33,746 | $41,000 | 5% | $41,000 | 1.00 |
| | Marina Maint | $39,133 | $40,000 | 5% | $40,000 | 1.00 |
| | SJRA Fee | $22,593 | $33,000 | 4% | $33,000 | 1.00 |
| | Utilities | $23,936 | $29,000 | 3% | $37,100 | 1.28 |
| | Dock Loan Int | $8,875 | $19,000 | 2% | $14,600 | 0.77 |
| | **Next 5 Subtotal** | **$128,283** | **$162,000** | **19%** | **$165,700** | **1.02** |

**Remaining Expense Summary**

| | | 8 mo Actual | 12 mo Budget | % Tot Exp | 12 mo FC | Fc vs Budget |
|---|---|---|---|---|---|---|
| | Capital Reserve | $21,337 | $0 | 0.0% | $21,337 | |
| | Clubhouse Maint | $21,170 | $8,000 | 0.9% | $21,170 | 2.65 |
| | Attorney Fees | $14,993 | $20,000 | 2.3% | $20,000 | 1.00 |
| | Security System | $6,178 | $16,000 | 1.9% | $16,000 | 1.00 |
| | Pool Monitors | $12,350 | $14,000 | 1.6% | $14,000 | 1.00 |
| | Pool Cleaning | $12,843 | $20,000 | 2.3% | $20,000 | 1.00 |
| | Postage | $2,952 | $5,000 | 0.6% | $5,000 | 1.00 |
| | Accounting Serv | $2,597 | $9,000 | 1.0% | $9,000 | 1.00 |
| | Gen Expense | 9323 | $10,000 | 1.2% | 10000 | 1.00 |
| | Clubhouse Cleaning | $4,626 | $6,000 | 0.7% | $6,000 | 1.00 |
| | ACC Inspectors | $2,800 | $6,000 | 0.7% | $6,000 | 1.00 |
| | Next 11 Subtotal | $111,169 | $114,000 | 13.2% | $148,507 | 1.30 |
| | | | | | | |
| | Misc Subtotal (15) | $20,187 | $31,000 | 3.6% | $31,000 | 1.00 |
| | | | | | | |
| | **Total Expense** | **$669,030** | **$864,000** | **100%** | **$908,207** | **1.05** |

Projected year end funds $66k. Plus non-cash depreciation of $110k. Revenue improvement is likely from additional club rentals. Forecast changes are: $19k less for marina revenues, $4k increase trash services, $8k increase in Utilities, $21k reserve contribution outside budget, $3k phone internet expense previously unaccounted for and reduced loan interest by $4k.

We are targeting to have draft of 2023 budget and estimated year end tax estimate by end of October, 2022.

September 2022 newsletter from the President
By Tim Steinmuller

Hello Seven Coves Residents. Another hot month has gone by hopefully fall will be here soon. Well the big news for September is the work that has been done at the entrance to the subdivision. Bill our board member and his team who included Ted, Patty and Wanda were busy this month hand selecting and installing new plants and flowers. They invested a lot of time completing this project. Thank you all. Ted and Bill updated the sprinkler system with a new control panel, wiring and timer to keep these new plants looking great. The new landscape looks is a great improvement and we are receiving lots of compliments on. We are taking steps to improve the appearance of the front entrance, and If finances allow, rocks will be added to the side beds on both sides of the entrance to the subdivision.

Also, Bill and Dave came up with the logo idea that you see on both small lighthouses at the front entrance. This is an idea in progress, look at them and see what you think.

The pickle ball court painting has been approved and scheduled to be painted today. An unexpected project has surfaced and that is repairs to the lighthouse. It has termite infestation and water damage due to a leak in the roof and will need repairs, and treatment. We are collecting bids to see if we can start making repairs with this year's budget.

Pool monitors season is over but that doesn't mean the pool is closed. The pool is open year-round from 9am-9pm Tuesday through Sunday. If you don't have an access card, then contact Amy in the office.

Please remember to drive safely with all the kids on the road for school and folks out enjoying their strolls too.

Until next month,
Tim Steinmuller
President Seven Coves HOA

# Monthly Marina Security Report

**August22 to September 25, 2022**

| | |
|---|---|
| **Parking Violations:** | **44** |
| **Warnings:** | 37 |
| **Vehicles Towed:** | 0 |
| **Suspicious Per/Veh** | 5 |
| **Trespassers:** | 26 |

**Notes:**

# Deed Violation Report

August-September 2022

## Violations-Categorized (Percentage)

| | |
|---|---|
| 3 | Vehicle Parking: trailers, boats, atvs, etc. stored in yard/driveway. |
| 2 | Unsightly: Trash, misc. items, and/or multiple violations. |
| 5 | Yard Maintenance: mowing, edging, weeding, and/or pruning. |
| 0 | Signage and/or Holiday decorations. |
| 13 | Trash/recycle cans in plain view. |
| 1 | Bulkhead repairs. |

## Violations-Activity

| | |
|---|---|
| 21 | 1st Notice |
| 3 | 2nd Letter not cured. |

September 27, 2022

# MARINA REPORT

| | | AVAILABLE | VACANT | TM | LM |
|---|---|---|---|---|---|
| | | | | | |
| **DOCK #1** | **COVERED** | 36 | 2 | 94% | 91% |
| | | | | | |
| | | | | | |
| **DOCK #2** | **COVERED** | 54 | 0 | 100% | 98% |
| | | | | | |
| | | | | | |
| **DOCK #3** | **COVERED** | 60 | 1 | 98% | 93% |
| | | | | | |
| | | | | | |
| **DOCK #4** | **COVERED** | 28 | 3 | 89% | 85% |
| | **UNCOVER** | 24 | 1 | 95% | 95% |
| | ***TOTAL*** | 52 | 4 | 92% | 90% |
| | | | | | |
| | | | | | |
| **OVERALL** | **COVERED** | 178 | 6 | 96% | 93% |
| | **UNCOVER** | 24 | 1 | 95% | 95% |
| | ***TOTAL*** | **202** | **7** | **96%** | **93%** |