



## Public Board of Directors Meeting

Tuesday, November 26, 2024

Meeting Held in the Lodge Ballroom, 4820 Scenic Drive, Schertz, TX 78108

Or virtually by Zoom using the credentials below.

### Zoom Meeting Credentials

Please join the meeting from your computer, tablet or smartphone.

Use one of the following links or the QR Code at the right.

<https://us06web.zoom.us/j/84196523430?pwd=FAztnAmdK5Hz3NP0w8alpRlbqial1h.1>

or simply: <https://bit.ly/Nov2024Meeting> (note the link is case sensitive)

Meeting ID: 841 9652 3430      Passcode: 112624



**Note: If you wish to speak during the Homeowner Forum or make a Committee Announcement, please sign up before the Invocation at 1:55.**

## Agenda

Please silence your phones before the meeting begins.

**1:55 Invocation** (During Meeting of Members)

**2:00 Call Meeting to Order**

**1. Pledge of Allegiance** (During Meeting of Members)

**2. Roll Call** (During Meeting of Members)

Greg Sebold, President

David Prestridge, Vice President

Sandra Hovatter, Secretary

Grady Haddox, Director

Dana Giggy, Director

Brad Weberg, Director

Jerry Sparenberg, Treasurer

Jerriann Hamilton, Lodge Mgr.

Sarah Miller, Community Mgr.

**3. Action Items Following Executive Session**

- TBD

**4. Secretary's Report**

Review of Minutes from previous Public Board Meeting. Once approved, the meeting minutes will be posted on TownSq, the resident area of the Scenic Hills website ([www.scenichillstx.com](http://www.scenichillstx.com)) for homeowners' viewing. They will also be placed in the corporate record files.

**5. Treasurer's Report** (Given during Meeting of Members)

Review of the current financial reports by the Treasurer.

**6. Actions Taken Between Meetings**

- Community informational meeting re: Issues 1 and 2 on ballots
- Community informational meeting on new Community Appearance Standards SPP
- Development of 2025 Budget pending approval of 9% increase in HOA fees
- SCHA Strategic Planning efforts are ongoing
- Selected Chairperson for Social Committee



## Agenda – Tuesday, November 26, 2024 Public Board of Directors Meeting

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### 7. Old Business

- Update on Chairpersons for Irrigation Committee and Lawn Care Committee

### 8. New Business

- SPP 4.10, Community Appearance Standards – 1<sup>st</sup> Review
- SPP 4.11, Requesting Additional Irrigation – 1<sup>st</sup> Review

### 9. Announcement of Next Meeting

- Meeting of Members December 17, 2024 if necessary

### 10. Adjournment

#### Attachments:

- Minutes from October 15, 2024 Public Board Meeting.
- Procedure 4.10, Community Appearance Standards (for 1st review)
- Procedure 4.11, Requesting Additional Irrigation

**Following the Public Board of Directors Meeting there will be a Town Hall Meeting.**

#### **Town Hall Meeting Agenda**

- Homeowners' Forum
- Announcements from Committees, Subcommittees and Community Announcements

**Reminder:** If you wish to speak during the Homeowners' Forum or make a Committee, Subcommittee, or Community Announcement, please sign up before the Invocation at 1:55.



**Public Board of Directors Meeting**  
**Tuesday, October 15, 2024**

**MINUTES**

**1:55 Invocation (During Meeting of Members)**

**2:00 Call Meeting to Order**

The meeting was called to order at 1:58 pm.

**1. Pledge of Allegiance**

**2. Moment of Silence**

For those who could not be there because of illness or because they have passed on.

**3. Roll Call and Determination of Quorum**

X Greg Sebold, President

X Grady Haddox, Director

X Jerry Sparenberg, Treasurer

X David Prestridge, Vice President

X Dana Giggy, Director

X Jerriann Hamilton, Lodge Mgr.

X Sandra Hovatter, Secretary

X Brad Weberg, Director

X Sarah Miller, Community Mgr.

**4. Action Items Following Executive Session**

- Craig Taylor resigned as Chairman of Social Committee as of the end of this year. Thank you for your hard work and effective programs. Email nominations for the position to JerriAnn AFTER you've asked the person if they would accept the position. The Board appoint a new Chairman.
- Pat McMasters resigned as Chairman of the Irrigation Committee effective immediately. Thank you for your hard work at odd hours as Chairman of this Committee. Email nominations for the position to JerriAnn AFTER you've asked the person if they would accept the position. The Board appoint a new Chairman.
- Pat McMasters resigned as Chairman of the Beautification Committee effective immediately. Thank you for stepping in and establishing this new committee. Jeanie McCleary has been acting Chairman and will be named Chairman.
- Lawn Committee Chairman position is still open.

**5. Secretary's Report**

Review of Minutes from July 23, 2024 Public Meeting.

Motion made and seconded to approve the Minutes as written. Unanimously passed.

The meeting minutes will be posted on TownSq, the resident area of the Scenic Hills website ([www.scenichillstx.com](http://www.scenichillstx.com)).

Greg also encouraged people to go to website.

**6. Treasurer’s Report**

September financial reports have been loaded on our website. They should also be on the TownSq website. We have a good cash balance, but there are several items that still need to be paid. Reserve has gone down because of work that’s been done.

Presentation of 2025 Budget recommended by Budget Committee. This has been presented to the Board for review. Budget Committee strongly recommends that the Board raise assessments 9% (which would require vote by Members). Jim Beckman shared work that community members are doing.

**7. Actions Taken Between Meetings**

- Community informational meeting re: financial review & impact of failed 9% increase was held
- Development/review of 2025 Budget has begun
- Contract was signed with Bear Landscaping for lawn care
- Contract was signed with Bear Landscaping for irrigation needs
- Agreement made with builder of home at 3766 Greenridge requiring that builder provide a \$2,000 bond against potential damage to streets, etc.
- Terms of a new agreement with TCS (gate guards) to continue providing security services for the next five years have been agreed to

**8. Old Business**

- Status of roofing contract – Contract has been let and completed; final inspection has been completed! Everything but receiving and paying their invoice is done! Has 40 year guarantee on roof.
- Status of repair of masonry columns – 4 have been completed; 3 additional minor repairs are in process
- Community Appearance Standards – Community informational meeting scheduled for 10/24, 7pm
- Update of Governing Documents (Sandy) – 2<sup>nd</sup> Review of new SPP 4.03, Lawn Maintenance  
The only change from the first reading is the addition of the sentence: “Granular fertilizer is preferred.”

Motion made to accept the procedure as written. Seconded. Board polled:

|           |                                  |     |                        |
|-----------|----------------------------------|-----|------------------------|
| (no vote) | Greg Sebold, President           | Yes | Grady Haddox, Director |
| Yes       | David Prestridge, Vice President | Yes | Dana Giggy, Director   |
| Yes       | Sandra Hovatter, Secretary       | Yes | Brad Weberg, Director  |

### 9. New Business

- SCHA Strategic Planning efforts have begun and are ongoing – looking at where do we want/need to go in the future.
- Upcoming Meeting of Members November 26, 2024 to vote – may have 2 issues on ballot – (1) lawyer has advised us that there are some changes that are required to make sure wording is correct re: fines, (2) increasing assessments if over 5%. Ballots will be available a minimum of 20 days before voting.
- Law Suit by Ray Bassaulda against SHCA – Scenic Hills is being sued by a roofing contractor who was doing a roof on a private resident. According to our lawyers and our insurance company lawyers, the person suing does this osften. Our attorneys have asked for it to be dismissed with prejudice.

We recognize that all residents have contractors come to do work on their properties – please do your best effort to ensure that your contractor is someone to do business with. If you want assistance, David is happy to provide assistance.

Also contractors are NOT admitted by the guards into the community before 7:30 and must be out by 5pm. There is also NO work on Sundays unless it’s an (emergency electrical, HVAC, plumbing, internet).

- Starting the collection process on Acct # ending in 1365 – Motion to move it forward in collection process; seconded. Passed unanimously.

### 10. Announcement of Next Meeting

- Meeting of Members November 26, 2024
- Public Board of Directors Meeting, November 26, 2024
- Meeting of Members December 17, 2024 if necessary to meet quorum

### 11. Adjournment

Motion to adjourn, seconded, unanimously approved. Meeting adjourned approximately 2.56pm.



**Related Governing Documents:** MDCCR Article VI, Section 4, Sections 10 and 12

**Purpose:** This procedure is provided to ensure all lots in Scenic Hills are maintained in a neat condition by the owner of the lot.

**Standard Policy:** To create harmony in Scenic Hills Members must adhere to the following standards. Members are responsible for maintaining standards whether they are the resident or not.

- No empty pots in your yard (except November 1<sup>st</sup> through April 1<sup>st</sup>).
- No storage of anything in front of your house or garage. No storage along the side of house or garage except hose reels and trashcans. Trashcans may be hidden behind an enclosure, with the approval of the ACC.
- Flowerbed edging must be in good repair. Edging must be intact, not falling down, or leaning.
- Flowerbeds must be maintained and weed free.
- Dead plant material (trees and bushes) must be removed.
- No more than 25% of lawn visible from the street can be bare of grass.
- Mailboxes and light posts must be in good repair and functioning. If you paint your mailbox or light post black, white, gray, or brown, you do not need approval from the ACC.
- Fencing: if you have fencing that was grandfathered in, it must be maintained or removed. Repairs that include removal of any portion of the fence require that the fence be removed.

The HOA management company evaluates homes in the community regularly. The reports are forwarded to the Board for processing. The Board will direct the management company to send a letter to those Members whose property is not in compliance. Members have 10 days from receiving the notice to correct the issue or present a plan to the Board.

**Approval of this amended procedure:**

|                                |                                |
|--------------------------------|--------------------------------|
| 1 <sup>st</sup> Public Review: | 2 <sup>nd</sup> Public Review: |
|--------------------------------|--------------------------------|

This procedure approved by the Scenic Hills Community Association Board of Directors.

**Approved by**

\_\_\_\_\_  
Gregory Sebald, President, Scenic Hills Community Association

\_\_\_\_\_  
Date



#### 4.00 Personal Property (Homes, Lawns, Irrigation, Other)

#### 4.11 Requesting Additional Irrigation (Paid by Member)

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**Related Governing Documents:** ByLaws, Article III; ByLaws, Article VII, Section 1(a); SPP 4.02 Irrigation Systems

**Purpose:** To provide/explain the process for obtaining additional water. It does not explain how the system is managed or maintained.

**Introduction:** Members may request that their lot receive additional irrigation. There is a one-time non-refundable fee required when making the request. The fee covers the cost of an irrigation technician's time to determine (1) the volume of water the property is currently irrigated and (2) if it is possible to increase the irrigation on that property.

#### **How to Request Additional Irrigation the First Year**

1. To request additional irrigation, a Member must complete the Request and Approval for Additional Irrigation form and deliver it to the Lodge Manager before December 31 for additional irrigation during the following year. Cash or a check for the one-time fee of \$75 must be delivered with the form.

Note that if your property has a shared meter, both parties must agree to increase the water supply or no increase will be given. If both parties agree they each will be notified of the cost for increased water to their property. (Reference step 6.)

2. At the beginning of the following year, the Lodge Manager will send the list of requestors to the chairman of the Irrigation Committee and the Board representative.
3. The Committee Chair will provide the forms and instruct an irrigation technician to determine the amount of water currently delivered.
4. The irrigation technician will note his findings on the Request and Approval for Additional Irrigation form that was submitted by the Member and return it to the Lodge Manager.
5. The Lodge Manager will give the forms to the Committee Chair who will, along with the Board Representative, review the irrigation technician's findings to determine if the system has the additional capacity to increase the water volume as requested.
6. The Request and Approval for Additional Irrigation form will be used to notify the Member of the technician's findings and the cost of the additional water requested.
7. The Member must sign the bottom of the Request and Approval for Additional Irrigation form and return it with the additional payment to the Lodge Manager by March 1.
8. Once the Member returned the signed form and paid for the additional irrigation, the Lodge Manager will inform the Irrigation Committee Chair and Board representative. They will then will instruct the irrigation technician to make the necessary adjustments.



- 4.00 Personal Property (Homes, Lawns, Irrigation, Other)
  - 4.11 Requesting Additional Irrigation (Paid by Member)
- 

9. The additional watering will provided during the non-winter (April – October) irrigation schedule.

**How to Request Additional Irrigation in Subsequent Years**

- 1. The Member will receive notification of the cost to continue irrigation at the same level the following year.
- 2. If payment is received by March 31<sup>st</sup> of the year, the additional irrigation will continue. If payment is not received, irrigation will return to previous levels.

Be aware, depending on weather conditions (drought) the additional watering may not be enough to sustain the lawn in a condition satisfactory to the member.

The condition of their lawn remains the homeowner’s responsibility.

**Approval of this amended procedure:**

|                                |                                |
|--------------------------------|--------------------------------|
| 1 <sup>st</sup> Public Review: | 2 <sup>nd</sup> Public Review: |
|--------------------------------|--------------------------------|

This procedure approved by the Scenic Hills Community Association Board of Directors.

**Approved by**

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Gregory Sebold, President, Scenic Hills Community Association

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Date





## Request and Approval for Additional Irrigation Form

**I. Request for Additional Irrigation** – Complete the following form and submit it to the Lodge Manager before December 31. Please print.

|                                      |               |                 |
|--------------------------------------|---------------|-----------------|
| Name of Member (First and Last Name) |               | Date of Request |
| Physical Address                     |               |                 |
| Phone Number                         | Email Address |                 |

Amount of Additional Irrigation (Water) Requested

|                          |     |                          |     |                          |      |
|--------------------------|-----|--------------------------|-----|--------------------------|------|
| <input type="checkbox"/> | 20% | <input type="checkbox"/> | 60% | <input type="checkbox"/> | 100% |
| <input type="checkbox"/> | 40% | <input type="checkbox"/> | 80% | <input type="checkbox"/> | 120% |

Member Signature

## II. Technician's Findings

The amount of water currently provided to this property is \_\_\_\_\_ gallons

**III. Committee and Board Rep** – Determine capability and cost of additional irrigation.

Additional Irrigation on this property  is  is not possible.

The property can be given the additional water requested above.  Yes  No

If not, how much additional water can be provided? (Provide an additional %.) \_\_\_\_\_

The current year cost of the additional water is \$ \_\_\_\_\_

**IV. Member's Acceptance** – Check the appropriate box and sign below.

The Member agrees to receiving the above identified additional irrigation at the identified price.  Yes  No

Member Signature

**After signing, Member is to submit this form to the Lodge Manager. If "Yes" is checked, the additional cost is to be submitted with the form. Payment may be made in cash or check. If paid by check, please make check out to SHCA.**