

The Wharf Homeowners Association



The Wharf Homeowners Association (WHOA) Annual Membership Meeting

Minutes for February 13, 2016

The 2015 Annual Membership Meeting of The Wharf Homeowners Association was held on February 13, 2016 at 10:00 a.m. in the League City Civic Center Conference Room.

Board Members Present

Robert Gray Mike Wilbanks
Mike Buehrer Vivian Cardoso
Jerry Aho

Also In Attendance

Chris Hullman, Property Manager,
TerraQuest Communities, Inc., Managing Agent
The Wharf at Clear Lake Maintenance Association,
Inc.

105 Homeowners (in person or by proxy)

I. Call to Order and Quorum Verification:

- A. The meeting was called to order by Robert Gray at 10:12 AM;
- B. The quorum verification (60 minimum required) was provided by Robert Gray.

II. Introduction of Board of Directors, Management Company, and Association Attorney:

Robert Gray introduced the current Board Members (with Board Members' Positions and Terms as shown below), the Association Attorney (Ms. Trisha Taylor Farine), and the Association Property Manager (Chris Hullman). The Association Attorney provided the membership with an overview of recent changes by the Texas Legislature to the Texas Property Owners' Association Law, and in particular reviewed the current legal requirements as it relates to Director Nominations, Director Eligibility, Proxies, Ballots, and Voting.

Position	Name	Term	Homeownership
Director, President	Robert Gray	2017	707 Davis Road
Director, Vice President	Mike Buehrer	2015	709 Davis Road
Director	Vacancy	2015	
Director, Treasurer, ACC Chairman	Jerry Aho	2015	659 Davis Road
Director, Secretary, ACC Member	Mike Wilbanks	2017	715 Davis Road
Director	Vivian Cardoso	2016	687 Davis Road
Director	Mark Russell	2016	2416 Crow's Nest Dr.

III. Annual Report to the Membership by Robert Gray (President):

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- A. Robert Gray provided a fifteen (15) page presentation and summary of the overall “ State of The Wharf “ by profiling historical activities, 2015 accomplishments, and future objectives and plans. Additionally, sixteen (16) color pictures were displayed showing the 2015 accomplished objectives, some of which are listed below. Attached to these Minutes is Mr. Gray’s fifteen (15) page President’s 2015 Report (Exhibit “A”, which includes both the narrative and diagrams) and the sixteen (16) color pictures (Exhibit “B”). Some of the key areas focused on in Mr. Gray’s presentation are as follows:
1. Fiscal Year 2015 detailed expenditure breakdown;
 2. Historical and 2015 Siding and Painting maintenance accomplishments as it relates to all of the 26 Townhome Buildings and the 18 Garage Buildings, including the recently completed westerly 2 townhome buildings (11 townhomes);
 3. Proposed Siding and Painting Project Schedule for 2016 through 2019;
 4. 2015 completed lighthouse-themed cupola on top of the Davis Road pool building;
 5. 2015 completed driveway concrete repairs;
 6. 2015 completed boardwalk structural repairs and pressure washing;
 7. 2015 completed repairs, pressure washing, and painting of the perimeter fence and brick columns along Davis Road and Crow’s Nest Drive;
 8. 2015 completed strategic new surveillance signs’ installation;
 9. 2015 completed thorough pruning of the North Gate driveway and parking spaces’ oak trees (in coordination with the Slip Association);
 10. 2015 completed landscape project along Davis Road common areas; and
 11. 2015 completed processing of seventeen (17) ACC Requests for Change.
- B. Additional areas studied by the Board of Directors during 2015, and key areas of continuing focus and maintenance activities in 2016 are as follows:
1. Townhome siding repairs and painting (with satin finish paint), and continuing with the most weathered townhome buildings at the west end of the community; and
 2. Targeted concrete repairs to sidewalks and driveways.
- C. Mr. Gray also provided a timeline from 1978 through 2014 of the historical key maintenance accomplishments (and associated funding mechanisms), as well as discussing potential future funding alternatives (if townhome owners desire to accelerate the completion of some maintenance and improvement projects).
- IV. Introduction of Director Candidates:
- A. Robert Gray introduced the six (6) Director Candidates that indicated an interest in running for the three (3) Director Positions available, and each currently available Director Position is for a three (3) year term;

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- B. Kent Brownhill (697 Davis Road), Mike Buehrer (709 Davis Road), Glynn Finley (691 Davis Road), Jack Munden (653 Davis Road), Joe Pressler (2324 Crow's Nest Drive), and Ken Romano (779 Davis Road) each provided a brief introduction of themselves to the membership and what they hoped to accomplish if elected by the membership; and
 - C. All six (6) Director Candidates had timely notified the Association in writing (of their interest in running) on or before the February 1, 2016 Candidate Notification Date that was included in the 2015 Annual Membership Meeting Notice Letter mailed out to all townhome owners on January 13, 2016. Therefore, all six (6) Director Candidates names were included on the printed ballot.

V. Election of Directors:

- A. Three (3) Director Positions [which are each for a three (3) year term] expired in 2015 [please see the Director Position and Term Table above on page one (1) of these meeting Minutes] and are to be filled with this Election. The aforementioned six (6) Director Candidates comprised all of the Candidates (there were no additional nominations allowed or requested after February 1, 2016):
- B. Printed ballots were distributed to the membership, and upon voting completion the ballots were collected by the Association Attorney. The Association Attorney then canvassed each Ballot (and any associated Proxy Card), and then recorded all votes. The Attorney had an assistant who confirmed that only one (1) vote was cast for each townhome. Several townhome owners/members monitored (from an acceptable distance) the ballot review and vote tallying that was accomplished by the Association Attorney; and
- C. The Election results were as follows:
 - 1. The vote totals were: Kent Brownhill (67), Mike Buehrer (74), Glynn Finley (71), Jack Munden (22), Joe Pressler (30), and Ken Romano (33); and
 - 2. The three (3) Candidates receiving the highest number of votes were Kent Brownhill, Mike Buehrer, and Glynn Finley.

VI. Homeowner Comments and Questions:

- 1. Joe Pressler (2324) brought pictures of orange safety cones that were at several bullhead and sinkhole locations, and questioned why this maintenance activity was still outstanding. The Property Manager advised that there had been multiple delays (including weather), but agreed that this maintenance project should continue and be timely completed, and advised that all the currently remaining bullhead repairs and related sinkholes would be completed no later than March 2016;
- 2. Joe Pressler (2324) and Mike Forgarty (2428) questioned when the townhome gutters would be cleaned, as some were filled with a substantial amount of debris. The Property Manager advised that a professional gutter cleaning company is scheduled each year in February (after all the leaves have fallen) and is currently scheduled to begin on February 22, 2016 (subject to weather) to thoroughly clean all townhome gutters; and
- 3. There was also some general discussion among some townhome owners related to the consideration of potential additional funding alternatives in

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order to potentially accelerate some maintenance and improvement projects that may be desirable for the community. It was agreed that some owners would continue an informal discussion after this meeting's adjournment.

VII. Adjournment:

- 1) Robert Gray (707 Davis Road) made a motion to adjourn at 12:16 PM;
- 2) The motion was seconded by Mike Wilbanks (715 Davis Road);
- 3) The motion was approved by all present.

Minutes submitted by:

Management Company

Minutes approved by:

Board of Directors

ATTESTED:

Secretary
