Harpers Preserve Community Association

2021 Annual Meeting

Pre-Submitted Questions & Responses 4/29/22

In accordance with the direction of the Board of Directors, the following responses to the questions posed by members of the Association at the last annual meeting have been compiled along with the information which is responsive to the questions or information that is available which will be helpful for future reference. Some of the questions and responses have been grouped together by topic for organizational purposes.

<u>Defined Terms:</u> The following defined terms are used in the responses and have been provided as a courtesy for the reader:

- 1. ACC Architectural Control Committee for Harper's Preserve Community Association
- 2. **Board** Board of Directors for Harper's Preserve Community Association
- 3. **Declarant:** The Developer
- 4. DCCRs Declaration of Covenants, Conditions, Restrictions, and Easements for Harper's Preserve
- 5. **Governing Documents** All documents and applicable provisions thereof regarding the use, maintenance, repair, replacement, modification, or appearance within the Subdivision
- 6. Guidelines Architectural Guidelines & Residential Planning and Design Standards
- 7. **HOA** Harper's Preserve Community Association. Inc.
- 8. **LEAD** LEAD Association Management, Inc. (HOA's Managing Agent or Community Manager)
- 9. **MUD** Montgomery County Municipal Utility District No. 95
- 10. **OWNER** Homeowner (Resident)
- 11. Residents Advisory Committee Owners who are a liaison between the residents and the Board
- 12. Subdivision Harper's Preserve
- 13. Westco HOA's Landscape Contractor for Common Areas and Front Yard Maintenance

<u>General information is already available:</u> As is reported in every annual HOA meeting, the answers to many of the Owner's routine questions are already published by the HOA on the community website at <u>www.harperspreserve.com</u> under the "Homeowner" tab on the home page. These include topics as follows:

- Estimated Tax Rates
- HOA and POA Assessment Rates
- HOA Management Company Information and After Hour Emergency Information
- New Member Materials (which include)
 - Association Information Brochure (PDF)
 - Community Information Brochure (PDF)
 - Community Contact Information (PDF)
 - o Harper's Preserve Community Management Information (PDF)
 - Receipt of Information 2022 (PDF)
 - Private Streets & Gates Information (PDF)
- Pool Schedules and Pool FOB registration Information
- Assessment Payment Options

- Regulations and ARC Guidelines- Community Association
- Regulations Property Owner's Association
- Electricity Contact Information
- Water, Trash Collection Information
- Phone Cable Internet Information
- Post Office Contact Information
- Resident Front Yard Maintenance order request

Front Yard Maintenance Questions: Please visit www.harperspreserve.com and click on the "Homeowners Tab" at the top of the home page and then click on the drop-down tab entitled "New Member Materials" and then access "the Front Yard Maintenance Information". The front Yard Maintenance questions are in **Bold below followed by responses**

- My front yard is full of weeds, something that had never happened before. Who do I contact if I have concerns with my yard maintenance?
 - o If you have questions or concerns with your monthly yard service please visit www.harperspreserve.com and click on the Homeowners tab. You can submit a Resident Front Yard Maintenance Work Order Request (upper right hand corner of the page) and please include a photo if possible. A work order will be created to assess and correct accordingly.
- Who is responsible for the replacement and trimming trees along the street in front of and some cases the side residential homes?
 - Owners are responsible for all tree trimming and replacements on lots (including side lots, front yards, and street trees). The Front Yard Maintenance program does not include tree trimming or replacement.
- Among the responsibilities for the maintenance of the lawn is mulching. If we have issues with our mulch, or we are skipped what should we do?
 - Mulching service is provided 1x per year during the Spring. If Owner's yard does not receive mulch, or Owner has concerns with the mulching process, please visit www.harperspreserve.com and click on the "Homeowners tab" (upper right hand corner) to submit a Resident Front Yard Maintenance Work Order Request and please include a photo if possible. A work order will be created to assess and correct accordingly.
- Who is responsible for replacing sprinkler heads when they are damaged by Westco?
 - Please see the Front Yard Maintenance Information under the Homeowners tab on the community website. Owners are responsible for their irrigation system, including all maintenance, repairs, and adjustments.
- Are there any changes to switch mowing companies for the landscaping services?
 - The HOA is not soliciting bids for landscaping services at this time.
- Could it be a possibility to opt out of front yard maintenance?

o Front Yard Maintenance has been mandatory since the inception of the HOA and development of the Subdivision. The Governing Documents for the HOA were written with the overall design on the community to have Front Yard Maintenance. Individual Owners are not permitted to opt out of this service; however, Owners are not prohibited from performing or hiring others to perform additional maintenance services (over and above the maintenance performed by the HOA) should they wish to meet a higher standard than is provided by the Front Yard maintenance program by the HOA.

• What do we do about a dead tree near our property?

o If an Owner notices a dead tree in a natural area, reserve area or adjacent Owner's property, please contact LEAD Association Management and the matter will be evaluated on a case-by-case basis for removal. In the event a dead tree exists within an Owner's property, then such Owner is responsible for tree removal (and replacement if required by the Governing Documents).

Private Street and Gate Questions: Also see the "Regulations and ARC Guidelines" tab and the "First Amended and Restated DCCR's" under the Homeowner tab of the Association website. The questions on this topic are in **Bold** below followed by responses

What is the expected timeline for the East Village gate to be closed with security present?

- See the "Private Street and Gate Information" published on the community website.
- See the Section 3.06.02 and Section 11.07 of the First Amended and Restated DCCR's on the community website

As has been reported by the Board at every annual Board meeting of the HOA, there is no published timeline for the closing of the gates in East Village. This will be determined based on the timeline for completion of sales in the community. Sales in the last year have been moving at record paces but these are subject to market forces. The DCCRs (which were recorded in the real property records of Montgomery County prior to any owners purchasing property in the subdivision) have provisions that provide that the Declarant has the right to leave the gates open for periods as determined by the Declarant to facilitate development and home sales.

• What is the timeline to expand the hours of West Village gate being closed?

- See the "Private Street and Gate Information" published on the Community Website.
- See the Section 3.06.02 and Section 11.07 of the First Amended and Restated DCCR's on the community website

As has been reported by the Board at every annual Board meeting of the HOA, there is no published timeline for the closing of the gates in East Village. This will be determined based on the timeline for completion of construction and/or sales in the community. Sales in the last year have been moving at record paces but these are subject to market forces. The DCCRs (which were recorded in the real property records of Montgomery County prior to any owners purchasing property in the subdivision) have provisions that provide that the Declarant has the right to leave the gates open for periods as determined by the Declarant to facilitate development and home sales.

Can we (the HOA) have cameras installed on all exit only gates?

The 2022 HOA budget included this a possible expense in 2022. At present time, the Board is finalizing a proposal to install a camera system at the Exit Only Vehicular Gates, which are located in East Village at Glenoaks Drive and Northern Harrier Court. This camera system will consist of an overview camera and two (2) license plate reader cameras at each Exit Only Vehicular Gate. This camera system is anticipated to be installed and functioning by June 2022, subject to any unforeseen circumstances or supply chain and labor problems.

• Are there any plans to have an emergency exit gate in South Village?

There are no plans to have an emergency exit gate in South Village. Access to and from South Village is by way of Harper's Way (West Village) and Harper's Trace (East Village). Preserve Way (which is currently anticipated to be officially open by May/June 2022) provides additional access throughout South Village and to the 2 access points that lead to State Highway 242.

Why is gate at Northern Harrier Ct still open when you said it would finally be exit only as of Dec 1, 2021?

O Both Exit Only Vehicular Gates were closed and operational on December 2, 2021. Unfortunately, there have been frequent incidents of gate damage caused by vehicles and/or vandalism. Once a gate system is damaged, the gate shall remain open until such time the gate can be repaired. If you see the gate(s) are open or any issues with the gate, please report them LEAD Association Management via the community website portal, or email them directly at CSM@lead-inc.com but also understand that it does take time for the gate company to make their service call, order parts and repair damages within their service schedule so if the gate is not operational, it does not necessarily mean that the gate repair is not on the schedule just waiting for the service date.

Is there any update to the West Village gate that's been broken for at least 6 months?

All repairs to the West Village visitor entrance and owner entrance have been repaired. As subsequent reports of gate malfunction have been reported, the HOA has coordinated with the gate company to have repaired each time. If you see the gate(s) are open or any issues with the gate, please report them LEAD Association Management via the community website portal, or email them directly at CSM@lead-inc.com

• Would the HOA consider an entry code for the visitor gate, instead of the guard determining who is permitted or not?

 There are no current plans to add an entry code for the visitor gate. The gate system is intended to be closed and operational only during times in which the gate attendant is stationed at the gatehouse.

<u>Horspen Bayou Channel Maintenance</u> Please visit <u>www.harperspreserve.com</u> and click on the "Homeowners Tab" at the top of the home page and then click on the drop-down tab entitled "New Member Materials" and then access "the Community Information Brochure".

- Who is responsible for cleaning the garbage and maintaining weed growth in the bayou, especially near the bridge from East Village to South Village?
 - The HOA is not a responsible party for the maintenance of the Horsepen Bayou Channel. Montgomery County Municipal Utility District NO 95 is responsible for the maintenance of the drainage channels. If you have concerns about the clean up of these areas, please contact LEAD Association Management and the HOA shall notify the MUD to address any issues.

ARCHITECTURAL CONTROL COMMITTEE: Please visit <u>www.harperspreserve.com</u> and click on the "Homeowners Tab" at the top of the home page and then click on the drop-down tab entitled "Regulations and ARC Guidelines" and then access the Architectural Guidelines (by Village) which are printable in PDF format.

Who is on the Architectural Review Committee?

Current members of the ACC are appointed by the Declarant as permitted under the DCCR's and include the following:

Mr. Sam Yager III, Mr. Greg Voinis, and Mr. AJ Sullivan

• How often does ARC meet?

The ACC does not have a set meeting schedule. The ACC meets on an "as needed" basis to review, and make decisions concerning, applications.

Does the ARC maintain meeting minutes?

The ACC is not required to, and does not, maintain meeting minutes.

- Do you (The ACC) follow the architectural design information for each village when considering review (West Village design guidelines differ from East Village /South Village) and approval of submitted ACC requests? If not, why, and which design guidelines does the committee follow? If so, how do we rectify inaccurate responses from the ARC committee to homeowners for disapproving projects when they should be approved?
 - West, East and South Village Guidelines are all recorded in the real property records of Montgomery County. These may have some similar and some different standards and requirements given certain unique requirements for specific sections within respective Villages. These apply respectively to the
 - The ACC reviews each application with the appropriate standards (based on the location of the Lot . . .i. e. West, South or East Village) to determine which standards apply and then applies the standards (and other regulations that may apply) in the rendering of a decision.

- The ACC and/or the Board also has the power to grant variances to certain requirements or to prohibit and/or approve certain improvements based on the compatibility of a proposed improvement with the Prevailing Community Standards (as such term is defined in the DCCR's)
- o If an Owner determines that the ACC has made an error and provided an inaccurate response, such Owner can submit for an appeal to the Board by written request to the Association Manager in accordance with the Governing Documents.

What is the official standard operating procedures for the ARC to review and approve/disapprove a submitted request?

- O The ACC Committee will evaluate all applications for an improvement submitted by an Owner to the HOA Manager (LEAD) based on the individual merits of the particular application and based on evaluation of the compatibility of the proposed Regulated Modification with the Prevailing Community Standards and the applicable Architectural Guidelines, the DCCR's and the information which is submitted with the application by the Applicant. If the Applicant fails to submit enough and/or appropriate information for a proper understanding or evaluation of the application, it can be denied or the ACC can request additional information for consideration. For tracking purposes, the decision that is rendered is communicated through the HOA Manager to the Owner.
- Can we please have a variance or change in the HOA rules to allow us to install stones or pavers in our front yard like the model homes? According to the bylaws only steel edging is allowed, is that true?
 - Per the Guidelines, the preference is for no stone or paver edging to be installed because it is subject to be damaged by mowers or to cause damage to mowers and front yard maintenance. If necessary for landscape bed containment, steel edging is permitted to be installed per the Guidelines. Natural stone and/or brick edging is not permitted. The HOA shall not be responsible for any damage done to the edging due to mowing or front yard maintenance activities. The HOA requires this to keep mowing costs down, limit damage that can be caused to an owner's edging and damage cause to mowers. This policy and requirement have come about due to the HOA's experience in front yard maintenance requirements. While we understand the initial desire to have these improvements from an aesthetic perspective, operationally they have (in the past) created enough issues for both maintenance and residents that the ARC does not have any plans to change these requirements at this time.

Amenities

- Can we work on getting the pools opened for more months, or would the HOA consider Swim at Your Own Risk?
 - The HOA will not enact a Swim at Your Own Risk policy due to liability reasons for the community insurance program.
 - For 2022, the hours of operations for both pools are as follows:
 Pre-Season: May 7 22: Saturdays (10AM 8PM) and Sundays (12PM 8PM)

Summer Season: May 27 - August 10: Mondays (Closed), Tuesday through

Saturday (10AM – 8PM) and Sundays (12PM – 8PM)

Post Season: August 13 - September 24: Saturday (10AM – 8PM) and

Sundays (12PM-8PM) and Labor Day, September 7 (10AM -

8PM)

 Does the HOA have plans to time to update the playgrounds and include things like a swing, or carousel?

- Not at the current time. The community has a total of four playgrounds with various activity centers for children of various age groups. The South Village playground has new equipment such a rope swing, and a zip line.
- Can we please have cushions installed on the chairs that are just slats right now since they are unusable in their current state? What is the plan for making the TVs accessible at the South Village facility? How can the residents use the facility or schedule the use of the facility? When will HOA move into the South Village facility & office space?

The HOA has cushions stored within the South Village Recreation Center until the Lifestyle Director. The HOA have had issues with vandalism of the cushions, tv's (which have been pulled away from the mounts on the wall), vending machines, fireplaces (fireplace rock) and furniture. Unfortunately, some of this vandalism and damage appears to have been reported to have occurred by residents and their guests. The Board determined that a partial opening of the meeting facilities would result in continued damage without some more permanent presence on site at the facility. As a result of the inappropriate use and damage issues and the need to have a long term on-site Lifestyle Director to manage and coordinate activities at the Club Palmetto and Pool Barn Recreation Center sites, the Board indicated in their annual meeting that they would be doing a search for Lifestyle activity companies to identify a party that could not only coordinate, schedule and oversee events at these facilities but promote other activities at these facilities for the use and enjoyment of the residents. The lifestyle director will work a flex schedule depending on what programs and events are scheduled that week so they can be in attendance during periods of scheduled use. This process took a couple of months. There was a contract negotiation process and interviews with potential lifestyle director candidates. As you may be aware, the results of COVID and supply chain issues have made labor issues for all sectors more challenging, time intensive and difficult. The Board completed contract negotiations and entered into an agreement with a lifestyle management in Mid-April 2022 (before this summer). This company will be assessing the needs and opportunities for use at the facilities, bringing their employees up to speed on the features of the facilities and preparing to address and send information to the residents concerning their role, the use of the recreation facilities and other programs and services they can provide to the residents. There is an area within one of the buildings in Club Palmetto that is designed for on on-site office use by a Harper's Preserve Lifestyle Director. The new Harper's Preserve Lifestyle Director (which is separate from the HOA Management Company) will be a coordinating party for residents to interact with to schedule use of the facilities and to attend events that are routinely scheduled for attendance by those in the community that have an interest. There is a sophisticated AV System installed at the recreation center to address the TV"s, and the use of the zoned speaker system for events and for meetings. The new Lifestyle director will be getting a tour of the system from the installer so that there will be able to control the AV system (including the TV's) for everyday use and/for specific events or displays for meetings etc). This will be one of the items that the Lifestyle Director can control and manage at the recreation facilities. It will take a little time to get the Lifestyle Director and their company up to speed on the facility, get their office set up, set up some additional fixtures and equipment required to address their efforts and get the program moving and communicated to the residents; however, this is all in process and Members will be getting more details soon. In the event that the Board determines that the recreational facilities need even more supervision of facilities once these are in full use, the Board has the option to work through the Lifestyle Management Company to add additional personnel at an additional cost.

- Will there be a gym in our community?
 - O There was never a plan to add a gym to the community as part of the original development plan. There are no current plans to add a gym in the Subdivision.
- When will some recreational facilities be added like basketball and tennis courts?

Tennis courts or basketball courts were never part of the original amenity package designed for the subdivision. There are no current plans for the HOA to add basketball and/or tennis courts.

Maintenance – Right of Way, Street, and Sidewalks Please visit <u>www.harperspreserve.com</u> and click on the "Homeowners Tab" at the top of the home page and then click on the drop-down tab entitled "New Member Materials" and then access "Private Streets and Gates Information".

- Who is responsible for the repair of severe cracked sidewalk in front of residential homes other than damaged due to construction, i.e., pool install, or other construction?
 - o In accordance with the Governing Documents, all sidewalks in front of or along the homes and related flatwork are the responsibility of the respective Owner. If sidewalks are damaged or in need of repair on the Owner's lot or along an Owner's lots along the street right-of -way, the Owner is responsible for the repair.
- There are potholes that have developed in front of my home and on Lake Palmetto Drive. Who should I report this to?
 - The HOA is monitoring the street and curb repairs throughout the various sections of the Subdivision. These repairs are generally performed in mass quantities and scheduled all at one time to consolidate repairs and provide overall cost efficiency by economies of scale. If you have concerns regarding street repair issues, please contact LEAD and provide information regarding the street repair and location (street name and closest address).

Streetlights

 There are numerous streetlights that are not working in the East Village, any update on repair? The HOA conducts a full community lighting inspection quarterly. All streetlight outages are reported to Entergy for repair. If you see a streetlight out, Owners can report those directly to Entergy via their website and/or submit to LEAD. Please provide the lighting information including the closest address.

Regional Traffic & Mobility

 What is the HOA doing about parents not using the appropriate drop off for the elementary school and causing issues with blocking traffic & access?

The HOA met with school representatives regarding traffic issues in late 2021. Vehicular drop off and pick up is provided by the school along Harpers School Road at the front side of the school. Pedestrian access is also available for Harpers residents along Harpers Trace and east side of school. Owner should directly contact Suchma Elementary at phone 936-709-4400 if any questions regarding the drop-off and pick-up procedure or other concerns.

Another problem for West Village with the completion of Harpers Preserve bridge is greatly
increased traffic pressure at the current exit. Has the developer considered adding an exit out
of the new South Village that would allow access to Research/Tamina Road? A better solution
would be a RR flyover out of the new village to David Memorial, but time (dealing with RR)
and cost might be prohibitive.

As you pointed out a bridge across the RR is cost prohibitive and would require facilities on both side of the railroad and now that South Village is developed, there is no practical way to achieve this due to permitting, coordination with the City of Shenandoah, the Railroad and a variety of other impediments. Fortunately, or unfortunately, the main access points to the subdivision will be Harper's Trace and Harper's Way. As a gated subdivision, one of the benefits and requirements of this type of development is limited access points. There are no plans for provision of additional access points to south Village at this time based on the site limitation and surrounding land uses.

• Will the Developer work with the State and County to find a solution to the West Village exit issues? The State should consider making sure the flyover lands beyond Great Oaks Dr. The county should consider frontage roads to minimize traffic accidents and backups along 242. Obviously, a couple of overpasses are needed to fix some of the issues. The state is spending millions to fix 242 over the river and beyond but has ignored major congestion issues from Hwy 45 to the river. The developers (not just Harpers) should unite to get the state to make further improvements. Has this been considered?

The Developer has already met with several County Commissioners and TxDOT over the years (including before there were any homeowners in the subdivision) to try and find a way to get a signalized crossing at the West Village entrance and SH 242 so that it could become a full access intersection. TxDOT indicated that it would not modify SH 242 in that location due to the SH 242 Bridge over the railroad. The County's hands were tied since it is a state-owned roadway. The Developer even tried to move the entrance of West Village further east (where the Retreat at Harper's Preserve is now) but TXDOT would not grant the curb cut permit or the signal in that

location for reasons that they did not want traffic to stop at the bottom of the railroad bridge for fear that it would be unsafe for traffic coming over the bridge at speed on a down slope. Any changes require the State of Texas (TxDOT) consent and a considerable funding source for what would be an incredibly expensive solution. The County and the Developer both tried to get this addressed; however, the State holds all the cards and purse strings for any alternative solution.

• This question is for the new area that is being developed across the new bridge from West Village - What roadways will be used for the trucks, workers, etc.? Will they be accessing through West Village since it would be a straight direct path? Or through East Village which includes school access for our children and entering two portions of our development which is both East, and South Village?

The roadways in Harper's are available for use by all Members including Builders (their trades) and Owners (and their deliveries from folks like Amazon). Once West Village is opened up to the remainder of the subdivision, traffic can flow freely through and along all streets. Our understanding is that the bridge railing delivery was delayed which has delayed the installation and the safe the opening of the road system. Once the rail is installed, the roadway will be open for use and the construction barrels will be removed.

Assessments

- Can we consolidate the dues payment pages? Currently owners use one page to view the bill and another to pay.
 - Unfortunately, this consolidation is not possible. The pay online option is through a thirdparty service, in which Owners must log in to submit payment. Owners can use the payment options provided or mail a check/money order to the return address on the statement.
- Even with lots of building and construction going on the HOA payments for the community have not changed or decreased. If we have so many new members and contributions have increased, why doesn't the amount decrease? What is this money spent on?
 - The HOA 2022 annual assessment is \$1,127.50, which is the same rate since 2020. Although the Subdivision has grown in significant size over the past couple of years resulting in greater assessments and income, there has also been an increase in expenses due to increased maintenance requirements (addition of more recreational, landscaping, private streets and trail facilities) inflationary impacts, and other financial obligations.
 - Owners can request and review copies of the monthly financials which breaks down the total expenses per month by submitting an HOA request to LEAD Association Management via the community website. Copies of the monthly financials are open to the residents.

Miscellaneous

- Can the Christmas decorations can be more elaborate Next Year than what we experienced this year?
 - o The HOA had a two-year contract for the holiday décor expire at the end of 2021. At present time, the HOA is soliciting proposals from several different groups and will be

evaluating options during the summer. The Board intends to approve a new contract for Christmas 2022 on or before August 2022. We will see what the new companies offer and evaluate alternatives based on cots.

Will the Board consider adding one member who is a resident to the Board?

- At 75% occupancy the state requires one resident member to be elected to the Board of Directors at the following annual meeting after reaching occupancy. As this timeline is approached, the HOA will mail out Board Solicitation Candidate Applications and formal information will be provided to update Owners on this process.
- The HOA has several Resident Advisory Committee members who reside within the subdivision. Current Resident Advisory Committee members include the following Harpers Preserve residents:

Pat Seitzinger & Aldo Romano (West Village) Jason Merik (East Village) Debbie Picher (South Village)

 The Resident Advisory Committee met with representatives from the Board and LEAD on March 7, 2022 via a Zoom meeting. Topics included the following:

Spring Garage Sale
Financial reports
Development projects
Repair and Maintenance projects
Capital improvements projects
Resident Advisory Committee meeting options with the Owners

 Subsequent meetings between the Resident Advisory Committee and the Board and LEAD are planned to occur quarterly or as needed.

What is the status of the trash can replacement from blue bin to black one with community logo?

- Trash service is provided by the MUD. Due to covid and supply chain constraints, it has been a challenge for the MUD to timely secure adequate trash cans for the new Owners within the Subdivision. As a result, the blue trash cans were provided on a temporary basis. The HOA understands that the MUD anticipates transitioning from these temporary blue trash cans to the standard black cans by July/August 2022.
- Owners should contact Municipal Operations (MUD Operator) by phone 281-367-5511 or email <u>service@municipalops.com</u> to request trash cans. Once the order is received, Municipal Operations processes the request GFL (garbage service provider for the MUD) for final processing of the trash cans to the Owner.
- Owners who are experiencing any disruptions with trash service can directly contact GFL (MUD's trash service company) by phone 281-368-8397 or email GFLCSHouston@gflenv.com.

Is there any policy regarding noisy neighbors?

- Yes, the HOA does have a nuisance clause in the DCCRs and Governing documents. If you
 are having issues, please contact LEAD Association Management and they can help you
 determine a solution on a case-by-case basis. If necessary, please contact law
 enforcement to file a report.
- O Please note that in many of these instances, the HOA make note of the complaint provided by the Owner and will send a courtesy letter to the neighbor. However, as these cases are subjective, the HOA is limited in its ability to enforce and escalate violations based exclusively on reports against neighbors and the HOA is not permitted to perform inspection for this condition. Alternatively, Owner can address this matter directly with local law enforcement.

• Are Municipal Utility District No. 95 and the HOA related?;

 No these are separate entities with separate purposes. Among other functions, the MUD is a public governmental body which operates and maintains the public water, sanitary sewer and drainage facilities and contracts for garbage collection service for the Harper's Preserve development.