

Coldspring Terrace Property Owners Improvement Association, Inc.

331 Timber Drive, Coldspring, TX 77331
www.ctpoi.ai | Coldspring-Terrace-Board@GoogleGroups.com

Board Meeting Minutes June 7th, 2025 | 10:00 a.m. | Pavillion Office

APPEARANCE:

Aki Morita – *PRESIDENT*, Tom Pradel – *VICE PRESIDENT*, Tyson Potter – *TREASURER*, Sid Smith – *SECRETARY*, & David Muecke – *TRUSTEE*.

- President, Aki Morita called the meeting to order at 10:22 a.m.
- Current and outgoing Board members, prospective Board candidates, and property owners introduced themselves.
- President, Aki Morita announced that the next monthly meeting will be held on Sunday, July 13th at 3:00 p.m.
- President, Aki Morita verified that the required attendance was met to constitute a quorum.
- President, Aki Morita advised that Administrator, Patty De Freitas verified all proxies.
- All voting ballots were collected at this time. Volunteers then convened in the office to count the votes.
- The Board reviewed, approved, and signed the minutes from the April 13, 2025 meeting.
- Two special guest speakers addressed the meeting: Luke Sweeney, County Commissioner for San Jacinto County, Precinct 1, and Coty Castro, Game Warden with the Law Enforcement Division, Region IV, District V. Mr. Sweeney spoke about the upcoming road repairs at the main entrance and addressed related community concerns. Game Warden Coty Castro also provided an overview of his role, which includes enforcing state fishing, hunting, and boating laws, as well as protecting wildlife and natural resources within the region.
- President, Aki Morita addressed the Board's first action item concerning amenity access. He advised that residents should retain their 2024/2025 amenity key, as it will remain valid through the 2025/2026 term. Due to ongoing government trade restrictions, the current supplier has been unable to source this specific key type. Multiple vendors have confirmed that this style of key is becoming increasingly rare and is being phased out. In response, the Board is actively exploring modern access alternatives such as key fobs and access cards. At this time, the locks on all common areas will remain unchanged through July 2026. Residents needing an additional key may contact Administrator Patty De Freitas at (281) 773-0016. The cost for each extra key is \$50.
- President, Aki Morita addressed the Board's second action item regarding ongoing pool maintenance issues. He reported that the pool is currently experiencing problems with the lighting system, as well as a recurring issue causing the pump to shut off unexpectedly. To ensure a proper and lasting resolution, the Board will engage a licensed electrical engineer specializing in pool systems to assess and address the underlying causes.
- President, Aki Morita addressed the Board's third action item concerning the condition of the pavilion foundation. A recent professional assessment determined that the foundation is in critical need of repair. The damage is significant and requires immediate attention to prevent further structural deterioration, especially to the roof. Timely repairs are essential to avoid more extensive and costly issues in the future.
- President, Aki Morita addressed the Board's fourth action item concerning the pavilion roof. It was reported that several components of the roof are missing, and a potential leak has been identified within the structure. Further inspection is required to assess the full extent of the damage and determine the necessary repairs. This issue will be prioritized alongside the foundation repairs to ensure the overall integrity of the pavilion.
- President Aki, Morita addressed the Board's fourth action item regarding the enforcement of deed restrictions. He stated that violations will be enforced more rigorously moving forward through regular property inspections, issuance

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of formal violation notices, and appropriate follow-up actions. These may include fines or legal measures necessary to ensure full compliance with community standards.

- Treasurer, Tyson Potter presented the Financial Report and advised that the beginning balance was \$3,847.51. The bank balance as of April 30, 2025, through May 30, 2025, was \$7,468.21. The Aging Report indicated unpaid home and lot fees over 90 days totaled \$23,995.06.
- The Board extended its appreciation to the following individuals and noted updates regarding committee participation and upcoming events: **Architectural Control Committee (ACC)**, the Board thanked Renny Hardwick for his service. Volunteers are currently being sought to assist with the committee's responsibilities. **Coldspring Terrace Flower Fund**, appreciation was extended to Lisa Brewer for overseeing the 2025/2026 Flower Fund Committee. **Nominating Committee**, volunteers will be needed to form a new Nominating Committee for the 2026/2027 Board of Trustees election. **Holiday Decorations Committee**, the Board, thanked Marilyn Fowler & Mrs. Pat for their continued efforts in decorating the main entrance, helping to highlight the meaning of each holiday. Our **Annual July 4th Golf Cart Parade** is scheduled for Friday, July 4th at 10:00 a.m. & 7:00 p.m. Participants are asked to meet at the boat ramp 15 minutes prior to the start. Our **5th Annual Coldspring Terrace Fishing Tournament**, date to be determined based on lake conditions. The event is open to all Coldspring Terrace members and their guests. For details, contact Renny Hardwick.
- President, Aki Morita addressed several ongoing items essential to daily life in Coldspring Terrace. The Board has implemented PayHOA to manage homeowners and property accounts. Homeowners are encouraged to register at their earliest convenience to ensure timely access to account information and communications. Rules for the Pavilion, Swimming Pool, and Boat Launch areas are posted and must be followed. Important Reminders for the pool area, no parties, no food, and no glass containers are allowed. The pavilion requires a \$50 refundable deposit (applies to pavilion use only, not the pool). To reserve the pavilion, contact Patty De Freitas at (281) 773-0016. Home/Lot Improvement Request Forms and application procedures are available on the website: www.ctpoiai.com. Please allow up to 45 days for review, although responses will be provided as promptly as possible. Community Safety Reminders, leash laws must be followed, and residents should not trespass on neighboring properties. Exercise caution and safety when operating golf carts and ATVs. No one under the age of 16 is legally permitted to operate these vehicles on Texas public roads. The Board does not enforce these laws; however, the San Jacinto County Sheriff's Department may issue citations to violators. The speed limit within the community is 20 mph for all vehicles. CTPOIAI 2025/2026 Invoices, if you have not received your invoice, it is likely because your PayHOA account has not been set up or updated. Please contact Patty De Freitas at (281) 773-0016 to update your information as soon as possible.
- During the Open Forum, property owners were invited to ask questions and share concerns, with a time limit of two minutes per speaker. Several property owners expressed concern regarding the association's financials and one property owner requested that the Board conduct a formal audit. President, Aki Morita responded by stating that all financial records are fully available for review and that the property owner is welcome to conduct a personal audit at his/her discretion. Another property owner raised a question about the monthly payments associated with the newly implemented PayHOA system. Board members clarified that the current Board is managing the budget responsibly and to the best of their ability. They also reaffirmed that all financial records are completely transparent and available for review by any property owner.

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- President, Aki Morita outlined several key goals aimed at improving community assets and long-term planning. The items discussed include a future community vote that is planned regarding the 2018 By-Laws and Deed Restrictions to ensure alignment with current needs and legal standards. The Board is reviewing foreclosure actions as a measure to address long-standing non-payment of dues. Entrance Area Improvements, plans include replacement of the community entrance sign and overall enhancement of the entrance area. Common Area upgrades, proposed improvements to the Boat Ramp, Fishing Pier, and other shared spaces to increase usability and appeal. Mailbox Maintenance and Replacement, the USPS no longer repairs or replaces mailboxes. Mailbox maintenance and replacement are now the responsibility of CTPOIAI, new construction homes will need to install mailboxes. All mailboxes are to be repainted, and lighting in mailbox areas will be updated or replaced. Emergency Preparedness, the Board emphasized the need for a formal contingency plan. A Board member will be assigned to create a map of main utility shut-off locations and maintain a list of individuals with key access. At least two responsible parties must be located on-site. Rental Properties & Short-Term Leasing; ongoing concerns were discussed regarding rentals, short-term leases, Airbnb's, and Bed & Breakfast operations within the community. The Board will continue to explore appropriate policies and enforcement measures. The Board is considering an additional increase in annual dues to support necessary maintenance, upgrades, and community initiatives.
- President, Aki Morita announced the appointment of Gene Lewis as a new Board member for the 2025/2026 term. Mr. Lewis brings valuable experience and a commitment to enhancing our community. The Board extends a warm welcome to Mr. Lewis and looks forward to his contributions.
- The Board extends a heartfelt thank you to the two residents and silent donors who generously provided our catfish lunch. Your kindness and support are sincerely appreciated and did not go unnoticed.
- The meeting was adjourned for lunch at 12:22 p.m., with a motion by Sid Smith and a second by Tyson Potter.
- Adjourned to the Executive Board Meeting at 12:22 p.m.
- Reconvened to Open Session at 12:30 p.m.
- Meeting Adjourned at 12:32 p.m.

Gene Lewis – **PRESIDENT**

Sid Smith – **VICE PRESIDENT**

Aki Morita – **TREASURER**

David Muecke – **TRUSTEE**





