

Austin's Colony HOA Meeting

July 17, 2016

Present: Eric Henderson (President), Joseph Mitchell (Vice President), Jason McConnell, Jacqui Peterson (Secretary), Patti Wade, Charles Grimes, Rick Greig (Treasurer)

Equity Staff: Debbie and Angela

Absent Joe Contreras

Guests: None

There was a full quorum so the meeting commenced. Joseph called the meeting to order at 6:08 pm

Minutes

The minutes for the ast meeting had been distributed by email and all the board approved them. Rick motioned that the minutes be approved and Charles seconded. The April 2016 minutes were ratified.

Treasurers Report

Current Balances (As of 6/30/2016):

Checking --> \$27,289.11

Savings --> \$99,295.46

Only expenses paid this month so far are our usual utility bills to Bryan Texas Utilities.

Issues to resolve:

1. Determine who to add to signature card as Eric steps off the Board
2. Moving check privileges from the Savings Account back to the Checking Account (misunderstanding of which is which because of naming protocol of Prosperity Bank)
3. FY17 Budget - developing for August/September meeting. Will be able to add information after meeting with Equity (Debbie) on 7/20.
4. Some deposits (dues payments) are ready to be made once switch to correct checking Account is complete. Rick gave Debbie direction to go ahead and deposit into correct account

Jason motioned Joseph seconded to accept the treasurers report

CC&R Report

Debbie of Equity gave the report. Equity drive through the sub-division approximately every 10 days usually, but one recent drive through was skipped. A lot of fences are shabby looking, discolored boards what should be done. As long as they are not badly broken or fence leaning out 50 degrees it is OK. Majority of violations are yards. Equity wanted to know which are the board of directors biggest concerns: 1) appearance/visual stuff, 2) boats and trailers in driveway. Don't need to write up every time but violations are to be documented and if recurring then a violation ticket should be issued.

There was a question about lawns; some phases require St. Augustine some fescue. Basically, as long as there are no runners (lawn is edged) and fairly level height it's OK.

If homeowner is being aggressive and/or verbally abusive when issued a violation ticket by Equity staff then Equity staff should report them to the HOA Board of Directors. Biggest number of violations reported by Equity were:

1) overgrown grass and overgrown weeds in flowerbeds

2) trash in front yard. Littering on front of property is a police affair. Melinda Fox is our neighborhood enforcement team chief. Sharon Hauke, City of Bryan is person to contact for city violations.

Violations should be rechecked on next drive through – 10 days later to make sure it is now compliant. When complaints come in through the HOA website then Board member/s check them out and discusses solutions via email.

Old Business

- 1) How can we determine a fine schedule for repeat violations, i.e. 3 violations then a fine. This has been discussed in the past but we need to know what specifically do we need? What documents do other HoAs have filed to enforce these repeated violations through a fine system. Amendment to Rules and Regulations and Bylaws to be amended needs a high percentage of homeowners to vote yes on this way forward. Last revision to AC HOA was in 2007 in respect of the percent of homeowners present plus proxy forms for the Annual Meeting to commence. If a change then do we need a 60% vote by homeowners?. Provision for special assessments: We can do our own policy and procedures a document that is voted on by the AC HOA board. Can this be finalized before the annual meeting on 9/12/2016?. There are areas in AC that really need this type of provision. All fines/liens should be put into a separate account for legal work. Applying fines would be to maintain aesthetics of AC and keep up our property values. It will be posted on website on the day of the Annual Meeting to be discussed at the Annual Meeting and will not go into effect until 1st January 2017. A special meeting needs to be coordinated before the Annual Meeting.

- 2) Dues over 1 year old: Three are now paid in full, six on payment plans. Liens were placed on two properties for non-payment of dues. Dues for 2016 approximately 50 homeowners have not paid this year. Reminders need to be sent with a note that if not paid within 30 days the dues account will be forwarded to our lawyer.
- 3) Flags are repaired at no charge. Flag keys with: Patti, Charles and Eric. Patti has the new flags stored.
- 4) Eric reserved the school cafeteria for the annual meeting. Board to be there by 6 pm. Generally lay out 100 seats.
- 5) To get a change in CCR needs all homeowners in their phase to vote on the change. Currently not all CCRs for each phase are the same. Needs someone in that phase to initiate it the vote to change.

New Business

- 1) Annual Meeting (09/12/2016) – Speakers for the meeting were discussed and the following will be invited: Councilman Buppy Simank, Councilman Greg Owens, Officer Melinda Fox, Officer Sharon Hauke
- 2) Mowing - alleyways easements etc., was discussed in terms of who has responsibility for mowing. Discussion is ongoing with Grant Carrabba on the responsibility of mowing alleyways and their upkeep. Jason asked that we get a quote for mowing of alleyways, Charles seconded
- 3) Issue of rocks on street. There was an issue with flooding so homeowner created a drainage system using rocks which were washed out during last high rain event. City of Bryan Code Enforcement contacted the owner of the property and rocks were removed.
- 4) Landscaping for Thornberry (last AC Phases). These phases off Thornberry will have a sign entering Austin's Colony and it will be of rock with metal lettering. New Phases (14, 15, 16 and 17) on Thornberry will be completed 2017
- 5) Median Cut for roadway to new Physician/ER development we will lose some irrigation and trees, the Developer will replace and repair
- 6) Pro-rated dues for new buyers of new construction was discussed. Builders also have pro-rated dues for time of land bought until home is sold. Grant Carrabba to be contacted when builder takes over plats.
- 7) Chickens – No livestock allowed in the Austin's Colony HOA CC&R. While having livestock is In compliance by law it is not in compliance with Austin's Colony HOA CC&R. Thus it is a violation to have chickens in ones backyard.
- 8) Equity: Violations – send spreadsheet to each board member for each trip – flag the repeat offenders, have photographs of the violation if the board need to see the violation.
- 9) Change in meeting schedule was discussed – should it be quarterly or revert back to monthly or even 2 monthly?

10) Eric gave notice to quit as of 19th July 2016. The next President of the Austin's Colony HOA and who will take on the role was discussed. Will the VP step up and be president or does another board member wish to be President? Jason made a motion that Charles is the new president and that Joseph remains VP and Patti seconded the motion. The board unanimously voted yes for Charles Grimes to be the new President of the Austin's Colony HOA.

11) Due to a new President of the HOA being voted in with Eric's departure signatures need to be changed for the bank: These will be the signers on the transactional business checking account.

- Rick Greig
- Charles Grimes
- Keith Clements

These will be the signers on the money market business account.

- Charles Grimes
- Rick Greig

12) Building the 2017 budget was presented by Rick and will need to be discussed further

13) Projected homeowners for the 2016 Annual Meeting was requested because we need to collect proxies for vote so a quorum is reached at the meeting.

14) Newsletter will be circulated for editing and review by the board. Newsletter can be printed for less than \$250 for 550 newsletters to be sent out.

15) Proxy form needs to be sent to Equity or signed, scanned and emailed to Equity or signed and given to a neighbor to scan and send to Equity.

16) Charles suggested that Joseph or Rick contact a CPA with respect to tax exemption for AC HOA. Do we have any prior tax returns that we can provide to a CPA – this will be looked into.

17) Patti reported that Austin's Colony Parkway will be resurfaced (Booneville to Bullinger). Bids are currently being solicited by the city.

18) Wrought iron fences, metal fences were allowed in the past based on who lived on the property at the time they were constructed and the homeowners promise to upkeep their backyard which was now visible from the street. This issue was discussed as homes are sold and some backyards visible to street have deteriorated.

19) Jacqui gave notice to quit as of 12th September 2016 at the Annual Meeting, Her last job will be to complete and disburse the minutes of the 2016 Annual Meeting before the new secretary takes over.

20) . Jacqui to post to NextDoor about the Annual Meeting and request that anyone interested on being a member of the board to let her know so their name can be on the voting ballot form. There will be three places on the Board of Directors needing to be filled. Ballot form template to be sent to Equity by Jacqui.

As there was no further business, Jason motioned the meeting be adjourned and Patti seconded the motion. The meeting was adjourned at 8:33 pm