

**Austin's Colony Homeowner's Association  
Board of Director's Meeting Agenda  
Tuesday, April 2, 2019**

**Berkshire Hathaway Caliber Realty  
700 University Drive, Ste 108  
College Station, TX 77840**

- I. **Call to Order** - Meeting was called to order by Patti Wade, President, at 6:01 p.m.
- II. **Attendance** - Patti Wade, Ron Abbott, Cathy Bruton, Don Burnett, Karen Compton Joe Contreras, Rick Greig and Justin Lopez. Richard Payne gave Justin Lopez his proxy. Briley Blackshear and Suzan Reed attended representing BHHS Caliber Realty.
- III. **Welcome Guest** - No guest in attendance.
- IV. **Approval to Ratify Minutes and 209 Letters** - January 9, 2019 - Ron motioned, Justin seconded; motion approved unanimously, no discussion. Approval on letter Patti sent on Patti on 2/28/19 regarding the process of 209 letters regarding violations. This was discussed via emails and all approved. Don motioned and Ron seconded; motion approved unanimously.

Briley discussed the process of the 209 letter. The resident is notified three times prior to going to legal. She suggested the Board talk to them either by phone call or email prior to sending the 209 letter. Briley will notify the board for approval prior to sending letters. Joe motioned and Justin seconded; motion approved unanimously. Patti wants management to handle all process and contact.

- V. **Management Report Violations and update on fences** - Briley provided a Violation Report for the period of January 1 - March 27, 2019, most of these are lawn violations. She sent a mass email to all HOA members as a reminder of By-Laws. After homeowners receive a notification they have 15 days to rectify; after three notifications it becomes a 209. For work that may exceed the 15 days, the homeowner should contact BHHS and she will note it is being corrected.
- VI.. **Developer Report** - Grant unable to attend. Patti gave report for Grant on items we were addressing regarding homes and fences, and also reported on process discussed at Board Workshop on January 31, 2019. Developer and Board would work together to rectify the CC&R's and By-laws, since there are presently 19 sets of regulations making it very hard to manage and control. Patti asked for a motion to proceed with Developer to move forward with this. Rick moved that the Board work with Grant Carrabba to pursue updates to the Covenants, Codes and Restrictions and By-laws. Joe seconded; motion approved unanimously.
- VII. **Treasurer Report / Budget** - HOA dues came in February and March; Currently 20% delinquent, but feels that will decrease, since the dues were due yesterday. Last year we were at 27% at this time. Suzan stated by the end of this week Late Fees will accrue and homeowner will receive a Past Due Statement emailed and mailed via US Postal Service. At the end of next month, they will receive a demand letter and after the third month, a lien. Lawn Care has increased with the new service, previously \$3,200/monthly and now \$4,800. He will have to make some adjustments for this increase.

- Rick reviewed the budget,  
Balances as of 3/31/2019:  
Checking: \$51,803.83  
Savings: \$65,972.86

#### VIII. **Old Business**

- Pleasant Rose alleyway closure is completed and recorded in Volume 15204, page 289 with the City of Bryan. Patti thanked Councilman Greg Owens, Councilman Buppy Simank and Grant Carrabba for their help in the long process.
- Signatures needed for by-laws - Briley contacted Grant, but hasn't heard back from him. Suzan verified there is a signed document on the By-Laws somewhere and they need it.
- Ron gave updated report on Benches and Doggie Stations - Benches cannot be put on ROWs and the sidewalks are on ROWs, which precludes permanent benches. Benches will cost about \$500 each and weigh about 100 pounds, which will be easy to carry off unless we put them on cement slabs 3' by 7' about \$200 to \$300/each. Ron hasn't been able to find a grant to help on the project. Ron will keep working on these items and get more information. These items will be tabled until the Annual Membership Meeting and we will need to provide information on options prior to the meeting. Also, have BHHS provide pros and cons from other neighborhoods they manage.
- Replacement of dead shrubs - Patti gave report that two Drift Roses, six Red Tips and three Junipers need to be replaced. A few Red Tips will be monitored to see if they come back. Lawn care estimate \$743.68 to replace these with a one-year warranty was given and may be less if some of the Red Tips come back. These funds will come out of Reserves or Miscellaneous. Joe motioned to have them replaced, and Don seconded; motioned approved unanimously.

#### IX. **New Business**

- Tax Exempt Report - Two page form, and we need the number of plats that have been developed; and the date that the collectively owners gained voting rights control. The date the developer handed over the voting rights should be used on the form for phases 13 - 19. Patti will provide the plats, the number of homes for 12 phases.
- Annual Meeting Location and plans - Justin worked with BISD on reservations. Mitchell Elementary was not available and Rudder High School could not confirm until two weeks out. The Best Western Premier Hotel, closest to us, is available and will give us a discounted rate of \$225 plus 22% service fee and 25% deposit to reserve. If they charge additional for the equipment, Justin may be able to provide at no cost. Ron motioned to accept the proposal and Joe seconded; motioned approved unanimously. Rick reminded us this is an unbudgeted expense. In the past has budgeted \$100 for cookies and water.
- Website Update (Neighborhood Conservation District Posting website changes) Changes were made on managements name of the website per the request. We do not have our Neighborhood Conservation District Posted for phases 6, 7, 8, 7c and 8a. Patti has requested copies from the secretary's office for the City of Bryan. Thanking Gary Thomas for his help and his volunteer service to our website.
- Concerns on Nature Park and speeding on Parkway, Thornberry and Bullinger by residents - Patti is asking for approval to write to the City of Bryan, from the Board, requesting our concerns of clean-up on the parkways and police presence on Parkway, Thornberry and Bullinger. Justin motioned for Board to write letter, and Joe seconded; motion approved unanimously.
- New contractor for lawn and maintenance - Patti had to apologize to the new contractor how the grounds were left from the previous contractor.
- Flag poles and bricks - Patti mentioned someone suggested buying bricks to place in front of our flagpoles for military. Honoring a family member or resident at cost, no cost to the HOA. The clips continue to break holding flags and SignPro are looking into solutions and Patti will give report once she receives.

X. **Open Discussion** - Rick asked if the board was needed to be pro-active in the 10-year phase. Patti said yes. No other discussions or concerns from other board members.

XI. Next Board Meeting - July 2, 2019

XII. Adjournment at 7:17 motioned by Joe, seconded by Justin, approved unanimously.