

**Meeting Minutes**  
**Austin's Colony Homeowners' Association**  
**Board of Directors**  
**February 1, 2022**

**Attendees:** Board Members: Anne McBroom-Balke, President; Chris Davis, Secretary; Christina Hultquist, Member At-Large; Jeff Skelton, Vice-President; and Bruce Worley, Treasurer. Also in attendance were committee chairpersons Patti Wade, Lawn and Maintenance and Steve Cauffman, Architectural Control. Gary Thomas, HOA Webmaster, attended for part of the meeting. Representing Berkshire Hathaway Management Company were Cheyenne Gonzalez and Suzan Reed.

The meeting was called to order at 6:04pm by Anne McBroom-Balke, President, and a quorum was established.

Cheyenne Gonzalez was introduced as our new primary contact with the Management Company and welcomed by Anne McBroom-Balke.

The minutes from the November 2, 2021, Board meeting were ratified unanimously. The motion to accept was made by Christina Hultquist and seconded by Jeff Skelton.

**Treasurer**

Bruce Worley, Treasurer, reported income for 2021 was \$115,895.82, exceeding the original budget of \$109,474.00. Legal fees for the year were \$1,483.17 but were reported as income. The Management Company will verify that this is due to repayment from the Developer for funds outlaid for the CC&R project. There was an increase in postage due to informational mailings on the CC&R's. The Treasurer questioned if the website expenses were correctly reported, as expenses relating to the electronic vote conducted by the company 'VoteNow' were listed under that line item. Those expenses will be moved to a separate line item under 'CC&R Project'. Meeting expenses increased due to additional charges from the Management Company for meetings held after 5pm. We discussed budgeting more in 2022 for Christmas decorations. The water bill is for the underground sprinklers.

**Management Company**

The violation report was presented by Cheyenne Gonzalez. There is a problem property; the issues have been ongoing for years. After a lengthy discussion, this property, which was also discussed at the November meeting, will be issued a 209 letter (letter notifying of intent to file legal action if problems are not remedied in 60 days) to the property owners (this was unanimously passed at the November meeting but, to date, has not happened). Board member volunteers will offer specifics to the Management Company as to what violations should be cited. This will be the second time legal action has been taken on this property.

There is a property who houses a flatbed trailer in the driveway most days; they will be issued a 209 letter as well. It was reinforced that we must be consistent with violations. Anne McBroom-Balke will work with the Management Company to send the letter. Chris Davis moved we send that homeowner

with the trailer a 209 letter and we will be prepared to back it up. Anne McBroom-Balke seconded and the motion passed.

There is another violation of new fencing facing outward, which needs to be remedied by the builder. The Management Company will contact the builder and/or Developer, as necessary, keeping the homeowner in the discussion. Christmas decorations need to be taken down. There are houses with junk in their side yards who need to be issued a violation.

The MetroNet fiber internet installation was discussed. This is a City of Bryan project and the HOA has no authority over this.

### **Lawn and Maintenance – Patti Wade**

Replacing the trees and bushes damaged/destroyed by the February, 2021 freeze and webworms has occurred. The lawn contractor currently charges \$4130/month and is increasing costs by 3% to \$4254 effective 3/1/22. There are some new easements in newest part of the development which we will begin mowing. We need to discuss those easements with the Developer. He will be invited to the next Board meeting. There are areas that we are mowing that do not fall under our jurisdiction, which, if we discontinue mowing, will save the HOA \$600 a year. Chris Davis moved we discontinue maintaining areas not under our jurisdiction. Anne McBroom-Balke seconded. The motion passed unanimously.

Patti Wade is getting an estimate on mulching every other year for the public flowerbeds, hiding the irrigation hoses. There is an empty flowerbed at the corner of Bullinger and Thornberry. This was planted by the Developer and does not fall under our jurisdiction.

The breakers kept tripping with the Christmas lights on. Patti wrapped the cords, after having an electrician check it out (at no charge). It was not an electrical problem; it was a light cord problem. We will address this as we plan next year's decorations.

### **Old Business**

The active legal case has been ordered by the judge to go to mediation; however, a mediation date has still not been set.

CC&R edits are being made per feedback from residents. Hopefully, information can be sent out with the dues statements. It was agreed that at least 30 days must be given between the sending of statements and the due date. We need to confirm processes to communicate the re-vote. Suggestions were Zoom calls, knocking on doors, and neighborhood get-togethers. Christina Hultquist agreed to assist in coming up with suggestions.

Christiana Hultquist presented her Board job description. Other members need to complete this task and bring to the next Board meeting.

### **New Business**

Jeff Skelton has been given log-in privileges on the website. Gary Thomas and he are going to reformat the website to make it more user-friendly. The Architectural Committee needs a separate submission form.

Submitted violation forms do not need to be sent to the Board members. We discussed changing the 'violation' form to 'inquiry'. The Management Company can take care of these reported violations, involving the Board, as necessary.

Gary Thomas was recognized for all the work he does on the website.

We revisited our Mission Statement to remind ourselves of our purpose.

Christiana Hultquist volunteered to assess how our work aligns with the Mission Statement.

A motion was made to adjourn by Anne McBroom-Balke. It was seconded by Chris Davis. The meeting adjourned at 7:30 pm.

The next Board meeting will be May 3, 2022.

Respectfully Submitted,  
Chris Davis, Secretary