Austin's Colony HOA, Board Meeting
Tuesday, August 11, 2026 @ 6:00 PM
700 University Drive East, Suite 108, College Station, Texas. 77840

Call to Order at 6:00 PM by President Jeff Skelton
Attendees: President Jeff Skelton, Vice President Richard Payne, Secretary Patti Wade, Treasurer Karen Compton, Member at Large Bari Brookins, Karissa Osburn from Berkshire HOA Management. Quorum was met.
Welcome Guests: Several guests were present and concerns were given pertaining to Short Term Rentals and what was being done, including renters parking on sidewalks, and many neighbors were wanting to put houses up for sale around them. Jelly fish lighting still causing some concerns, construction potty receptacles doors being open and not maintained by builders, and builder lots still not being maintained.
Review and Approve:
President Jeff Skelton read the actions that were taken by the board since the last meeting, of May 12, 2026. They are as follows:

1. The Board approved "Minutes of May 12, 2026 Board Meeting" via email. Motion was made by Karen Compton on May 26, 2026 to approve; Richard Payne seconded. 48 hours of discussion was allowed. The board approved via vote on May 29, 2026 and quorum was met. No funds were needed for this motion.
2. The Board requested a "Special Meetings of the Board of Directors" and the President concurred. The agenda was to discuss and vote on the recommended changes to the Lighting policies deferred to the Legal team in the May 12, 2026 meeting. The changes were related to the direct feedback from residents during that meeting and advised by the Legal team. The Legal team advised there were enough changes for and a new vote and would be needed in an open meeting. The board discussed options for a "Special Meeting" or next quarterly open meeting. Karen Compton motioned via email on June 4, 2026, "to add the policies for lighting on agenda for a special meeting". Patti Wade Seconded on June 5. 2026. Discussion was allowed and motion was approved. To allow quorum of Board members to attend and allow for the required posting time, the board decided the meeting would take place Tuesday June 23, 2026. It was also decided to meet via Zoom. No new funds would be needed for this motion.
3. The Board voted to proceed for payment to lawyer for legal services on June 30, 2026. Approval for these services were previously voted on during the May 12, 2026 open meetings. Motion made by Karen Compton, seconded by Patti Wade. During discussion, it was determined we did not need this vote since it was previously approved.
4. A motion was made by Patti Wade via email on July 6, 2026 to "proceed for payment to Premier Hotel for reservations for annual meeting". Discussion started and it was noted this did not need a vote since it was approved and budgeted during the November open meeting.
5. The Board met to have a hearing at the request of a resident on Tuesday August 4, 2026 via zoom. No action was required or requested.

All actions that were taken was motioned to be approved by Patti Wade, Bari Brookins seconded. All approved, no discussion.

Treasurer Report: Report was given by Treasurer Karen Compton, informing that the funds had more revenue in them than what had been projected. She questioned Karissa Osborn about Director Insurance cost going up as well as the legal expenses over budget. All other expenses otherwise were in line and all finances were level. No other questions, no discussion.

Committee Reports:

a. **Architectural Control:** Committee members gave reports and gave the board a print out of ACC requests. Only one had not been approved due to confusion on paperwork submitted. Jelly fish lighting was discussed and how residents were still not submitting a request for installation after the June 26, 2026 approved policy requirements. Discussed how many flags were allowed on a pole and asked board to look into the policy for verbiage clarification.

b. **Lawn Maintenance**: Patti Wade gave update on landscaping at the park on Bullinger/Thornberry. 8 crepe myrtles were added and extended the sidewalk bed. Bull rocks will be placed under center oak tree. The area at intersection of Bullinger/Thornberry was too expensive to landscape this year and would need to be in budget for the 2027 year. The remaining amount left will be focused along parkway past Mitchell Elementary.

c. **Social:** Patti Wade requested to have cookies and water for the Annual Meeting again as budgeted, and would handle getting that for the evening meeting.

d. **Flag Maintenance**: No member present. President Jeff Skelton said request was done by member that new Austin's Colony Flags would be ordered, and be of a better quality that what we have now because they are not lasting.

e. **Website:** Member not present, so President Jeff Skelton gave report on changes that have been worked on to help in future for any hacking. PDF to text and working on links to be more friendly accessible.

Management Reports: Karissa Osborn from Berkshire HOA Management gave report on the new upcoming computer system that should be running in September. (Vantaca). The previous system (Sync) had too many glitches and management felt best on a change. As of this year, there should not be any new charges for the new system, but would need to be discussed for next year's budget. The manager, Suzan Reed was not present at meeting and Karissa was unable to answer cost question. Management is working on Aging Reports pertaining to Liens. When a home is sold, all balances should be paid for and cleared. Fines are being collected and many homes are complying with letters concerning code violations, mainly yards. She was very pleased and thankful many had been helpful. She explained the fine procedure and noted it can be seen on our HOA website. Noted that there were many builders lots needing attention and would check into addresses in upcoming drive around.

Old Business:

a. **Developer Sign on Thornberry:** Vice President, Richard Payne gave report that he had communicated with developer, Grant Carrabba regarding sign. The sign will be done by Mr. Carrabba and placed on Thornberry as you enter Austin's Colony from Greenbriar subdivision. Mr. Payne showed members what the sign would look like. There was also discussion on if the board was open to put in more signs, as a previous board wanted to use excess funds on a project. At this time there was no decision to move forward with another sign. The city has approved Thornberry signage, and some trees will need to be removed and Mr. Carrabba will need to plant trees.

b. **Policy Lighting:** Tabled on future direction of non-compliant residents, how violations will be handled.

c. **Short Term Rental Update:** There are several concerns regarding rentals and residents are asked to report and take pictures. Can be reported to the HOA website, *Report a Violation*. Since one violation had not been resolved, reaching out to lawyer was the solution moving forward. Patti Wade motioned to move forward contacting attorney regarding Short Term Rental, Richard Payne seconded motion. All approved, no discussion.

d. **Easement on Wolfpac:** Discussion that area easement behind Wolfpac homes had not been cleared and resolved by Grant Carrabba for HOA to take over and be maintained by normal contractor mowing. This has been an ongoing discussion that has not been resolved for quite some time. Lawyer has advised board once on this, and with nothing resolved, discussion was to ask how to move forward. Patti Wade motioned that legal advice be requested regarding Wolfpac area; Bari Brookins seconded. All approved. No discussion.

<u>New Business</u>

a. **Discuss Annual Meeting:**

1. Discussion on when letters and proxies would go out to residents for the annual meeting. Karissa Osborn, HOA Management said they would go out on August 21, 2026. Patti Wade will contact Code Enforcement and Grant Carrabba to be guest speakers and asked for topics board wished for them to discuss. If there are any Architectural Control members not returning there will be positions to vote upon if so. Presently two board members are finishing their term. Patti Wade suggested that if someone running for a position could not be present at annual meeting, then they could submit something to be read by President or Secretary on why they would like to be on the board or committee.
2. Social Committee: Patti Wade would be getting refreshments, napkins and cookies
3. Room Rental at Hotel: Karissa Osborn, HOA Management has taken care of getting a larger room, mic, and tables for event. A check will be taken to hotel by her.

b. **Procedure of lighting policies with monitoring plans**: Asked that residents help and report lighting. Board is still working up plans moving forward how procedures will be handled.

c. **Fall Newsletter:** Bari Brookins, Member at Large is working on Fall Newsletter to be sent out before annual meeting via email to all residents. We ask all residents have an email on file.

<u>Open Discussion</u>: Discussion was mainly on how moving forward, some of the new policies will be conducted. Two board members will be finishing their terms. Builder lots not being maintained and how it is needed they are on the same fine structure, just like residents. Possible calling city code to report as well to get them moving along with clearing up.

<u>Adjourn:</u> President Jeff Skelton motioned to adjourn meeting at 7:58 PM, Patti Wade seconded motion, all approved

<u>Executive Session</u>: Discussion on the red brick pillars along the Austin's Colony Parkway and who will be responsible for maintenance. Management is to look into fencing to determine ownership of these to be able to proceed forward. Executive Session motioned to adjourn by Patti Wade at 8:15PM, and seconded by Richard Payne.

Next Meeting will be the Annual Meeting on September 21, 2026, 6:00PM, at the Premier Hotel on Austin's Colony Parkway.