

Meadows at Kyle HOA Board Meeting

Cabela's, 15570 South Interstate 35 Frontage Road, Buda, TX 78610

January 8, 2019 @ 6:30pm

Attendance: Board Directors: Cody DeSalvo, President; Steven Wolff, Vice President/Treasurer, Ginny Zink, Secretary; Committee Chairs: Vanessa Vaughan, Communications Committee; Cody DeSalvo, Governance; Cherie Grishin, Architectural Committee. Not able to attend: Scott Zeiker, Safety Committee; Jeremy Benavides, Community Events Committee.

1. Call to Order, Cody called to order at 6:30pm.
2. Approval of Minutes. Motion to approve by Ginny, Cody seconded. With no objections the motion passed by general consent. December 4, 2018 minutes approved. Cody will ask Bobby to post.
3. Member Comment Period
 - Ranae Wolff 179 Chickadee Cv
 - i. Would like to propose as a member of ACC that we create reference document which outlines what needs approval and what does not. Cherie and Vanessa will work together to send something short out to the community.
 - Andrey Grishin 280 Kingfisher
 - i. Question about award of dollars for temporary decoration for non government holiday and why were funds provided. HOA has an events line item and the contest was suggested by the Events Committee and approved by the Board. How is this fair for non-Christians? Point taken and there will be other events. Our finances are in good shape and we currently meet and exceed capital expenses of this association as well as the event requested. This is a question about fairness. Can provide additional input to Events Committee chair, Jeremy. Cherie Grishin added, don't see value of a contest versus getting the community together.
4. Reports and Presentations
 - a. President's Report. Events Committee held a Christmas decorating contest and the Governance Committee is to meet this next Sunday. We will be changing sign at the entrance of our community from "Meadows of Kyle" to the legal name, "Meadows at Kyle."
 - b. Vice President/Treasurer's Report. Finances are good and excess funds go into reserve account. ACC Committee has been working on a preliminary audit of the community. The Safety Committee is not yet active. Steve will push for a meeting soon.
 - c. Committee Chair Reports
 - i. Communications Committee. Finishing up MaK HOA website and will add link to CCRs to homepage for ease of finding.
 - ii. Governance Committee. First meeting is planned this Sunday.
 - iii. Architectural Control Committee. Completed informal audit for community in two rounds, permanent landscapes and then temporary. Found 159 violations. Have received only one application since taking over the community. ACC committee does not make the CCR rules but the rules need to be enforced because they impact property values. Need to understand why Goodwin Management has not managed this. The Board needs to figure out how best to handle. Must first educate the community, then send out a grace notice asking community to submit any changes for approval, then decide how to handle retroactively. Could also email community to ask they self-report. Cherie's interpretation is that satellites on the side need to be moved. The precedent supports this.
 - iv. Events Committee
 - v. Safety Committee

5. Consider and Possible Action

- a. Pool Service and Maintenance Contract (*Second Reading, vote*) After researching the three candidates online, checking BBB rating, Yelp rating, and any online presence, Ginny motioned to approve CE Menger, Steven seconded. With no objections the motion passed by general consent.
- b. Kingfisher Repair Contract (*Second Reading, vote*) Cody motioned to approve Unruh contract, Ginny seconded. With no objections the motion passed by general consent.
- c. Front Entrance Lighting Installation Contract (*Second Reading, vote*) Steven motioned, Cody seconded, passed by general consent, motion is passed.
- d. 20181204.01 - A Resolution to Amend CC&R's for the Installation and Display of Flags (*Second Reading, vote*). Needs to have directive language, to be resubmitted with changed wording: "(viii) The US Flag may be illuminated by "no more than" three (3) landscaping lights and all other permitted flags may be illuminated by no more than one (1) landscaping light. Cody motioned, Ginny seconded. With no objections the motion passed by general consent, approved with changes.
- e. 20181204.02 - A Resolution to Amend the CC&Rs to Increase the Size Limits of Outside Storage Buildings (*Second Reading, vote*). Cody move to table the resolution, Ginny seconded, no objections, motion is tabled.
- f. 20181204.03 - A Resolution to Amend the CC&Rs to Require Adjacent Neighbors Approval for Playscapes (*Second Reading, vote*). Cody motioned to table, Ginny seconded. With no objections the motion was tabled by general consent.. Discussion: not every playscape needs to be approved by neighbors, but ones that exceed certain dimensions, must have both the ACC and the neighbor's approvals. ACC is going to reword the resolution to better clarify. Action: Cody to ask for the Design Specifications document from Bobby. Proposals like this can go into it.
- g. 2018120.04 - A Resolution to Amend the CC&R's to Increase the Voting Membership of the Architectural Control Committee (*Second Reading, vote*). Ginny motioned to approve, Cody seconded. With no objections the motion passed by general consent.

6. New Business

- a. Financial Prioritize Methodology Discussion will be included in dialogue within the Governance Committee and the Board Directors.
- b. Decide expiration of Board of Director terms (Article IV, Section 4.1(c)) Ginny's term is 1 year with 21 votes, Steven's is 2 years with 28 votes, Cody's is 3 years with 34 votes.

7. Update Issues and Action Item Log

For better clarity and full transparency, included is complete Issues and Actions information, beginning next page.

OPEN Issues				
	Date	Topic	Description / Status	Date closed
1	10/24/18	Community Covenants, Conditions, and Restrictions	Dog pooh. It is everywhere on our properties. Dog owners are responsible to pick up their own dog's. Debbie Fuzziana recommended the Board consider setting up dog bag stations. Status: 10/29 Cody to follow up for quotes. 11/07 Mike Finan mentioned critical problem with dog feces. Some owners not responsible with pets and some just let their dog out, free to roam without a leash. Should send a demand letter explaining covenant. Should first send out general information with reminders in homeowners' covenant, required to maintain property value. Communication could be a flyer and he would volunteer to help hand this out. A newsletter could help communicate covenant as well as social items. 12/04 Ranae Wolff mentioned an outrageous number of dogs on the loose and reference made to continuing dog waste problem. Others agree that this continues to be a health hazard. Cody provided quotes for both dog bag stations and bag stations with receptacles, including yearly maintenance. It was discussed that owner awareness needed to be raised first. See also #23 for Cody's President's letter to be sent. Status 1/8/2019: President's Letter sent 12/28. To be revisited next meeting to decide if additional steps are required.	
2	10/24/18	Maintenance	Sidewalks are still damaged by heavy equipment. Tommy Livingstone pointed out sidewalks at the back of the pool and others pointed out ones across from the mail boxes on Dusky Thrush, Screech Owl, and Kingfisher, going to the pool. Keri Rhodes promised that D.R. Horton would fix these. Status: 10/29 Cody to follow up with Keri for completion. 12/04 Cody reported that Keri confirmed again that the sidewalk on Kingfisher belongs to the City. Ginny had sent Cody the latest pictures on Screech Owl Drive showing not yet completed. Steve recommended following up with Letter of Credit to City. Cody explained that the community is our deliverable at the election. Cody to follow up once more with Keri for Screech Owl. City needs to be contacted for Kingfisher. Status: 1/8/2019 Cody to follow up once more with Keri on Screech owl irrigation testing and resodding. Unruh Services Kingfisher sidewalk repair contract approved. Action will be closed when maintenance completed.	
3	10/24/18	Maintenance	Big trees with big leaves, down from the mailbox on Purple Martin are about to fall over and need to be cut down and removed. Status: 10/29 Ginny to follow up. 11/07 Bobby to get estimates. Status 1/8/2019: Cody to drive by to reassess since it was reported that the trees already had been propped up.	
4	10/24/18	Safety	Traffic on Purple Martin in general is too fast, Mario Garcia pointed out. The roundabout remains an issue, requiring either a stop sign for Kingfisher or yield signs on Purple Martin Streets have been turned over to City of Kyle so we need to contact the City of Kyle for any issues with streets, roundabout signage, speed, and speed bumps. All is under their control. We may be responsible to pay for some signage. Status 10/29: Steve to follow up. 12/4 Steve reported that Safety Committee Scott Zeiker tried to get Safety together, and Scott emailed committee but no responses yet. By Scott's professional experience, signs have little impact on speeding. Lighted signs with speed could be set up. Could set up speed bumps, but residents were opposed. Status 1/8/2019: Steve will push for a meeting of the Safety committee within two weeks.	
5	10/24/18	Maintenance	Josh Freeman mentioned the two trees on Purple Martin which block the view at the roundabout. Status: 10/29 Steve to follow up. 11/7 Tony Douglas mentioned that these plants are a barrier. Mike Finan mentioned seeing clearly while driving, especially the roundabout. Don't think we need to remove the trees, but instead trim the lower branches so the canopy is much higher. Bobby to get estimates. Status 1/8/2019: To be reassessed in Spring.	
6	10/24/18	Safety	Additional light requested at entrance to help address safety for neighborhood foot traffic to the Dollar General store across Windy Hill. Status 10/29: Cody to follow up with Bobby for quote. 11/07 Bobby to get estimates. Status 1/8/2019: Unruh Services lighting contract approved. Action to be closed when installed.	

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15	10/29/18	Communications	Is there a digital repository for the Board to keep draft and final community documents such as meeting minutes, CCRs, Bylaws, etc.? Who has access? Status 10/29: Cody to follow up with Bobby.
16	10/29/18	Governance	Board needs access to community email addresses. Who keeps updated going forward? Status 10/29: Cody to follow up with Bobby.
17	11/07/18	Communications	Tony Douglas brought up that Meadows at Kyle is on all the legal papers, versus Meadow of Kyle which is on the sign. Status 11/7: Bobby to get a quote to change the sign. Status 1/8/2019: To discuss quote received next meeting.
19	12/08/18	Governance	Steve pointed out timing of published budget updates. Status 12/8: Cody to reach out to Bobby for more timely updates.
20	12/08/18	Operations	Cherie Grishin mentioned a large (20 ft long) railroad tie on grass by trail near Dusky Thrush. Status 12/8: Cody will ask Bobby for a quote.

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21	12/08/18	Communications	Bill Jandt would like to have message boards in subdivision to announce meetings, etc. Good place would be just before turnaround going into the community on right. Communications Committee Vanessa conveyed to Cody they have some updates for the Meadows at Kyle website and wants to start a newsletter. No budget for this but could do it electronically. Would like a marquee. Status 12/8: Cody to ask Bobby for a bid on a marquee.	
22	12/08/18	Community Covenants, Conditions, and Restrictions	Architectural Control Committee Cherie Grishin mentioned five things outside of norm: size of storage sheds, allowance of three hens, three lights per American flag, requirement for adjacent neighbors to approve playscapes, need to change number of members to five. Until amended, three members should be selected to make votes. Look into city laws related to hens and may require 67% of community to approve. Changes made to CCRs need change control document and to prepare for formal process. Have at least 15 satellite dishes in front of houses and unapproved garden beds. Bobby can take general information on areas of violations and the inspectors will come out and send fair warning notices, asking people to submit requests. Status 1/8/2019: Preliminary review shows significant number of CCR violations not noted by Goodwin Management. Cody will engage Bobby to have Goodwin Management do a full formal review, as is their responsibility.	
23	12/08/18	Communications	Ginny Zink stated that timely communication with owners was important, recommending implementation of previous discussion points: new, informative Meadows at Kyle website, posting link to it on FB social page, and to post monthly Board minutes once approved and notify community. Status 12/8: Board agreed and that also a marquee was to be placed near the entrance, with the new website address at the bottom. In addition, Cody would write a President's State of Association letter to be sent to Residents. Done. 12/6 Bobby sent approved minutes for 11/07 Board Meeting. Status 1/08: new website is available and will add link to CCRs to homepage for ease of finding. Monthly Board minutes are now published by Goodwin Management the following month when approved and community is notified. Open still is the new marquee.	
24	12/08/18	Community Covenants, Conditions, and Restrictions	Cody to ask Vanessa to put together an informational packet on the Community Manual and CCRs. Status: 1/8/2019 Cody to send email to community to educate the community on the CCR rules and ask community to please submit applications, reference the mailer sent. Status 01/08: Vanessa and Cherie finalizing information to be sent.	
25	01/08/19	Community Covenants, Conditions, and Restrictions	Ranae proposed as a member of ACC Committee that we create reference document which outlines what needs approval and what does not.	
26	01/08/19	Community Covenants, Conditions, and Restrictions	Cody to ask Bobby for MaK Design Specifications document.	
27	01/08/19	Maintenance	A section of fence is unhinged on Bobolink Cove where water accumulates. Cody to investigate.	
28	01/08/19	Community Covenants, Conditions, and Restrictions	ACC Resolution: 20181204.01 - A Resolution to Amend CC&R's for the Installation and Display of Flags (Second Reading, vote). Needs to have directive language, to be resubmitted with changed wording: "(viii) The US Flag may be illuminated by "no more than" three (3) landscaping lights and all other permitted flags may be illuminated by no more than one (1) landscaping light. Cody motioned, Ginny seconded. With no objections the motion passed by general consent, approved with changes. Action will be closed once formally adopted into the CCRs.	

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31	01/08/19	Community Covenants, Conditions, and Restrictions	ACC Resolution: 2018120.04 - A Resolution to Amend the CC&R's to Increase the Voting Membership of the Architectural Control Committee (Second Reading, vote). Ginny motioned to approve, Cody seconded. With no objections the motion passed by general consent. Action will be closed once formally adopted into the CCRs.	

CLOSED Issues				
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Last three months of closed issues will be published in meeting minutes.				
29	01/08/19	Community Covenants, Conditions, and Restrictions	ACC Resolution: 20181204.02 - A Resolution to Amend the CC&Rs to Increase the Size Limits of Outside Storage Buildings (Second Reading, vote). Cody move to table the resolution, Ginny seconded, no objections, motion is tabled. CLOSED	01/08/19
9	10/24/18	Operations	Lighting at the pool needs to be set to come on earlier, to help prevent the break ins and other illegal activities, Josh Freeman recommended. Done. Keri added that we will have a new pool vendor for the new Board to approve. Status: 10/29 Cody to follow up with Bobby. Status 12/5: Board reviewed new quotes, compared pool maintenance plus monitoring versus lifeguard. Staying with monitor, now moving question of lifeguard to old business. Unrue bid rejected as too high. Bill recommended Prime Pools as alternative consideration. Cody to ask Bobby to contact them for a bid. Status: 1/8/2019 The Board reviewed three vendors and approved the CE Menger contract. CLOSED.	01/08/19
26	01/08/19	Maintenance	Cody to send approval for the Kingfisher Sidewalk Repair contract and the Front Entrance Lighting Installation contract, to Bobby. Done. CLOSED.	01/08/19
10	10/24/18	Safety	Trails need added lighting for safety. Status 10/29: Steve to follow up with Bobby for quote. Status 1/8/2019: No power available on the trails, cost would be prohibitive. CLOSED.	01/08/19
12	10/24/18	Community Covenants, Conditions, and Restrictions	Who does inspections? Josh Freeman suggested it be someone who lives in the community and knows people. Cherie suggested that this would pose problems for the person doing the inspection and others agreed this would cause issues. Status: 10/29 Cody to resolve. Status 1/8/2019: Goodwin Management is the official inspector. CLOSED.	01/08/19
14	10/29/18	Governance	Draft HOA Meeting minutes were to be posted to the Goodwin Management Company site, available to the community, but where? If it was not done, could it be, and where? Status: 10/29 Cody to follow up with Bobby. Status 1/8/2019: Approved meeting minutes are posted the next month. CLOSED.	01/08/09
7	10/24/18	Community Covenants, Conditions, and Restrictions	Parking at the Dusky Thrush mailbox is impeded by a truck that has not been moved in months. Status: 10/29 Ginny to follow up with Bobby for action again. 11/9 Bobby replied if the vehicle is operable meaning the tags are not expired or flat tires etc then the city will deem it parked legally. We can send notice in hopes owner responds. But if the vehicle is not registered to the owner of the home then there isn't much you guys can do since the streets belong to the city. We will look into it and see if we can get a response. Status 1/8/2019: Truck was moved by owner. CLOSED.	01/08/19

CLOSED Issues			Last three months of closed issues will be published in meeting minutes.	Date closed
25	12/08/18	Communications	Cherie and Ginny to send major talking points to Cody for his President's State of Association letter is being written to be sent to Residents. Status 12/6: Done. CLOSED.	12/06/18
11	10/24/18	Governance	Format of the HOA meetings going forward should be similar to this Annual meeting, in that it be held after working hours at a place like the library. Status: 10/29 Ginny to schedule follow on meetings. 11/08 Monthly board meetings on the first Tuesday at 6:30pm approved by Board. Buda Library has advised that the use of their meeting rooms are limited to residents of Buda. Cody recommended Cabela's and Ginny is following up. 11/19 Contract finalized with Cabela's. Cabela's prefers six month contracts. Bobby sent payment. CLOSED.	11/19/18
18	11/07/18	Community Covenants, Conditions, and Restrictions	Tony Douglas needs to know process for beginning for addition of deck. Response: Contact bobby.humphries@goodwin.com. CLOSED.	11/07/18
13	10/29/18	Community Covenants, Conditions, and Restrictions	What legally needs to be done for the transfer from DR Horton to the MaK HOA documents (CCRs, Bylaws, etc.)? What is the process for legally filing updates to appropriate MaK HOA documents? Status: 10/29 Cody to follow up with Bobby. 10:30 Bobby replied no. The declarations include and written such that the declarant will no longer be declarant and association will be under board control. These docs are written in guideline to state legislation and most things are universal and true across associations. They are written to avoid the need to have to amend and rewrite things. Basically they are written such to where it allows you to govern yourself for the most part how you see fit. Only very specific things will need an amendment or change in docs. CLOSED.	10/30/18
8	10/24/18	Utilities	City of Kyle Garbage and Sewage fee seems to be higher (\$80/month) for the last section of houses constructed and needs to be re-negotiated to the same rate as the rest of the subdivision (\$37), Cherie Grishin advised. Status 10/25: Cody spoke with Rose in the utility department. The sewage fee "WW Fixed BLDR/RES" is a same-fixed base rate that everyone in the city pays. CLOSED..	10/25/18

8. Adjourn to Executive Session
 - a. Member disciplinary hearing
 - b. Collections
9. Meeting Adjourned at 8:48pm.