

Meadows at Kyle HOA Board Meeting

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

February 5, 2019 @ 6:30pm

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

1. Call to Order, Cody called to order at 6:30pm.
2. Approval of Minutes. Motion to approve by Cody, and Steven seconded. With no objections the motion passed by general consent. January 8, 2019 minutes were approved. Cody will ask Bobby to post.
3. Member Comment Period
 - No comments today.
4. Reports and Presentations
 - a. Manager's Report. Bobby covered the Balance Sheet and the Income Statement with Budget Comparison.
 - b. President's Report. Lights at entrance have been repaired. No update yet on Kingfisher repair which was approved.
 - c. Vice President/Treasurer's Report.
 - d. Committee Chair Reports
 - i. Communications Committee. Vanessa updated the HOA website, changing the web address to reflect MAK. Info graphic is updated, to be finalized when satellite information is finalized.
 - ii. Governance Committee. Committee met and began reviewing bylaws and the community manual. ACTION: Committee members will bring comments to the next meeting on the 21st.
 - iii. Architectural Control Committee. Drove around with the MAK inspector who wrote up several citations. Inspector just needs direction on level of compliance sensitivity.
 - iv. Events Committee. Jeremy is going to put together five events that the committee wants to do each year. Cody to contact Jeremy to consider hosting a yard of the month event. The idea is that the Board and Committee leaders will bring their recommendation at the next Board meeting. Possibly assess street by street. The method is to be discussed further.
 - v. Safety Committee. Met last week for first time. Biggest issue is the roundabout and speeding, primarily on Purple Martin. Scott's shared his professional experience that there are two approaches: 1) forced to comply with something in place, such as speed bumps, which are the most effective, but not well-received. 2) the other is the electronic sign that shows the driver's speed, which do help, but primarily for those who follow the limits anyway. We can contact city to arrange, check average speed, do a traffic study. ACTION: Cody to contact streets department. Ask if existing signage for speed limit are valid. Scott recommended that speed bumps would be the most effective.
5. Consider and Possible Action
 - a. Meadows at Kyle Sign Renovation Quote (First Reading, discussion only) Discussion in the Governance Committee earlier from Tommy Livingston was the background of the building of our community. Originally referred to as Meadows at Kyle, and all legal references are to that name, but then DR Horton made a conscientious decision to differentiate the names from previous communities they had built, in keeping with the higher build grade of our community. Tommy pointed out that keeping the Meadows of Kyle public reference did not detract from the legal name and gave the example of his name. He is named Thomas but people call him Tommy. In question was whether we would pay to change the name

of the signage at the entrance. Ginny motioned to table it and Stephen seconded. The vote was two ayes, one nay, and the item was tabled by majority consent.

- b. Interpretation of Satellite Rules (First reading, discussion only) Cody proposed a clarification in Board Resolution – 20190205.05 A Resolution to Clarify the Enforcement of DCC&Rs on Antenna (satellites).
- c. ACC Design Guidelines (First reading, discussion only) Proposing establishment of a layman homeowner’s document out of the guidelines be developed by the ACC Committee. ACTION: Cherie to provide something before next meeting.
- d. Street Lighting (First reading, discussion only) Crime is around us on both sides and more light deters crime. There are quite a few dark spots. Cody to contact City about additional light installation. ACTION: Board and committee leaders are to investigate and bring forward which areas are dark as a starter list for a light study.
- e. Speed bumps (First reading, discussion only) Scott’s professional recommendation is to put in speed bumps on Purple Martin on south and north sides of the roundabout. Kingfisher entrance to the roundabout already has a yield sign.
- f. Dog problem (First reading, discussion only) More than just fecal matter, loose dogs are a problem, especially the aggressive ones. ACTION: Residents should call animal control who can talk with the owner. ACTION: Board, committee leaders, if you know who the owner is, advise Cody who can arrange for a note, and repeated, a fine.
- g. Neighborhood watch (First reading, discussion only) Right now we do not have a crime problem in our community. We do have areas close by where there is crime, however. The responsibility for safety is everyone’s responsibility, but A Neighborhood Watch group is of interest to the neighborhood and would be a reporting method. ACTION: The Board and the Committee leaders need to come to the next meeting with what would be the first functional step. Scott to provide next meeting.

6. Update Issues and Action Item Log

OPEN Issues			
	Date		
	Open	Topic	Description / Status
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. Status 2/5: Talk about it next in March.

OPEN Issues			
	Date	Topic	Description / Status
	Opened		
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. Status 2/5: Bobby to contact Keri regarding Screech Owl Dr irrigation repair following DR Horton's change to sidewalk.
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. Status 2/5: Met last week for first time. Biggest issue is the roundabout and speeding, primarily on Purple Martin. Scott's shared his professional experience that there are two approaches: 1) forced to comply with something in place, such as speed bumps, which are the most effective, but not well-received. 2) the other is the electronic sign that shows the driver's speed, which do help, but primarily for those who follow the limits anyway. We can contact city to arrange, check average speed, do a traffic study. ACTION: Cody to contact streets department. Ask if existing signage for speed limit are valid. Scott recommended that speed bumps would be the most effective.
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.

OPEN Issues			
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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. 2/5 Bobby to get a bid from Custom Sign Creation.
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. Status 2/5: waiting on passage of satellite.
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. Status 2/5: working.
27	01/08/19	Maintenance	A section of fence is unhinged on Bobolink Cove where water accumulates. Cody to investigate. Status 2/5: Cody is to investigate.
32	02/05/19	Governance	Committee met and began reviewing Bylaws and the Community Manual. Committee members will bring comments to the next meeting on 2/21.
33	02/05/19	Events	Cody to contact Jeremy to consider hosting a Yard of the Month event. The idea is that the Board and Committee leaders will bring their recommendation as to how this might work to the next Board meeting. Possibly assess street by street. The method is to be discussed further.
34	02/05/19	Safety	Safety committee met last week for first time. Biggest issue is the roundabout and speeding, primarily on Purple Martin. Scott's shared his professional experience that there are two approaches: 1) forced to comply with something in place, such as speed bumps, which are the most effective, but not well-received. 2) the other is the electronic sign that shows the driver's speed, which do help, but primarily for those who follow the limits anyway. We can contact city to arrange, check average speed, do a traffic study. Cody to contact streets department. Ask if existing signage for speed limit is valid. Scott recommended that speed bumps would be the most effective.
35	02/05/19	Community Covenants, Conditions, and Restrictions	Proposing establishment of a layman homeowner's document out of the guidelines be developed by the ACC Committee. Cherie to provide something before next meeting.
36	02/05/19	Safety	Street lighting. Crime is around us on both sides and more light deters crime. There are quite a few dark spots. Cody to contact City about additional light installation. Board and committee leaders are to investigate and bring forward which areas are dark as a starter list for a light study.

CLOSED Issues			Last three months of closed issues will be published in meeting minutes.	Date closed
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. Status 2/5: Done and CLOSED	02/05/19

CLOSED Issues			Last three months of closed issues will be published in meeting minutes.	Date closed
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. Status 2/5: Bobby confirmed that documents can be posted on the Goodwin Management repository. CLOSED.	02/05/19
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. 2/5 Bobby to follow up with admin to ensure access for 2019. Bobby to provide prior to every meeting. CLOSED.	02/05/19
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. Status 2/5: Discussion in the Governance Committee earlier from Tommy Livingston was the background of the building of our community. Originally referred to as Meadows at Kyle, and all legal references are to that name, but then DR Horton made a conscientious decision to differentiate the names from previous communities they had built, in keeping with the higher build grade of our community, a type of branding. Tommy pointed out that keeping the Meadows of Kyle public reference did not detract from the legal name and gave the example of his name. He is named Thomas but people call him Tommy. In question was whether we would pay to change the name of the signage at the entrance. Ginny motioned to table it and Stephen seconded. The vote was two ayes, one nay, and the item was tabled by majority consent. CLOSED.	02/05/19
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. Bobby to provide prior to every meeting	02/05/19
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. 2/5 Moved. CLOSED.	02/05/19
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. 2/5 Official audit done. Board will continue to handle citations as normal part of business. CLOSED.	02/05/19
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, so will keep action item #21 open. CLOSED.	02/05/19
26	01/08/19	Community Covenants, Conditions, and Restrictions	Cody to ask Bobby for MaK Design Specifications document. Status 2/5: None exists. CLOSED.	02/05/19
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. Status 2/5: CLOSED.	02/05/19

CLOSED Issues			Last three months of closed issues will be published in meeting minutes.	Date closed
30	01/08/19	Community Covenants, Conditions, and Restrictions	ACC Resolution: 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. Status 2/5: CLOSED.	02/05/19
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. Status 2/5: CLOSED.	02/05/19
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
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

7. Adjourn to Executive Session
 - a. Member disciplinary hearing
 - b. Collections
8. Meeting Adjourned at 8:43 pm.