



Meridian HOA
Board of Directors Meeting
12/4/18
6:30 PM
Baldwin Elementary
Room 402

MINUTES

Expected Attendees: Dawn Bowes, Vito DelGatto, Vince Heinz, Jason Verrette, Rob Gura
Aaron Weinkrantz – Goodwin Management
Matt Moore – Blue Quail Consulting

I. Call to Order

The Meeting was called to order at 6:30 PM with a quorum of the Board. Vince Heinz arrived at 6:32 PM and Vito DelGatto arrived at 6:37 PM.

II. Review and Approve Minutes from October Board Meeting

Rob Gura made a motion to approve the minutes from the October Board Meeting, seconded by Jason Verette. Motion passed unanimously.

III. Resident Forum

A. Attending Residents to Address the Board

Nan Higgins addressed the Board and requested that additional doggie stations be added at the Mailbox Kiosk on Cherisse and Espina and the Mailbox Kiosk on Cherisse by the Water Quality Pond. The Board discussed the need for the additional doggie stations and Dawn Bowes made a motion to have additional doggie stations installed in this area, the motion was seconded by Jason Verette. The motion passed unanimously.

No other residents addressed the Board directly.

B. Concerns received via email

The Board reviewed the email sent by Paul Muehr regarding setting standards for utility box screening and maintenance, including the Association taking over the replanting and maintenance of these boxes. The Board discussed the requests and feels that this program could be a logistical nightmare, create some private property issues, but could be looked into by the ACC formatting some required plant lists for these boxes from the Grow Green List and establishing some planting standards. The Board then tabled the discussion, as the list and standards would tie into any future screening planting done by the Association on utility boxes on Association owned property and along Meridian Park



Blvd. The Board directed Aaron Weinkrantz to respond back to the owner with a summary of the discussion.

C. Concerns received directly to Board Members

Speeding on Cherisse and Espina was discussed and the Board is waiting on the assessment from the City traffic engineer, which is not due until after the new year before moving forward and addressing any speeding issues, although all residents are urged to report speeding issues to Austin Police Department so more patrols can occur during the hours when the issues are occurring.

The home being used as a VBRO on Jaborandi was discussed. Jason Verette will get Aaron Weinkrantz the address of the home so a violation letter can be sent to the owner and the Association can start enforcement proceedings against the home.

IV. Financial Review/Discussion

A. Finalize and approve 2019 Budget

The Board reviewed the final draft of the budget prepared by Rob Gura, after minor discussion, Vince Heinze made a motion to approve the budget, seconded by Dawn Bowes, motion passed unanimously.

B. Financial Review of current Financials

Rob Gura provided an overview of the current financials of the Association.

V. Committee Updates/Charters

A. ACC

A written report was included in the Board Packet.

B. Pool and Landscape Committee

No report was given. The Board discussed the inactivity of this Committee and decided that it should be split into two Committees. Dawn Bowes will take over as the Pool Committee liaison to get the Committee up and running and Vito DelGatto will stay involved as a Committee member.

Vito DelGatto will stay as the Board Liaison to the Landscape Committee and will be responsible for getting this Committee up and running.

C. Social Committee

Jason Verette gave a verbal report of the current Committee actions and activities.

D. Lakes/Trails Committee



Vince Heinz gave a verbal report of the current Committee actions. The Committee will have to talk to the City of Austin regarding the possible alignment of the access trail to Bear Lake to Critical Environmental Feature Setbacks.

The Committee has also identified the single-track trails that will be mapped and sent out to the Committee. A signage plan is currently being developed.

The Board discussed a comprehensive signage criterion for the community as there is not currently a standard set of colors, fonts or sign sizes for the overall development. As the Lakes and Trails Committee is already working on some signage, this Committee has been tasked to come up with draft criteria and bring it to the Board for review and approval.

E. Communications and Welcome Committee

Dawn Bowes gave a verbal report of the current Committee actions. The new website design is moving along with a final draft due after the new year. Vince Heniz requested that the Board be able to review the draft before the site goes live.

F. Neighborhood Watch

No report was given. Rob Gura stated there has been no action on this Committee.

VI. Old Business

A. Review Bids for formal Reserve Study, Act to approve a Bid

The Board reviewed the three bids received for a formal Association Reserve Study. After discussion, Vince Heinz, seconded by Rob Gura made a motion to approve the bid from Reserve Advisors. The Motion passed unanimously.

B. Formally Approve bids for new locksets on storage buildings and well pumphouse

The Board discussed the proposal to replace the locksets on the pavilion storage rooms and rekey the lockset on the Bear Lake Well Pumphouse. Vito DelGatto, seconded by Jason Verette, made a motion to approve the proposal by Cothrans Locksmith. The Motion Passed unanimously.

C. Review New Application and Procedures for Meridian Pavilion Reservations

The Board Discussed this item and decided to table the discussion until the spring in order to see a if a reservation system could be incorporated into the new website.

D. Review Ongoing Board Task List



Matt Moore informed the Board that the high priority items on the initial Board Task list had either been addressed or are in progress of being addressed, so the task list is no longer needed.

- E. Review Maintenance and Capital Projects List Projects List
 - Review Matrix created by Property Manager

The Board reviewed the Matrix created by the property manager. Some items will be shifted to Committee responsibility, but most items will stay on the list so that the management company can start getting pricing.

- Discuss Authorization for Management Company to move forward on Maintenance Projects

The Board discussed the different contractors under the Project Matrix and set the following budgets for each criteria. The Management Company has the right to award bids for the work under these budget limits. The budget limits were set at:

Landscaping Company = \$10,000
Power Washing = \$7,500
Painting = \$10,000
Handyman/General Repairs = \$4,000

For the lighting and camera proposals, the Management Company should create a scope of work and talk to a contractor to get a general price scope for the Board to discuss before moving forward.

VII. New Business

- A. Review, Discuss and Execute Management Contract Addendum from Goodwin Management

The Board discussed the updated contract with Goodwin Management to bring it to current terms with no price increase. Vito DelGatto, seconded by Jason Verette, made a motion to execute the contract. The motion passed unanimously.

- B. Other New Business to come before the Board

The Board discussed the following additional topics:

- Due to lack of response by Board Members to email discussions and items that need Board decision between Board Meetings, future emails will have a timeline to approve or deny. This timeline will be appropriate to the issue being discussed or needing a Board Decision. Inactions by Board Members will be deemed as agreement to an issue or decision.
- The Board discussed spending up to \$900 for small holiday gifts for specific Association volunteers and vendors. After discussion, Vince Heinz made a



motion, seconded by Jason Verette, to approve the expenditures. The motion passed 3-2, with Vito DelGatto and Rob Gura voting against the motion.

VIII. Executive Session

The Board went into Executive session at 8:02 PM to discuss the following:

- A. Delinquencies
- B. Legal Matters

The Board adjourned Executive Session at 8:06 PM.

IX. Actions from Executive Session

No formal action was taken from Executive Session.

X. Review Future Board Meeting Dates

The future Board Meetings are currently set as:

- February 5, 2019
- April 2, 2019
- June 4, 2019
- August 6, 2019
- October 1, 2019
- December 3, 2019

XI. Adjourn

Vito DelGatto, seconded by Rob Gura, made a motion to adjourn the meeting at 8:08 PM. The Motion passed.