



Meridian HOA
Board of Directors Meeting
2/5/19
6:30 PM
Baldwin Elementary
Library

MINUTES

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.

II. Review and Approve Minutes from December Board Meeting

The Board reviewed the minutes from the December Board Meeting. Jason Verette made a motion to approve the minutes, seconded by Vince Heinz. The motion passed unanimously.

III. Resident Forum

The Resident Forum was opened at 6:34 PM

A. Attending Residents to Address the Board

Mary Griffith at 12400 Pratulina addressed the Board regarding future widening and improvements along 1826 with the possibility of modifying the Dalea intersection with 1826 into a true T intersection with the ability to turn left on to 1826 from Dalea and left on to Dalea from 1826. She also brought up the possibility of a sound reducing wall being installed along 1826 to help reduce the traffic noise from 1826 along 1826. The Board said they would look into the 1826 project and see what the schedule for widening the road will be. They said they would work with the County and TXDOT regarding the redesign of the Dalea intersection with the road improvements, as well as look into the possibility of a sound reducing wall along Pratulina.

Steve Gray at 12720 Meridian Park Blvd brought up a concern to the Board regarding enforcement and violation letters, specifically regarding language in violation letters that can lead to legal proceedings. The Board and Aaron Weinkrantz explained the violation process, the language required in violation letters by State Property Code, Chapter 209, inspection frequency and ways residents can cure violations.



Frank Lemonie at 11094 Cherisse inquired if the front yard fencing and gate at 7917 Orisha. The Board explained the fencing was approved as part of the new home submittal by the Developer ACC and thus was deemed approved.

Jennifer Ferrante of 12324 Aralia Ridge brought up if the future trails in Meridian could be connected to the planned trails in Avana which are rumored to be tied into the future Violet Crown Trail being planned into Hays County. The Board tasked the Parks and Trails Committee to look into this possibly.

Nan Higgins of 11920 Cherisse asked the Board if a program could be put into place to memorialize Meridian Residents who have passed away, specifically in light of the Meridian resident who passed suddenly in December. The Board felt that some program could be created, possibly memorial benches along the trails and tasked the Parks and Trails Committee to see if a program could be created.

B. Concerns received via email

The Board addressed the following concerns received via email:

Jeetendrashingh Dungar at 11004 Cherisse brought up the lack of and maintenance of the existing lighting at the mailbox kiosks. The Board tabled this discussion until later in the meeting, as there was a pending bid for approval to replace the fixtures.

Brady Adams at 12412 Pratolina had inquired about a noise reducing wall along 1826, as the traffic along 1826 is continuing to increase. The Board will investigate this with Mary Griffith's request and investigation into the road improvements on 1826.

C. Concerns received directly to Board Members

Dawn Bowes received a concern regarding residents that live on the native areas adding improvements in these areas, cutting brush and removing trees. The Board discussed that this was not only an education process about what can be done in the native areas, but also an enforcement issue, as this property is owned by the Association and not the individual owners. No work should be done in these areas unless approved by the Association or overseen by the Association.

The Resident Forum was closed at 6:53 PM

IV. Financial Review/Discussion

A. Financial Review of current Financials

Rob Gura provided a brief overview of the end of year 2018 Financials to the Board.

B. Discuss a having a possible audit done of the 2018 Financials.



The Board discussed having an independent audit performed for the 2018 financials. Aaron Weinkrantz was instructed to get a few bids for this service and provide to the Board via email for approval and to have an audit performed.

V. Committee Updates/Charters

A. ACC

Matt Moore provided an oral report to the Board. There has been a hiccup in the ACC management software where all Committee Members were not able to review before and approval was sent out, but that has been rectified. The Committee has not been very busy the past two months, but that is expected to change with spring coming on. Only one new construction home was approved since the last meeting.

B. Pool and Landscape Committee

Vito DelGatto expressed that this Committee should be two different Committees, the Board agreed to split them into two separate Committees.

Nan Higgins, chairperson for the Landscape Committee, brought up potential landscape lighting additions to the pool and pavilion area would be formally discussed later in the meeting under a separate agenda item.

Dawn Bowes, tasked at the last board meeting with recruiting and organizing a pool committee, as well as obtaining bids for urgent repairs needed at the amenity center, pool house, and pool area before pool season, provided an update to the Board

Dawn Bowes discussed with the Board the possible renovations and upgrades to the pool that will be discussed later in the meeting as an agenda item, including the upgrade of the beach entry area by adding children's water toys, a shade structure over the beach entry, full pool renovations to the plaster and pool deck and associated repairs.

Several residents in attendance at the Board Meeting offered to serve on the Pool Committee and assist with the renovation and improvement project. Dawn Bowes took their names to add to the list of potential volunteers.

C. Social Committee

Jennifer Ferrante gave an oral report to the Board regarding the actions of the Social Committee. The events calendar for the year has been set, and budgets for each event using the approved budget for the year have been allocated. The Committee will be holding multiple events this year, including expanding several of the existing events with the increased budget. She did express some of the vendor pricing has increased, but the expanded budget helped cover the cost increases.



D. Lakes/Trails Committee

Vince Heinz gave an update to the Board on the discussions with the City on attempting to place trails and improvements in and areas with Critical Environmental Features. His contact with the Environmental Department has retired, so he is going to have to start with the Development Assistance Center and work his way through the process to get the basic answers needed before planning can continue.

Dave Christie gave a supplemental report on the rest of the Committee actions. The native trail map is being finalized and should be ready soon. It will be included on the new website being launched by the Communications and Welcome Committee. The Committee will be meeting in late February and will be working on other tasked items such as trail cleanup/establishment events, signage and other tasked items.

E. Communications and Welcome Committee

Dawn Bowes provided an oral report to the Board. The new website is 95% complete and will be ready for testing soon and able to go live in the next few months. The next task for the Committee will be to generate a newsletter, which will occur once the website goes live.

F. Neighborhood Watch

Rob Gura stated this Committee is not active at this point due to lack of involvement by residents. The Board discussed if this Committee is necessary, as many of the crime notifications and safety education is not distributed via other social media resources such as Nextdoor and Facebook.

VI. Old Business

A. Update on Progress of Reserve Study approved at December Meeting.

Aaron Weinkrantz provided an update to the Board that Reserve Advisors has started working on the Reserve Analysis, has been on site and has met with representatives of the Management Team. A draft study should be forthcoming in the next few months.

B. Update on Maintenance Items and Budgets Approved at Last Board Meeting:

A summary was provided to the Board on the status of the budgets approved at the last Board meeting for the following items:

- Landscape/Landscape Lighting

A \$10,000 budget was approved. Currently \$9,464.11 has been approved with for the following bids:



- Repair of existing landscape lighting in entry median along Meridian Park Blvd.
- Addition of additional fall zone material at the playscape.
- Refresh and Addition of crushed granite in area from the picnic pavilion to the area in front of the playscape.
- Redo drainage area in dry creek bed at Amenity Center along Meridian Park Blvd.
- Add crushed granite along existing trail from Espina Drive to Wisteria Valley Blvd to create better access for schoolchildren taking this route to Baldwin Elementary.
- Re-mortar loose rocks at entry retaining walls at the Amenity Center.

The Board then discussed two arborist bids to include trimming of native trees along Meridian Park Blvd, at the Wisteria Valley and Meridian Park Blvd, at the Dalea Entrance, and the Amenity Center, including a cleanout of the native area at the Amenity Center. Due to the discrepancy in the received bids, the Board directed Aaron Weinkrantz to reach out to the bidders to clarify the bid specifications and make sure the numbers are accurate. Once that is done, and revised numbers are received, Aaron Weinkrantz will share updated bids with the Board via email for discussion and approval.

The Board then reviewed a bid from Elite Lighting for \$2,780.20 to replace all the solar light fixtures at the mailbox kiosks. After discussion, Jason Verette, seconded by Vince Heinz made a motion to approve the bid. The Motion passed unanimously.

- Power Washing/Painting/Parking Lot Re-Striping

A \$17,500 budget was approved. Currently \$10,004.67 in bids have been approved with the following bids:

- Powerwash all hardscape, buildings, signage and furniture at the Amenity Center.
- Paint all Buildings and fence at the amenity center.
- Powerwash and paint the 5 mailbox kiosks.
- Powerwash, restripe and repaint fire lanes at the Amenity Center Parking Lot.

The Board discussed that these approved bids would take care of the powerwashing and painting needs for this year.

The Board directed Aaron Weinkrantz to talk to the parking lot company to see if they could also perform crack sealing on the asphalt cracks prior to the restriping. If this fits within the previously approved budget, he is authorized to approve the additional work.

- General Contractor Repairs



The Board discussed the bids coming in for the necessary repairs at the amenity center. Dawn Bowes explained that as she was walking the amenity center with the contractors, she realized the extent of the repairs necessary will exceed the original \$4,000 budget approved by the Board in December. The additional work includes plumbing, replacement of doors, concrete repair and other items not in the initial scope of work. Dawn Bowes and the Pool Committee are going to re-scope the bid specifications and have the work re-bid, but requested an increase in the approved budget. After discussion, the Board agreed to raise the budget amount to \$20,000, which includes a new water fountain and to build a raised area around the new BBQ grill. A motion was made to increase the budget to \$20,000 and add those items into the scope of work by Dawn Bowes, seconded by Vince Heinz. The Motion passed unanimously.

The Board discussed the cost difference between the existing phone line servicing the 911 Phone provided by ATT and the bid to change the 911 Phone to the Kings III service. Vito DelGatto made a motion, 2nd by Rog Gura to get rid of the phone line and transition to a Kings III 911 service phone.

C. Discussion of Pool Renovations, Shade Structure, Entry/Kidde Area Revamp

- Discussion Received Bid/Possible Budget Items

The Board discussed the bids received and submitted by the Pool Committee for the pool upgrades, renovations, shade structure and site lighting.

After lengthy discussion on the pool renovations, improvements and shade structure regarding cost, benefits and timing, the Board tabled any improvements or renovations to the pool, mainly due to concerns on timing to have the work completed and the pool open for the 2019 pool season. The Board did direct the Pool Committee to review the proposal, possibly make changes to the scope of work on the improvements and shade structures and report back to the Board with updated bids by May 1, 2019.

The Board took the proposals for lighting improvements separately and Nan Higgins requested the Board approve \$27,870.00 in lighting improvements to the Amenity Center to include:

- Retrofitting the parking lot lighting to LED Lighting.
- Downlighting to light up the walkways and sidewalks within the Amenity Center.
- Lighting on the playscape
- Landscape lighting in the existing beds and on the sun logo at the corner of Espina and Meridian Park Blvd.
- Redo the Pavilion Lighting.

Vince Heinz, seconded by Rob Gura, made a motion to approve these lighting bids not to exceed \$28,870.00.



The Board also instructed the Pool Committee to look into and possibly get a price to add a commercial style fan to the Picnic Pavilion.

The Board discussed the needed replacement pool furniture, Dawn Bowes presented a cost to add additional furniture and replacement furniture and trashcans to match the Adirondacks currently at the pool. This bid includes:

- 10 Commercial Grade Trash Cans to replace the existing trash cans.
- 5 Adirondack Chairs.
- 10 Adirondack Lounge Chairs
- 15 Side Tables

The cost of this furniture is approximately \$12,100.00. Rob Gura made a motion, seconded by Jason Verette, to approve the purchase and delivery of this furniture, not to exceed \$12,100.00. The motion passed unanimously. Aaron Weinkrantz was directed to work with the Pool Committee on timing for ordering and delivery of the furniture before the pool opens for the season.

The Board also directed the Pool Committee to look into installing shade cloth on top of the existing shade arbors to assist in providing more shaded areas in the 2019 pool season.

D. Discussion of defining budgets for Capital Improvements for 2019

The Board discussed that Capital Improvement Budgets were set with the approved 2019 budget. Projects should be determined if they are a Capital Project or a Reserve Project prior to being coded for payment and at the time they are approved.

E. Any other Old Business to come before the Board

No other old business came before the Board.

VII. New Business

A. Discussion of setting 2019 Annual Meeting and Board Positions to come open for election.

The Board discussed setting the Annual Meeting in May. Aaron Weinkrantz was directed to see if the School Cafeteria was available on May 14th. If it is, the Annual Meeting will be set at that time.

The Board discussed the language in the Bylaws under Article 4, Section 4.1 regarding Board Member Terms. The language is ambiguous, thus the Board directed Aaron Weinkrantz to get a legal opinion from the Association's Attorney regarding Board Terms and if this language should be updated. If it could be updated, what is the procedure to update the language.



Matt Moore asked the Board Members is any of them were planning on not continuing. Rob Gura represented he would like to step down off the Board.

B. Discussion of Pool Monitors or Lifeguards at the pool for 2019 Pool Season

The Board briefly discussed the cost and benefit of hiring Lifeguards or Pool Monitors at the pool for the 2019 Season. After discussion the Board decided to let the Pool Committee do the research and report back to the Board with a recommendation.

C. Discussion of hiring a Landscape Design Firm to create updated and renovated landscape plans for the common areas

The Board discussed two options for landscape renovations, hiring a landscape design firm to create comprehensive landscape plans to be sent out to bid or use a design build firm to design and install under a single contract per area.

The Landscape Committee presented a proposal from Coleman and Associates, who were the original landscape designers for Meridian, and a proposal from Native Land Design for a design build renovation for the front entry bed.

After discussion, the Board discussed approving the bid from Native Land Design for \$4,729.26 to redo the front entry beds at Meridian Park Blvd and SH 45 versus having full renovation plans done and bidding them as individual projects. This approach would push out any actual renovations until the fall. The Board also discussed setting budgets for the Amenity Center and the beds at the intersections of Wisteria Valley and Meridian Park Blvd. After discussions the Board decided to set budgets for the following:

- Entry Islands along Meridian Park Blvd - \$5,000
- Amenity Center - \$30,000
- Wisteria Valley Intersection Beds - \$15,000

Dawn Bowes made a motion to approve the Native Land Design Bid plus set the budgets for future landscape improvements. After supplemental discussion the motion was seconded by Jason Verette and passed unanimously.

D. Other New Business to come before the Board

The Board discussed an option to increase the porter service contract during the pool season to 6 days a week in order to alleviate some of the issues with the pool area cleanliness. After discussion, Vito DelGatto made a motion, seconded by Rob Gura to increase the porter service to 6 days a week in pool season. The motion passed unanimously.

VIII. Executive Session

The Board went into executive session at 9:00 PM.



Resident Tony Newhman of 12021 Cherisse was invited to discuss his violation issues with the Board.

- A. Delinquencies
- B. Legal Matters

The Board adjourned the executive session at 9:05 PM.

IX. Actions from Executive Session

No actions were taken from executive session, but Aaron Weinkrantz was instructed to have his inspector not send violation letters for fences with unfinished sides facing the street unless it is a newly installed fence not approved by the ACC or installed with the unfinished side facing the street.

X. Review Future Board Meeting Dates

The future Board Meetings are currently set as:

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

XI. Adjourn

Vito DelGatto made a motion to adjourn the meeting, seconded by Rob Gura. The motion passed unanimously. The meeting was adjourned at 9:06 PM.