



Meridian HOA
Board of Directors Meeting
6/4/19
6:30 PM
Baldwin Elementary
Library

MINTUES

Attendees: Kyle Cowand, Kristie Bryant, Tiffany Johnson, Vince Heinz (at 6:40 PM), Jason Verette
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 May Board Meeting

Jason Verette made a motion to approve the minutes with the correction in the spelling of Kristie Bryant's name on the last page. The Motion was seconded by Kristie Bryant. Motion passed unanimously.

III. Resident Forum

A. Attending Residents to Address the Board

Marcus Milland of 12112 Bryony addressed the Board regarding traffic concerns in the neighborhood and the status and timing of the pool installation at 8533 Alophia. The Board discussed the intent to create an active Safety and Transportation Committee to help create a line of communication with the City and County regarding traffic issues in and around Meridian. Matt Moore said the ACC would look into the pool at 8533 Alophia.

B. Concerns received via email

No concerns received via email were discussed.

C. Concerns received directly to Board Members.

The following issues were addressed directly with individual Board Members:

The internal pool lighting is not in sync with the rest of the pool sight lighting. Aaron Weinkrantz will have the pool company look at the internal pool light timers and adjust accordingly.



The Board discussed making sure the Social Committee coordinated with the Management Company to make sure the porter service did a heavy stock of the bathrooms both before and after community events.

IV. New Business

A. Election/Appointment of Board Officers

The Board discussed the Officer Positions for 2019-2020 and make the following decisions:

- Jason Verette – President
- Kyle Cowand – Vice President
- Kristie Bryant – Secretary
- Tiffany Johnson – Treasurer
- Vince Heinz – Member at Large

A motion to approve these officer appointments was made by Jason Verette, seconded by Kyle Cowand and passed unanimously.

B. Discussion and Setting of Board Terms per updated Bylaws

The Board determined the following term limits as defined in the updated Bylaws:

- 1-Year Term expiring in 2020 – Jason Verette and Vince Heinz
- 2-Year Term expiring in 2021 – Kyle Cowand, Kristie Bryant, and Tiffany Johnson

After the 2020 Annual Meeting election, all directors will serve 2-year terms, with 2 directors being elected in the even years and 3 directors being elected in the odd years.

Kyle Cowand made a motion, seconded by Kristie Bryant, to approve the proposed term limits. The motion passed unanimously.

C. Appointment of Committee Liaisons for Board Committees

The Board discussed Committee Liaisons to each Committee and made the following decisions:

- Social Committee – Tiffany Johnson
- Pool/Amenity Center Committee – Jason Verette
- Lakes and Trails Committee – Vince Heinz
- Landscape Committee – Kristie Bryant
- Communications and Welcome Committee – Kyle Cowand
- Traffic and Safety Committee – Kyle Cowand

Jason Verette made a motion to accept these Committee Liaison assignments, seconded by Kyle Cowand. The motion passed unanimously.

D. Discussion of Additional Committees to be created.



The Board discussed if any Committees needed to be created. They decided to transition the Safety Committee to a dual use Committee that would focus on Traffic, Safety, Transportation and Development Issues.

E. Discussion and possible action on Contract with Blue Quail Consulting

Matt Moore gave the Board an overview of the services he provides the Association through Blue Quail Consulting, along with the structure of the contract, the 30-day cancellation, his average costs and billing structure. After discussion and questions, the Board decided to take no current action on the contract.

F. Any other New Business to come before the Board.

No other business came before the Board.

V. Financial Review/Discussion

A. Financial Review of current Financials

The Board reviewed the financials through the end of April.

Aaron Weinkrantz explained the process of how financials are posted on the Goodwin Board Portal and all new Board Members will get a login and instruction on how to access the portal.

The Board discussed how invoices were approved and paid through Goodwin Management.

Association Contracts were discussed, and Aaron Weinkrantz let the Board know that copies of all Association contracts were on the Board portal.

The Board discussed the contract for the maintenance of the water quality ponds, what this contract covered, how the pumps were maintained, how much was actually needed in reserves for pump replacement and maintenance. The Board agreed to look further into this contract and possibly vet the current contractor or bid the contract.

B. Update on 2018 Audit

Aaron Weinkrantz gave an update on the Audit that was underway of the 2018 Association Financials.

C. Update on Draft Reserve Study

The Board discussed the draft Reserve Study and the steps being taken by Aaron Weinkrantz and Matt Moore to have the study updated and finalized. Matt Moore gave an overview of the draft Study, including the recommended reserve account balances.



Aaron Weinkrantz represented that a copy of the draft Reserve Study would be placed on the Board Portal for the Board to review.

The Board discussed the philosophy of how reserves are funded, reserve balances, how property insurance comes into play, and assessment levels. The Board agreed to keep assessing the reserve balances and philosophies on reserve funding as they assess the financials.

The Board discussed assessing the existing screening walls located along SH45 and Meridian Park Blvd, especially the portion of the wall that is leaning at Espina and Meridian Park Blvd. After assessment, these walls may need repairs, which would be a reserve project. Matt Moore and Aaron Weinkrantz will handle the assessment.

VI. Committee Updates/Charters

A. ACC

Matt Moore presented a written summary of the ACC activity from April to June. The Committee reviewed and approved 12 submittals and denied 2 submittals.

B. Pool Committee

Angela Newman, current chair of the Pool Committee, brought the Board up to speed on the work done by the Committee at this point on proposed renovations and upgrades to the pool complex. At the last Board Meeting, the Pool Committee was tasked to come up with proposals for the following work:

- Replaster/Resurface Pool (Reserve Project)
- Repair and Resurface Pool Deck (Reserve Project)
- Add water bubblers to the pool to help keep the pool cooler.
- Add shade structures.
- Look at adding some sort of lap lane designations into the lap area of the pool to better define the lanes.
- Add site benches outside the pool area.
- Move the fence by the main entry and the bathhouse so this area is outside the pool area and can be used during Association functions.

The Board would like to see a formal report from the Pool Committee at the next Board meeting to discuss approval of projects and bids. Angela Newman said she would provide the base information to the Board and have a formal recommendation from the Committee at the next Board Meeting.

C. Landscape Committee

Aaron Weinkrantz gave a brief report off the current status and actions of the Committee and the landscape renovations along Meridian Park Blvd.



The Board discussed the current maintenance contract with Freshscapes, that the scope of the contract should be updated, and the new scope sent out for bidding this year.

The Board discussed the lack of landscape maintenance at Baldwin Elementary during the summer season and how to work with AISD on getting the campus better maintained in the summer months.

D. Social Committee

Nalini Kumar gave a brief update on the current Social Committee Activities and requested the Association furnish the Committee with 2 Pool Fobs for use during events. The Board directed Aaron Weinkrantz to furnish the fobs to the Committee.

The Board then discussed the coffee/food trailer that was left over from a previous event and was still operating in the parking lot of the Amenity Center. After discussion, the Board saw no short-term issue with having a trailer offering coffee and snacks during the pool season, but wanted to make sure that the agreement was formalized with the following steps:

- An agreement between the Coffee Trailer and the Association for use of the property.
- A definition of what power was being used and who would pay for the power.
- Confirmation that the Trailer carried comprehensive liability insurance and would name the Association as an additional insured.
- The banner signage on the Amenity Center Fence would be removed and if the trailer wanted to have signage, it could but a sandwich board on the corner during its operating hours.
- The Coffee Trailer should provide trash cans, police the area for trash and make use of the dumpster to get rid of any accumulated trash.

The Board also discussed if the current trailer location was the best location in the parking lot.

Matt Moore cautioned the Board that allowing a commercial entity to operate out of the Amenity Center could have property tax repercussions, as the Appraisal District could re-classify the Amenity Center Tract from Neighborhood Use to Commercial Use and re-assess its value, thus increasing the property tax burden for the Association.

After lengthy discussion, the Board decided to let the trailer stay till the next Board Meeting and take the issue up again for more formal discussions and decisions. The Board also discussed looking into getting a price to add a electrical outlet that the trailer or other future trailers at social events could plug into versus using generators for power.

E. Lakes/Trails Committee



Dave Kristie gave a quick update to the Board on the status of signage, the negotiations with the City, unapproved Trail Construction and the other activities of the Committee.

F. Communications and Welcome Committee

Nalini Kumar gave an update to the Board regarding the website and other actions of the Communications Committee. Kyle Cowand agreed to work with Nalini on getting an email blast out to the Community from the new Board.

G. Neighborhood Watch

As this Committee is being re-branded and re-tasked to deal more with Traffic issues and Safety Issues, Kyle Cowand will take the lead with getting a Committee together. An issue of discussion at the Annual Meeting was the intersection at SH 45 and 1826 and possibly adding an acceleration and deceleration lane at Meridian Park Blvd. Mr. Cowand will work on getting in touch with TXDOT Representatives to see if an initial meeting can be set to discuss the issues.

The Board also discussed the expansion of 1826 by CAMPO and Travis County. This project will affect the residents along the western portion of Meridian, specifically along Praolna and portions of Cherisse. The Board discussed if the County/State would pay for a sound wall, or if this wall, if needed, would fall under the Association's responsibility. A brief discussion was had regarding if it was an Association cost, how would it be funded, either by general funds, or by a special assessment to either the whole community or the lots that would benefit from the wall.

VII. Old Business

A. Update on ongoing approved projects or budgeted projects

- Landscape/Landscape Lighting
- Power Washing
- Painting
- Parking Lot Repairs and Re-Striping
- General Contractor Repairs

Aaron Weinkrantz provided an update on the ongoing or completed projects. Most of the work is completed and the General Contractor repairs and painting is in progress. These projects will be walked before final payment is issued to the contractors.

B. Discussion or Action of any bids for repairs or upgrades on Pool at Amenity Center

This item was tabled until the next Board Meeting.

C. Any other Old Business to come before the Board

No other items came before the Board.



VIII. Executive Session

The Board entered executive session at 8:28 PM

- A. Delinquencies
- B. Legal Matters

The Board came out of executive session at 8:49 PM.

IX. Actions from Executive Session

Jason Verette made the following motion, seconded by Kyle Cowand:

In reference to the requested payment plan on Account #5359, the Board agreed to the following:

The Board will allow 50% Reduction on all late fees currently showing on the account and a payment plan to pay off the delinquent balance of the account with the following stipulations:

1. All regular quarterly assessments of \$150.00 per quarter going forward from the agreement are not considered part of the payment plan must be paid over and above the payment plan as they come due and cannot be late.
2. No additional late fees will be added to the delinquent balance during the payment plan period as long as the owner adheres to the payment plan.
3. Payment plan for the past due balance to be set up in accordance with the proposed payment schedule.
 - a. All payments on the payment plan are due on the 5th of each month.
4. Any missed or late payment on regular assessments or the payment plan will violate the agreement and entire balance including any forgiven late fees will become immediately due.
5. If payment plan is violated, the Association will calculate a 1.5% per month late fee on balance due going back to date of agreement and add that to balance due.
6. If payment plan is violated, Association will move forward with further collection efforts as allowed by the Governing Documents and law, including, but not limited to, liens and foreclosure.

The Motion passed unanimously.

X. Review Future Board Meeting Dates

The Board discussed the proposed scheduled Board Meetings for August 6th, October 1st and December 3rd and decided to hold a special Board Meeting on July 9th, primarily to discuss the pool renovation bids and the coffee trailer. Aaron Weinkrantz will secure a location for the meeting.

XI. Adjourn

Kristie Bryant, seconded by Kyle Cowand, made a motion to adjourn at 8:57 PM. Motion passed unanimously.