

September 24, 2019, 6:30 PM
Bella Mar Conference Center
Austin, TX 78732

Board Members in Attendance:	Dick Clark – President	Linda Messer – Director
	Annie Mendrala – Director	Matt Lipinski – Director
	Dr. Larry Cohen – Treasurer	Mandy Teodecki – Secretary
	Kaci Maglich – Goodwin	

Meeting Called to Order at 6:30 pm and quorum established.

A. Approval of Minutes from August meeting. *Motion made by Linda to approve and seconded by Matt. All in favor*

B. Homeowner questions:

- a. Questions re: grass types allowed. Clarified that it is specified in the SRMA guidelines.
- b. Homeowner concerns re: receivable and payables online. Not able to see an accrual accounting balance sheet. Goodwin is a cash accounting system. Board to discuss options with Goodwin management.
- c. Question about a reserve fund and the amount in it. Would like it to be on the balance sheet. Reserve accounts will be included on the balance sheet after the transfer to the new accounts.

C. Manager Report – by Kaci

a. Vendors:

- a. Viper Solutions hired for the Gate System - They are a call service, charging an hourly fee.
- b. Austin Pool and Spa - Fountain
- c. Allied – Guards
- d. Urban Dirt – Landscapers
- e. Hello Personal Concierge Service – Janitorial
- f. GTM – Electrical

b. Financials

Cash	
Checking – Western Alliance	\$ 54,192.71
MMA – Western Alliance	\$1,177,923.08
Petty Cash – Western Alliance	\$ 1,000.00
Total Cash Assets	\$1,233,115.79
 Income Statement	 \$ 580,215.38
Operating Expenses	\$ 375,015.51
2019 Budget Comparison	\$ 205,199.87

- a. Board requesting to receive from Goodwin a visible balance sheet, stating payables, receivables for homeowners to see online.
- b. Investments - Board is looking to invest \$600k in short term investments:
 - a. *MOTION made by Larry and seconded by Linda to put \$240k in Alliance in a 12mo CD, \$240k in Mutual of Omaha in a 12mo CD, and \$120k in First United in a money market fund to be watched. All in favor.*
 - b. Start paperwork with Bank of Ozarks
- c. Delinquencies: are down this month from \$40k to \$18k

Delinquencies/Collections – includes Fees	\$	18,658.42
Currently Due	\$	615.00
30-59 Days Past Due	\$	3,031.50
60-89 Days Past Due	\$	10,445.67
90 Days Past Due	\$	4,566.25

- d. Restriction Enforcement - Two Drives per Month
 New Driver Started in September – Recommend Drive with Board Member
 SmartWeb Violations – Rolling Out in the Next Few Months
 Total Property Violations for September: 32
 Violations of at least 3 or more by property address: 0
 Issues
 - Trash Cans – 13
 - Landscaping – 8
 - Unsightly Conditions - 4

D. Board Actions

- a. Fire Hydrant Hit - Hydrants belong to water district, and therefore need to be inspected
- b. Power Washing - Need to compare bids and assure same scope is applied per bid. Deferred item until next year.
- c. Fountain - Board determined that light in fountain is low priority
- d. Gate sensor on visitor side needs safety loop \$914 to fix
- e. Gate LEDs have been completed, without authorization for \$500
- f. License plate readers - Quotes needed for both lanes.
- g. Camera inside the gatehouse needed for safety/liability for \$220.
Motion made for camera inside the gatehouse, by Matt, seconded by Linda. All in favor.
- h. Board denied request by pool company for a “no swimming” sign.
Motion made to deny sign made by Dick, seconded by Larry.
- i. Two homeowners have a malfunctioning RFID tag.
- j. Board agrees to replace malfunctioning tags for them

- k. Copies - Looking to cut costs. Board agrees to bring devices to look at board packet online in lieu of hard copies.
- l. December meeting space needed - Board agrees to cancel meeting for December.
- m. Stop sign for the gate has been delivered.

E. 2020 Budget Proposal - Approved Budget Deadline is 10/13/19

- a. Board will approve future CPA and Legal invoices before submitting for payment
- b. Board requested copy of previous CPA invoices

F. Subcommittee Updates

- a. Gatehouse/Incident Committee - Linda Messer, Chair
 - i. 11 incidents in August.
 - ii. 2 incidents to date in September
 - iii. One was non-resident club member. Bill will be sent to accrue payment for damages
 - iv. Construction - Pavers fixed. Windows installed. Waiting on door and stone.
- b. Landscape Committee - Annie Mendrala, Chair
 - i. Working on bids for master plan for UCD.
 - ii. Trees to be trimmed along University
 - iii. Fall planting same as last year to be installed in October
- c. ACC/Compliance Committee – Annie Mendrala, Chair
 - i. Request sent to SRMA for notifications to review ACC modifications/requests for UTGCHOA. SRMA will check with legal counsel and get back to UTGCCHOA
 - ii. Need to determine general fine policy for UTGCHOA
- d. Compliance committee recommending increasing ACC fines.
 - i. Board already adopted in previous meeting SRMA fee structure for violations.
- e. Traffic and Safety – Matt Lipinski, Chair
 - i. Power point presentation by Matt discussing lane striping, speed tables,
 - ii. Asphalt repair needs to be done before any potential lane striping.
 - iii. UCD from Quinlan to Club crack repair to cost approx. \$17k
 - iv. Total asphalt repairs could be in excess of \$35k.
 - v. *Motion made by Matt, seconded by Larry, to approve striping on University Club Drive from gatehouse to Club, subject to completion of asphalt repair on University Club Drive. All in favor.*
- f. Long Range Planning and Finance Committee - Dick Clark, Chair
 - i. Electrical meter on corner of Quinlan and UCD is to the Club and being paid by UTGCCHOA.
 - ii. Electric meter at 2701 ½ N Quinlan Park Rd (#4023967) is for the night watchman and belongs to SRMA per Larry Vest with the Austin Energy. Seeking reimbursement of approximately \$23k from Steiner and deposit for City of Austin.

- iii. Water meter at 1409 1/2 Shoreview Cove has been reported as running correctly per Urban Dirt and they will continue to monitor.
- iv. There is a portion of the water that is being provided to UTGCCHOA by Club. Is likely that this over compensates for the electrical that UTGCCHOA is providing to the Club.
- v. Communication between landscapers and board regarding leaks etc. needs to be improved.
- vi. Mailings - Recommend homeowners be able to elect to receive all mailings electronically
- g. Finance Committee
 - i. Committee recommends paring down financial documents so that it is easier to read
 - ii. Recommends dues increases

G. New Business

- a. Gate incident policy - *Motion was made to implement a Gate Incident Policy in which a person who is determined to have caused damage to the gates more than twice may have RFID deactivated. In addition, Any person that has been found to have caused damage to the gates and does not pay the subsequent gate fine may have their RFID deactivated. Motion was made by Dick Clark and Seconded by Linda Messer. All were in favor.*
- b. Resales - Fees that are collected with home resales are not always being collected for UTGCCHOA, only SRMA. Language was incorporated on UTGCCHOA resale certificate to contact STRMA regarding their resale fees. SRMA is also to incorporate reference to UTGCCHOA.
- b. Invoices for gate repairs need to be submitted to insurance agent in order to recoup costs from Allied and or Compound Security.
- c. Town SQ – new homeowner portal that Goodwin is rolling out. Homeowners will need to register for access. Old system will be discontinued in the future.