

## ONION CREEK HOMEOWNERS ASSOCIATION

Board of Directors Meeting – February 19, 2022

FINAL

I. The regular monthly meeting of the Onion Creek Homeowners Association meeting was held February 19, 2022, at the Onion Creek Club. The meeting was called to order by President Jerry Patterson at 10:00 a.m.

Board members attending: Martin Benavides, Fred Blood, Chris Burges, Beth Cubriel, Jerry Epting, Ken Fess, Brad Glendenning, Jerry Patterson, and Dick Perrone.

Board members absent: Sanders Gibbs, Darcy Hansen, Kathy Lahaye

Also attending, Denise Cadell HOA office staff.

### II. Recognize Visitors/Guests

Guests attending: Sherry Burke, Carolyn Dyer and Scott Mackenzie

Jerry welcomed our guests and thanked them for attending.

### III. Approval of Minutes

Chris Burges moved to approve the January 20th, 2022, board meeting minutes, Fred Blood seconded; the minutes were unanimously approved.

### IV. Financial Report – Kathy Lahaye, Treasurer

Kathy was unable to attend, Jerry shared her report.

**Total Revenue:** The total YTD revenue for January was \$141,949 which is \$28,261 under budget. **Total Operating Expenses:** The total YTD operating expenses for January were \$37,706 which is \$4,126 under budget. The most significant variances to budget were as follows:

**Landscape Maintenance – Other** was \$1,319 under budget and **Security** was \$4,370 under budget.

The net revenue over expense YTD was \$104,243.

Cash balances at 01/31/22:

Operating - \$345,309.47

Reserves - \$106,844.11

### Delinquent Report: Office Report:

Terri Giles advised our delinquent amount as of February 16, 2022, is \$26,458.35, minus outstanding first assessments.

Since our January 20th meeting, 10 home sales have been processed, with 14 home sales pending. One buyout from the city is currently pending.

### V. Committee Reports

A. **Security — Sanders Gibbs** – No report was provided.

#### **B. Volunteer Security Patrol – Chris Burges**

Chris advised he is looking for new volunteers to join the security patrol. Any and all residents are encouraged to volunteer.

#### **C. Development/Infrastructure – Jerry Epting**

Jerry reported that several new businesses are being built in our area. Texas Children's Hospital, a Meat Market/Convenience store, and a new Mercedes Benz car dealership have submitted plans for development in the near future.

#### **D. Crisis Management and Neighborhood Watch – Beth Cubriel/Fred Blood**

Beth asked for suggestions on what we may want to do differently for the 2022 Neighborhood Night Out Event. Although last years event was successful, we are always looking for new ideas. Suggestions included inviting vendors that sell security systems, door locks, etc. to set up booths for the residents. Hosting a "document shred" in which residents personal documents could be shredded and providing a drop off area where used batteries could be deposited were also suggested. Beth mentioned that we don't want to interfere with OCCLA's document shred fund raising event which is usually held each spring. Discussion continued and it was decided we could possibly host ours later in the year. Beth agreed to find out what company OCCLA uses for shredding and report back to the board with additional information.

#### **E. Traffic Control – Brad Glendenning**

Brad reported that he and Carolyn Dyer, former Traffic Control Chairman met earlier this month and drove around the neighborhood surveying all residential developments. Brad plans to compile a photographic survey of all intersections in Onion Creek. Areas needing improvements; whether it be painting for cross walks, adding signs, etc. will be photographed so that these concerns can be addressed. Brad stressed the importance of Onion Creek being included in the impact studies that developers provide to the city. It will be helpful to know the volume of traffic that is anticipated. Brad has plans to take the maps he created for Neighborhood Watch and overlay that information so that some type of web-based type of reporting could be available. A resident would have the option to click on an item and it would bring up an image. Brad will contact the Onion Creek web developer to determine next steps to make this happen. Brad also suggested that the board consider using Trello, a web-based project management solution. This would allow board members to visibly see what's going on with all committees, allowing users to attach PDF documents, to-do lists, and to have a central point for all emails. Not sure of the cost or if there is a free version available.

Jerry reported that Carolyn's sidewalk project has been completed. Many thanks to Carolyn for her diligent effort in following through on this project. Carolyn wrote a letter to her contact at the city thanking them for their collaboration.

#### **F. Legal – Darcy Hansen**



Darcy had no information to report.

#### **G. Modifications/Rules – Ken Fess**

Ken advised that his committee had received five complaints/inquiries last month with three of those being resolved. Some newer residents appear to be modifying the external appearances of their residences (painting, putting on a new roof, major tree removal or landscaping, etc.) without following the procedures to have the Architectural Committee first approve their plans. Notice will be sent to offenders. Ken recommends a notice be posted in the next newsletter reminding residents that all external modifications require approval by the HOA. Beth agreed to post a notice on our Facebook page reminding residents to complete architectural requests when painting their exterior a different color. Jerry will provide Beth with specific verbiage she can use to send out an email blast as well.

Jerry asked that letters sent to residents re to their Architectural Requests be sent from the HOA office going forward.

There was discussion about SB1588 which passed in late 2021 re to committee members serving on the board. Jerry and Ken will discuss in more detail to ensure that we are complying.

#### **H. Government Affairs – Fred Blood**

Fred and Jerry met to discuss any current government affairs and advised there was nothing new to report.

#### **I. Landscape/Parks – Dick Perrone**

Dick reported the majestic oak on Walton Heath has been trimmed and made safe from the large vehicle hits it recently incurred. Two other trees were removed at the curve on Pinehurst (near the #1 Green) and the oak at the golf cart crossing will be cleaned and raised next week.

Progress has been made between the residents at the Pointe and Westlake Dermatology to remove a dead tree and trim another near their common wall. Their Director of Business Development has hired an arborist to do the work. Both trees could have caused damage to the wall and roofs of the Pointe.

Trash on Bradshaw Lane (mattresses, tires, wheels, etc.) has been picked up by one of our contractors. Dick has asked for a bid from our landscape crew to mow this area monthly since it impacts our entry into Onion Creek.

#### **J. Communications – Beth Cubriel**

Beth reported that the March/April newsletter will be mailed out on March 1<sup>st</sup>.

#### **K. Safety Enhancement Committee – Beth Cubriel**

Beth had nothing new to report concerning the safety enhancement working group.

### **VI. OLD BUSINESS**

**Reserve Study**-Jerry reported the reserve study has been contracted for and is pending. Dick Perrone and Kathy Lahaye will review, discuss, and finalize in April.

## **VII. NEW BUSINESS**

**Possible action on board vacancy**-Jerry reported that we currently have a board member who has missed four regular board meetings and according to our by-laws, this constitutes a vacancy. Phone calls and text messages to this board member have not been returned. Chris Burges moved that the position held by Sanders Gibbs is vacant, Dick Perrone seconded; the motion was unanimously approved.

**OCHOA Insurance Policy Review**-We are currently in the process of reviewing our HOA insurance policy to ensure that we have adequate coverage. One of our residents has agreed to review our policy and make any recommendations which could be beneficial to the HOA.

**Possible changes to River Plantation/Pinehurst Drive Right of Way**-Jerry advised that the City of Austin is conducting a transportation review as to widening the right of way on River Plantation and Pinehurst Drive. This could mean painting bike lanes on these two streets, but no construction is planned, and no yards will be torn up. He will keep residents posted as more information becomes available.

**Committee assignments**-Jerry confirmed all committee assignments are in place and added that Martin Benavides will assist the Rules & Enforcement Committee with Legends Lane requests/concerns.

**Re-plat of vacant tract at end of County Down**-Jerry advised that he received an email from the engineer who is representing the new owner of the lots on County Down. He asked if OCHOA would like to be involved in the re-platting of the lots. Jerry is not sure that we would need to be involved in the re-platting, but he did respond that OCHOA would like to be involved in the discussion and planning of the types of homes being built, minimum square footage, etc. Our CC&R's would be shared with the developer. Jerry will continue to follow up with the engineer and offered him the opportunity to meet with board members at a later date if necessary.

**HOA Office Security**-Jerry advised that he wanted to resume discussions about the security at the HOA office. Although there have been no new incidents, we'd like to install a security camera under the overhang near the side office door. All other outside office doors to the building are kept locked and it makes sense to keep ours locked as well, especially since the door is partially hidden under a stairwell. Although there are several price options available, one that would probably work well for our office is to install a camera which has the remote ability to view who is at the door. The cost of the camera and installation is \$699.00 plus tax with a monthly fee of approximately \$56.00 per month. Jerry will determine what the monthly fee covers and report back to the board.

Chris Burges moved to install a security camera at the HOA office, Fred Blood seconded; the motion was unanimously approved.

**VIII. Meeting Adjournment**-Dick Perrone moved that the meeting be adjourned; Fred Blood seconded; the motion was unanimously approved. The meeting was adjourned at 11:46 am by President Jerry Patterson.

The next meeting will be held on Thursday, March 17th at 4:00 pm at Onion Creek Club.

Recording Secretary- Denise Cadell

Approved: 3/24, 2022

  
Kathy Lahaye, Secretary