

**MINUTES
WORK SHOP AND EXECUTIVE MEETING
OF THE MEADOWLAKES PROPERTY OWNERS ASSOCIATION**

Workshop March 15, 2016

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Executive Meeting March 16, 2016

Workshop:

The workshop meeting was convened at 9:00 AM on 15 March by President Joe Summers. Five members of the Board were present to establish a quorum. Those members present were Joe Summers, Joy Marcou, Len Fate, Dottie Stueckroth, and Jim Woods. Jerrial Wafer and Gerry Mason were absent. There were no residents/visitors in attendance.

The minutes from the February 15 workshop and the February 16 Executive Meeting were presented to the Board for review before approval in the next executive meeting.

Joe requested that Joy start the meeting with the review of midyear funding performance for the Association. Joy distributed statements of financial position against budget plans and cash analysis through the end of the budget year.

- Joy mentioned that she had discussed the \$17,500 contribution to the City for Swimming Pool restoration and the new fabric canopy with the City Manager. He informed her that the pool restoration would not be done this year, and \$7,500 of the planned contribution could be withdrawn. He asked that the remaining \$10,000 for the canopy remain available to the City.
- Joy reviewed the funding made available for the security gate and that part of the work was performed during the prior year. As a result, residual funds are available for other requirements. Len requested that some of the residual funding remain available to increase the payroll to the Association's gate guards.
- Joy reviewed the streets, fences, and parks financial positions and offered that funding from street repairs would be available with the previously approved change to omit re-surfacing of Preston Trail.
- Lastly, Joy reviewed the RV storage financial position and the request from the prior monthly meeting to fund the resurfacing of the RV Storage Park.

The following proposals were developed for consideration during the executive meeting.

1. The planned contribution to the City of \$7,500 for pool restoration would be withdrawn, and \$10,000 would remain available for a new canopy at the pool.
2. Sufficient funding would be made available for pay increases for the current fiscal year for security gate personnel from the residual remodel. It was proposed that the Board establish a policy/plan for employee remuneration to assure competitive hiring and retention.
3. The residual funding from street repairs would be made available for resurfacing of the RV storage park.

Following the funding review, Joe discussed the Memorial Park Brick Program. He presented two sample bricks for the Board to select color. And, he stated that the City would use the

electronic traffic sign to promote the brick program during the next few weeks. He reiterated the Board's decision to provide one free brick to each donor to the Memorial Park fund.

Jim discussed the Board's prior decision to landscape the four undeveloped Park areas – the first of which was the Military Memorial Park. He asked the Board to consider development of the land at the southern intersection of Fairway and Meadowlakes Drive as the next park for development. He said that Joy had suggested that the Board create a memorial at the new Park for "First Responders." The residents of Meadowlakes are very grateful to the first responders in our community and in our nations, and the tribute would be very meaningful. The proposal will be presented during the executive meeting.

Joe asked the status of the annual audit and the tax return preparation. Joy said that she had talked to the auditors and they were nearing completion – a copy of the audit report and financial statements would be available within the next two weeks. The tax return would be complete by 10 April with a 15 April filing date. She was planning to visit the auditors' office within the next few weeks.

Jim related that he had received a call from the Burnet Central Appraisal District concerning ownership of the common grounds surrounding the residences on Fairway. The appraisal representative concurred that their records incorrectly showed that Fairway property owners had any unique undivided interest in the common grounds separate from any other Meadowlakes property owners. The Appraisal District would correct their records to eliminate the references to "undivided interest." The Appraisal District said the change would not affect the taxation of any of the property owners, since the undivided interest was not part of their tax formula.

Dottie discussed the plan for the resurfacing of the RV Storage Park. The City would arrange parking for some vehicles in their workshop areas, and owners would be allowed to park their RV vehicles in their driveways during resurfacing work. The work was anticipated to take about 5 to 7 days.

Joe stated that there was no meeting with the Mayor and City Manager since the last executive meeting.

The workshop was adjourned at 11:10 AM.

Executive Meeting:

The Executive meeting was convened at 7:00 PM on 16 March by President Joe Summers.

Jim offered a prayer, and Joy led the pledge of allegiance.

Joe requested roll call to establish quorum for the meeting. All directors were present as quorum. Those members present were Joe Summers, Jerrial Wafer, Joy Marcou, Dottie Stueckroth, Gerry Mason, Len Fate, and Jim Woods. Five residents/visitors were present.

The minutes from the 15 February workshop and the 16 February Executive Meeting were presented to the Board for approval. Joe asked for any comments on the minutes. Hearing none,

he asked for a motion for approval. Gerry motioned for approval and Len seconded. Minutes were approved unanimously.

Directors' Reports.

Joe asked Joy to review the results of the workshop discussion on midyear budget review. Joy presented the analysis and the proposals from the workshop, including withdrawing \$7,500 from the City for restoration of the swimming pool; re-allocating part of the funds from the guard house remodel for employees pay increases; and funding of resurfacing of the RV Storage Park from a combination of existing RV maintenance funds and residual money from planned street repairs that would not be executed during the year. Len motioned to accept the budget adjustments and Gerry seconded. The motion passed unanimously.

Joy announced that she had just talked to the auditors and they would plan to be available for the April meeting to discuss the audit report and financial statements.

Dottie stated that plans were firm for the resurfacing, with a plan date of 4 April, but the exact date dependent on the scheduling of the County's assistance with rebuilding the City's storage pool.

Len related an electronic problem with the cameras at the security gate. At this time, he cannot access the video from the cameras. Usually, the cameras give video and audio of any dialogue between the guards and visitors, so that he can research any concerns of guards or visitors in treatment.

Jerial related the upcoming Easter Egg Hunt and Sherri Stale showed the plan for the Hunt. Jerial presented an overview of the actions at the Building Committee meetings showing continuing increasing in construction in the community.

Gerry covered the street and fence repairs that have been finished and the current work to gather the costs for the fence repairs along Dogleg.

Old Business.

1. Joe furnished copies of the letter from the Association's counsel concerning the Management Letter and Open Meetings. The attorney confirmed the requirement to file the Management Letter each time the President of the Association changed, or any other material information, as change of address. She also confirmed that the Meadowlakes Property Owners' Association is bound by the Texas Open Meetings Act.
2. Joe presented two colors of bricks for selection for the Military Memorial Park. Joy motioned that 1 color be selected and the color be the lighter, cinnamon color. Jim seconded; and the motion passed. Joe announced that the order cut off date for the first phase would be 7 April with plans for the first installation to be completed by Memorial Day.

New Business.


1. Jim reviewed the discussion from the workshop on creating a Park honoring "First Responders" at the southern intersection of Fairway and Meadowlakes Drive. The plan is

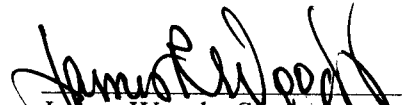
to continue the use of low maintenance ground cover and plants with incorporation of a water feature that could be used except in times of drought. If the Board approved, Jim would present a plan and cost estimate for the Board. Len made a motion to approve the development of the Park and Gerry seconded. The motion was approved unanimously.

Joe asked if anyone in the audience would like to offer comments on any issues covered in the meeting or any new issues to be brought to the board. No comments were received.

Joe announced that the next Executive meeting would be at 7:00 PM on April 19.

The meeting was adjourned at 8:05 PM.


Joe Summers, President


James Woods, Secretary