

Minutes
Workshop and Executive Meeting
Board of Directors, Meadowlakes Property Owners' Association

Workshop, February 5, 2018
Executive Meeting, February 13, 2018

Workshop, 2/5/18:

The meeting was called to order at 6:00 p.m. by President Joe Summers. Board members Richard Salinas, Gerry Mason, Joy Marcou, Jerral Wafer, Mel Hazlewood and Joe Summers were present. Joe Summers announced that Board member Jason Hohenberger had submitted his resignation. Eleven residents were also in attendance.

Mel Hazlewood presented minutes of the January 2017 workshop and executive meeting for review before final consideration at the next executive meeting.

Scheduled Business:

Gerry Mason reported on the Meadowlakes drainage project. He said that the bids on the Broadmoor portion of the work had been submitted but were unacceptably high. He said that he will work with city officials and other parties to develop a new plan. The board then discussed the desired flow rate for the completed project; the project's footprint; and, the project cost.

Gerry also reported on plans for the Dollar Children's Park. He said that the City is ready to begin work and asked that the project be voted on at the executive meeting next week. The board then discussed the scope of work, including any necessary additions to the irrigation system.

Gerry also gave an update on the "Pocket" Park on Firestone Drive. He noted that there were some drainage problems. The board then discussed that issue as well as the project cost. Gerry estimated it would cost less than \$5 thousand and asked that it be placed on the executive meeting agenda to be considered for final approval.

Joe Summers raised the issue of the board naming a replacement for the vacant board position. Two people have volunteered, Steve Newton and John Garrett. Joe addressed all present and described the duties and responsibilities of board members. He noted that the new member would be responsible for handling the storage facility and would stand for election at the October 2018 annual meeting.

John Garrett and Steve Newton were recognized to introduce themselves and give their qualifications for the position.

The board will go into executive session at the executive meeting to vote on the new member.

Joe Summers raised the issue of the USPS installing a mailbox at the front entrance. The board and those present discussed the pros and cons of this possibility.

Joe Summers reported that there was no December meeting with the mayor and city manager.

Member reports:

Joy Marcou presented the treasurer's report and distributed the budget and cash flow analysis of the board income and expenditures through the end of January. She noted that late notices had been mailed on delinquent storage fees. She estimated that about 80% of the fees have been timely paid. Joy reviewed the account balances and noted that about \$1 thousand had been saved on insurance fees.

There was no report on the storage facility, except as noted above in Joy's presentation.

Jerrial Wafer reported on a water leak in the plumbing at the security shack. Richard Salinas reported on celebrations and special events. He said the next event is scheduled for Memorial Day 2018.

Gerry Mason gave the maintenance report. He said that there was nothing to report other than what he had stated earlier in the meeting. He added that if

more problems arose in the Broadmoor portion of the project, he would move to begin work on the Turkey Run portion.

The board decided to include the same matters discussed at the workshop in the agenda for next week's regular meeting, except for the drainage plan. This will include an executive session to elect the new board member.

Mel Hazlewood will give the prayer and Gerry Mason will lead the pledge.

Joy Marcou made a motion to adjourn. Gerry Mason seconded. The motion was unanimously approved.

Executive Meeting, 2/13/18:

President Joe Summers called the meeting to order at 6:00 pm.

Mel Hazlewood offered a prayer and Gerry Mason led the pledge of allegiance.

Six members were present: Joe Summers, Mel Hazlewood, Richard Salinas, Joy Marcou, Gerry Mason and Jerrial Wafer. One board position is vacant.

The board went into executive session to elect a new board member. The board vote was: three votes for John Garrett and three for Steve Newton. President Summers asked Mr. Garrett and Mr. Newton to join the board to discuss the tie. After further discussion, Mr. Garrett withdraw his name and Mr. Newton was elected unanimously.

The board resumed its public meeting and Steve Newton was recognized as present.

Mel Hazlewood presented minutes of the January 2018 meetings. Joy Marcou moved their approval. Gerry Mason seconded the motion. The minutes were approved by unanimous vote.

Joy Marcou gave the Treasurer's report and presented cash management and budget analyses for the period ending January 31, 2018. She also gave a general overview of the budget.

Joe Summers gave the storage facilities report. He presented a letter from the LCRA concerned about a boat blocking their right-of-way inside the facility and preventing them from accessing their properties for any needed repair. Joe has called the owner and will work with him to get the boat removed.

Jerrial Wafer gave the security report. He said 42 new parking stickers had been issued in January and 11 so far in February. He is also working with a new uniform vendor and has called a plumber to repair the water leak.

Richard Salinas reported on celebrations and special events. He said the Recreation Committee will meet on February 18 to discuss their plans for 2018. In addition, the Welcoming Committee reported that they had made 34 visits to new residents since September 2017.

Gerry Mason reported on maintenance and said that he was seeking other opinions on the drainage project.

Old Business:

Gerry Mason asked for approval of the plans submitted in November 2017 for the Dollar Children's Park. He moved that the board approve plans to install new plants; move the playscape; install rubber mulch in the playscape; and, turn the slide around. He also added to the motion that he would come back to the board for any approval to spend more than \$3 thousand. Richard Salinas seconded. The motion passed unanimously.

Gerry Mason moved that the board proceed with plans presented in December 2017 to landscape "Pocket" Park and place a \$5 thousand cap on expenditures. Richard Salinas seconded. The motion passed unanimously.

Joe Summers announced that there had been a miscommunication and that the USPS did not want to locate a mailbox at the front gate, so the issue will not be pursued.

New Business:

No new business was discussed.

Citizen Comments:

There were no citizen comments.

Next Meeting:

The board will meet in a workshop on March 5, 2018 and in executive meeting on March 13, 2018. Both meetings will begin at 6 p.m. at the Meadowlakes City offices.

The board agreed that the following matters will be discussed:

1. Update on Dollar's Children's Park; and,
2. Update on landscaping "Pocket" Park, located north of intersection of Firestone Drive and Preston Trail.

Joy Marcou moved that the board adjourn. Jerrial Wafer seconded. The motion was unanimously approved.

The next workshop will be on March 5, 2018. The next executive committee meeting will be on March 13, 2018.

Joe Summers, President

Mel Hazlewood, Secretary