

University Heights HOA Meeting

Feb 20, 2023

6:00pm

UH Leasing Office

Meeting called by: Leigh Greiner

Type of meeting: Annual HOA Meeting

Facilitator: Tom Patterson

Note Taker: Leigh Greiner

Attendees: Tom Patterson, Scott Ball, Kelley Fisher, Matt Seymour, Tim Wall, Margo Wall, Lou Rising, Calvin Rising, Jr., Katy Forrest, Leigh Greiner, Kayla Slack, Jenny ?, Stephanie Weishuhm, Mike Huddleston, Dominic Neameyer, Paul and Veronica St Sauver, Holly Givens, Richard Wehbe and Patrick Watson

Attachments: Community Policies, Summary of 2022 Expenses

Minutes

The meeting was called to order by the facilitator, Tom Patterson at approximate 6pm. Introductions were made around the room and online (the meeting was held in person and via zoom). The following agenda items were discussed as follows:

Agenda Item: Internet Service

Presenter: Tom Patterson

Discussion: Current contract with Optimum expires 8/14/2024. Negotiating to lower monthly rate for limited cable package and an upgrade to 400 Mbps for \$45 per unit (reduction from current price of \$65/unit/mth) with the option to drop cable by July 31, 2024. \$22 per home if cable package is dropped. For cable to be dropped, 1.5-2 years needs to be given to owners/tenants before new leases are signed in advance.

Conclusions: Contract will be for 5 years with an annual increase of 3% per year.

Agenda Item: Landscaping

Presenter: Tom Patterson

Discussion: Removing dead shrubs from pool area and replacing with Knockouts \$1982.79. Mulching beds and trees on entire property \$11,6545.88.

Conclusion: Agreed to replace bushes at the pool and to mulch the property. Elected to wait on removal and replacement of brushes on entire property but look into replacing grass and removing dead bushes only.

Agenda Item: Roofs

Presenter: Tom Patterson

Discussion: The roofs are 7 to 8 years old. We are experiencing some leaks over bedroom A in the townhomes.

Conclusion: Leigh looking into insurance coverage on townhomes.

Agenda Item: Fire Extinguishers

Presenter: Tom Patterson

Discussion: Recommended having fire extinguishers in kitchens.

Conclusion: Concensus is that it is up to homeowners to provide extinguishers to tenants and ensure they are in working order periodically. This should be encouraged by the HOA and management company.

Agenda Item: Insurance

Presenter: Tom Patterson

D&O Policy expires 8/29/25 - \$1562/yr.

General Liability expires 8/14/23 - \$3389/yr.

Property Policy expires 4/08/23 - \$30,840/per yr.

Conclusion: Kayla Slack and Leigh Greiner checking into sufficiency of coverage and obtaining additional bids.

Agenda Item: Parking

Presenter: Tom Patterson

Discussion: No parking on grass at anytime. Looking into contracting with a towing company and or security service for evening hours to patrol community.

Conclusion: Leigh Greiner will obtain bids for services discussed.

Agenda Item: Violations

Presenter: Tom Patterson

Discussion: HOA will begin enforcing parking and trash violations, as well as bulk items cluttering yards.

Conclusion: Properties in violation will be charged fees.

Agenda Item: Leans

Presenter: Tom Patterson

Discussion: HOA have the right to place leans on properties not paying HOA fees.

Conclusion: HOA will collect fees at closing if property is sold.

Agenda Item: Budget

Presenter: Tom Patterson

Discussion: Line items were discussed from 2022 with the expectations that the costs will be similar for 2023.

Conclusion: Consensus is that expenses are to be kept as low as possible and below annual revenue of HOA fees.

New Business

New Business: HOA member, Margo Wall recommended a HOA website be added to University Heights Website as all HOA's must have a public website per Texas Statute changes in 2021 and required by 6/2022.

Items Voted on by HOA

- 1. The following board members were voted in unanimously by attending HOA members. The term is for one (1) year (note this is different from bylaws requirements due to limited involvement by previous HOA board).**

Tom Patterson (President) - A motion to elect these members to the board and ACC motion was made and seconded. The slate was unanimously elected by voice vote.

Scott Ball (Vice President) - A motion to elect these members to the board and ACC motion was made and seconded. The slate was unanimously elected by voice vote.

Margo Wall (Secretary) - A motion to elect these members to the board and ACC motion was made and seconded. The slate was unanimously elected by voice vote.

Kayla Slack (Architectural Committee) - A motion to elect these members to the board and ACC motion was made and seconded. The slate was unanimously elected by voice vote.

- 2. Revised and simplified Community Policies were presented and discussed. A motion was made and seconded to adopt the community policies as presented. The motion passed unanimously by voice vote.**
- 3. Expenses: A motion was made and was seconded to approve the following expenses as previously discussed during the meeting:**

a. Optimum Contract: change to the negotiated cheaper rate starting at \$45/unit/mth that escalates at 3% per annum for 5 years with the option to drop to internet only after 8/14/2024 (a vote would be needed to drop to internet only and NOT approved at this time).

b. Landscaping: continue with existing landscaping service at current monthly rate. In addition, clean out pool area and replace shrubs at cost of \$1982.79. Also mulch home and townhome beds/tree areas at a cost of \$11654.88. Approved removing dead shrubs before mulching but do not have a cost. (Note: NOT replacing shrubs at homes/townhomes at this time.)

c. Insurance: Approved the payment of the D&O insurance, the general liability policy, and the property policies to continue coverage into 2023. Prior to renewal, the management company will bid out for best coverage and prices.

d. General expenses: Expectation is that 2023 expenses for other items not listed specifically in a, b, and c will continue at a similar rate as paid in 2022.

The vote to approve payment of the 2023 anticipated expenses described was approved unanimously by voice vote.

Minutes by Leigh Greiner, UH Property Manager

Approved at 5/22/2023 UH Board Meeting