

COURTYARD HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES

TUESDAY, May 17, 2022, 6:30 PM

Location: Atrium Office building lobby, 5910 Courtyard Drive, Austin TX 78731

- I. Call to Order: Denise Hogan, Konavis Smith, Jim Lloyd, Waneen Spirduso, Henry Mistrot, Janet Wright, and Meredith Massey-Kloetzer, were present. Marilyn Childress, Community Manager for Goodwin Management was also present.
The agenda was amended to include two additional new business items, VI (B) and (C), below, after a motion from Meredith, a second from Waneen, and unanimous approval by the Board.
- II. Approval of March 8, 2021 meeting minutes, to include a record of the following actions taken after that meeting, by email vote:
 - A. Board vote 3/10/22 to adjust date on Tegland park reservation, unanimous approval
 - B. Board vote 3/24/22 to spend up to \$4,000 on park improvement in picnic areas, bathroom area, and trails, unanimous approval
 - C. Board vote 4/20/22 to approve Angulo park reservation, unanimous approval
 - D. Board vote 4/26/22 to adjust Compliance Committee, unanimous approval
 - E. Board vote 4/29/22 to send Tait's rack lease issue to HOA Attorney Patty Arnold for resolution, unanimous approval
 - F. Board vote 5/1/22 to approve engagement letter for PAI Attorney Brad Rockwell for area development assistance, unanimous approval.

The minutes were adopted as presented with the inclusion of items A, B, C, D, E and F, after a motion by Janet and a second by Konavis; all Board members voted to approve.
- III. Committee Reports
 - A. ECC: Diana Apgar sent in a written report.
 - B. Community Park: Terry Edwards provided a written report. A discussion followed on the recent park gate malfunction, the need for repairs on the pier, and periodic additions of gravel to the park trails. The pier repairs and trail improvements will be either added to next year's budget or approved by the Board as an additional expenditure in this year's budget.
 - C. Landscape /Decorating: Ed Ueckert submitted a written report.
 - D. Security: Jim Lloyd submitted a written report. In addition, he reported that there was no sign of the stolen kayaks on the CHOA main entrance & exit security cameras.
 - E. Welcome: No written report.
 - F. Social: Joany Price submitted a written report.
 - G. Communications: No written report.
 - H. Compliance: Denise Hogan submitted a written report.
 - I. Kayak: Jim Vence submitted a written report.
 - J. Fire Safety & Prevention: Richard Stelzner submitted a written report. RTI Training Program/Presentation will be covered under Old Business, below.
 - K. Area Development & Governmental Liaison: Denise Hogan submitted a written report. She added that she has attended two CONA meetings and a virtual meeting with TXDot regarding the Loop360 project.
 - L. Boat Storage & Launch Area: Jim Lloyd and Meredith Massey-Kloetzer orally reported that they are still waiting on the electrical equipment necessary to power the new gate controller. While we are waiting on the gate controller, the new gate operates smoothly by manual operation and is secured by a manual lock with code.

IV. Financial: Jim Lloyd submitted a written report.

V. Old Business:

A. The Compliance Function of the CHA. Denise presented the options for moving certain tasks of Compliance Committee to Goodwin & Company. After a motion from Konavis and a second from Meredith, all voted to approve. Twice per month, a Goodwin representative will drive through the neighborhood to check for compliance violations. Goodwin will notify the Board of its findings and give the Board 24 hours to review the proposed violation notices. Absent a response from the Board, Goodwin will move forward with violation notices.

B. Postponement of the Austin Fire Department (AFD) had postponed the Responding to the Interface (RTI) training exercise, which had been scheduled for May 2. AFD postponed due to a lack of "volunteer homes."

VI. New Business

A. Review/approve updates to Tait's kayak rack lease forms and rules:

After a motion by Meredith and a second from Waneen, the following items were unanimously approved by the Board:

1. The dues will increase from \$65 to \$80 annually.
2. The dues amount may be prorated in certain cases of early lease termination.

3. Clarify the language regarding:

- Definition of water access as a criterion for eligibility to lease a space
- Cancellation of lease by the HOA
- Surrender of key on canceled/terminated lease

4. Promulgation of a new single document in the format of a Rule that contains all components of lease, renewal & eligibility; this document will contain all relevant elements from existing Tait's rack documents.

B. Key Cards for Park & Boat Storage Lot gates: Terry Edwards and Jim Lloyd led a discussion on changing both our Park and Boat Storage gate code systems to a key card or fob system. The board was generally positive but the issue was tabled to allow more discussion and a vote in the future.

C. Repairs to Pier at the park: Approved in principle, pending future approval of a specific vendor & bid. (Added to the Agenda at the beginning of this meeting with approval of the Board.)

D. Surveillance Cameras at the park entrance and/or Tait's rack were discussed, but no vote was held. (Added to the Agenda at the beginning of this meeting with approval of the Board.)

VII. Neighbor Questions

Six neighbors had questions or comments (John Darmanin, Linda Darmanin, Randall Tuller, Steve Flowers, Chris Hall and Joany Price).

VIII. Set next Board Meeting date: June 28, 2022 at 6:30PM.

IX. Adjournment: 8:17pm. Note: Extension of the 8PM conclusion time was approved by unanimous vote of the Board.

Konavis moved to adjourn, Meredith seconded, and after approval from the Board, the meeting was adjourned.

Approved: Denise Hagan, Pres.

Date: 6/28/22