

**COURTYARD HOMEOWNERS ASSOCIATION
APRIL 2024 BOARD MEETING MINUTES**

Type: Regular Board Meeting

Date: Tuesday, April 16, 2024, 6:30 PM

Location: Courtyard Atrium lobby, 5910 Courtyard Drive, Austin, Texas 78731

A. Call to Order

Charles called the meeting to order at 6:32 p.m.

B. Roll Call

Charles Crooks, President - *present*

Konavis Smith, Vice-President - *present*

Stu Hare, Treasurer - *present*

Meredith Massey-Kloetzer, Secretary - *present*

Henry Mistrot, Member-at-Large - *present*

Matt Harold, Member-at-Large - *present*

C. Approval of March 19, 2024 Board Meeting minutes

There were no corrections to the March 19, 2024 Board Meeting minutes. Stu moved to approve the minutes. Henry seconded the motion. Matt abstained (was not present at the time of the vote). The motion passed unanimously.

D. Board Announcements

The Easter Egg Hunt that Shannon Smith organized went very well. Next Monday, April 22 through Thursday, April 25 is the large brush pickup. Next Saturday, April 27 is the neighborhood-wide garage sale, which is being organized and advertised by Breck Wilson. Saturday, May 11 is Park Volunteer Day.

E. Committee Reports

1. Environmental Control Committee (ECC)

Chair Diana Apgar was present. On April 17, 2024, the ECC is having an in-person meeting to go over documents. There are no problems to report.

Summary of submitted report: For April 2024, the ECC approved the following proposed projects: (1) constructing a swimming pool and retaining walls contingent upon City of Austin's approval and (2) renovating landscaping in the front yard.

2. Community Park Committee

Chair Terry Edwards was absent.

Summary of submitted report: On May 11, the Community Park Committee is hosting Park Volunteer Day to perform trail maintenance and gather fallen limbs and branches. Information will be provided to Goodwin to send email blasts and to the Communication Committee to broadcast on the HOA calendar. One week in advance, Terry will put out signs and post a notice on the Nextdoor app. The park gate bottom rollers were replaced with nylon rollers and are no longer squeaking; however, neither the gate vendor nor the company that Terry contacted performed the replacement.

3. Landscape/Decorations Committee

Chair Ed Ueckert was present. Once per month, the contractor blows the leaves from the playground.

Summary of submitted report: The Landscape/Decorations Committee serviced Common Area 4, repaired the damaged irrigation system on the south side of the south entrance, removed dead trees in the park and tree debris, removed a dead Bradford Pear tree, and pruned a Bradford Pear tree along Courtyard Drive.

4. Security Committee

Chair Charles Crooks was present. When school lets out in May, there tends to be an increase in non-residents present in the neighborhood. It is a good idea to use exterior lighting around your house as well as cameras. Be aware.

5. Welcome Committee

Chair Erik Maye was absent.

Summary of submitted report: Over the past month, there has been one new contact related to new owners/residents in the neighborhood. The Welcome Committee continues to update and manage the directory, so please continue to share updated contact information as you hear of neighbors needing to inform CHOA of recent changes. We will continue to work with the Communications Committee regarding neighborhood updates as well as updates to the website. We will also coordinate with the Fire Safety Committee to maintain our Firewise status. In the coming months, the Welcome Committee will also make an effort to clean out the directory for any owners/residents who no longer live or own in Courtyard and replace their information with any new owners/residents based on the list we receive from Goodwin.

6. Social Committee

The Board has received some interest in serving as chair of the Social Committee. This

will be confirmed at the next Board Meeting. Plan on CHOA continuing all the previously held events.

7. Communications Committee

Chair Jim Vence was present. There is a lot going on in our neighborhood, and the Communications Committee is working to keep information organized and accessible. Jim is building the team to include Justin and Sergio, both of whom are sharp computer programmers. It is possible to accomplish a lot of tasks with the website, but the big issue is email communications. It may be necessary to go back to using Constant Contact, which costs money, but the first attempt at using TownSq for email blasts have not been successful. Alice explained that she can send out email communications as well as post the messages on the News/Events tab on the TownSq website, which automatically emails an alert to the recipient to check the TownSq website. Jim is also looking into the discrepancies between the approximately 250 email addresses stored on TownSq and the more than 600 email addresses we have on record.

Summary of submitted report: none

8. Compliance Committee

Chair Janet Wright was present.

Summary of submitted report: From the last two compliance drives through the neighborhood, Goodwin sent out 16 letters citing violations. Ten of the violations were for trash cans or other undesirable materials at the curb. Four of the violations were for landscape needs. One of the violations was for a boat in the driveway. One of the violations was for a fence needing repair. The Goodwin representative who performs the compliance drives is doing an excellent job of communicating with the Compliance Committee and handling the citations.

9. Kayak & Canoe Committee (Tait's Rack)

Chair Jim Vence was present. The KCC is going to look at some proposals to increase usage of the watercraft stored in the rack. Be aware of the gate at the back of the rack, which has sustained damage over the years by rocks and other items, so we keep the rack safe from intruders. KCC did some maintenance on the water pumps. Jim recognized Waneen's service and commitment to Tait's Rack since its inception, including knowing Mr. Tait and helping get the rack built. Carolyn Brackage has agreed to join KCC in her place. Stu has also joined the Committee. Jim is going to open up Tait's Rack for cleaning during the May 11 Park Volunteer Day. It's time to get out on the water!

Summary of submitted report: Jim solicited input from lessees and waitlisted residents regarding pricing and policy changes; such proposals are pending Board approval. KCC is revisiting efforts toward short-term and long-term expansion and rack utilization. Jim is documenting the condition of the fence and a timeline for repairs. Waneen retired, and two new volunteers joined the Committee. The operational status of Tait's Rack is fair; the locks are in

decent shape, and the back of the fence has become compromised over time. Occupancy is 100%. There are 22 residents on the waitlist for a spot to store a first boat (one resident was added since the last report). The water pump has been returned and is available for cleaning boats. Open issues include options for expansion within the existing space in 2024 or 2025 (the original rack fabricators are no longer in business); option for solar-powered camera and 5G network service to improve security and monitoring; improvements to bottom slots (#9 and #10) such as a gravel base; and feedback from a lessee in consideration of accessibility improvements. Open improvements include a move to an online renewal/payment system for the 2024-2025 lease renewals; suggestion to replace a half-rack with a full rack to add five additional slots in 2024-2025; and discussions on funding for potential to expand to a cage and/or improve security in 2025.

10. Fire Safety & Prevention Committee (Firewise Community)

Chair Richard Stelzner was present. There is going to be a quarterly meeting of the Firewise Alliance set up by the Wildfire Alliance to include a fire preparedness symposium. It will be interesting to find out what the city is doing to prepare for what might be another hot summer. Alice will circulate the flier with more information.

Summary of submitted report: The Firewise Alliance Quarterly Meeting is scheduled for Wednesday, April 24, 2024 from 2:00pm to 4:00pm at the Saint Matthew's Episcopal Church, 8134 Mesa Drive, Austin, Texas 78759. The Wildfire Preparedness Symposium is scheduled for Saturday, May 4, 2024 from 10:00am to 3:00pm at the Rosewood-Zaragosa Neighborhood Center, 2800 Webberville Road, Austin, Texas 78702 (new location). If interested in attending, please register at bit.ly/austinwildfire. Communities will have an opportunity to listen to and question Austin City representatives about community concerns. Wildfire Preparedness Day is May 4th; this is an opportunity for communities to encourage residents to take steps to harden their homes against wildfire, especially windblown embers, by screening vents and clearing fuels from roofs and around their homes. Tips and recommendations as well as scheduling a free local Home Ignition Zone evaluation can be found on the Fire Safety pages of the CHOA website (courtyardhoa.org). In addition, AFD Wildfire Division has implemented HIZ Evaluation Requests for Austin at the 311 Information line.

11. Area Development & Governmental Liaison Committee

Chair Denise Hogan was absent. Charles mentioned the email blast about the lane closure on 360 to work on the power line. It will be in effect through May 31, from 9:00 a.m. until 4:00 p.m. It is expected to affect West Courtyard Drive more than Courtyard Drive. One of the lanes will be closed, which will affect the traffic light. It will get progressively worse as the 360 Project unfolds, so plan accordingly.

Summary of submitted report: 2222CONA: Highpoint (Former 3M Campus) Redevelopment by Karlin: Remodeling of existing buildings well underway. CONA to tour campus when remodeling is complete. Tenant(s) not secured at this time. Traffic & safety remain top concerns, followed by others including environmental impacts on Bull Creek, impacts

on infrastructure such as water, wastewater, and electricity, and community civic benefits. Attendance monthly CONA meetings; email discussions and information sharing ongoing.

Champion Tract 4 Proposed “Hotel” Complex: Rezoning/upzoning was approved by Environmental Commission and Zoning and Platting Commission late 2023, with support from Courtyard and affiliated neighborhoods as well as CONA. This support is the result of negotiated improvements and protections agreed by developer from our work together since 2018. City Council approved (all 3 readings) at March 21 City Council meeting. I will keep the neighborhood informed when construction is scheduled to begin. So far, it is not scheduled.

Booth property “Bull Creek PUD Amendment”: PUD Amendment #4 will be approved by City Staff administratively. It is not the habitat pond being removed as previously thought; it is an area at the shoreline. No action needed.

Camelback PUD (development across Loop 360 off Bridgepoint Drive, Jonathan Coon, Owner): Construction will begin September 2024; first is the connecting road between Bridgepoint Parkway and City Park Road; AND the park area/parking lot at Bridgepoint Parkway.

Land Development Code (LDC): ECC and all residents of the Courtyard need to know: Even if a property owner gets a permit from the City for something that is not NOT allowed in Courtyard’s CCRs, our ECC should not approve any projects that are against the HOAs deed restrictions. Deed restrictions are private contracts and must be enforced by the HOA.

12. Boat Launch & Storage Committee

Chair Meredith Massey-Kloetzer was present. One person requested to be added to the waitlist, so now there are 26 people on the waitlist to lease a storage spot. Meredith asked Alice to provide updated identification stickers for the current lessees’ trailers parked on the lot.

F. Financial Update

Treasurer Stu Hare was present. There is nothing different from last month. We are right on budget. We have not spent as much as we spent last year, especially in landscaping, since we have not had a hard freeze. Expenses are a little under, but we are early in the year. Assessments and income are right where they are supposed to be. Cash on hand is a little higher than usual. All the vendors are getting paid, so people are happy. Alice is going to get Stu some information about options for a higher-yield savings account to earn interest on what we have in reserves. Alice says that Goodwin has some connections with some banks they work closely with that have interest rates around 5%. Alice is going to get that to us for the next board meeting so we can present it to the membership. All the vendors are getting paid quickly, which is one of the improvements from last year.

Financial Status 03-31-2024

Income: YTD

Assessments: \$58,807
Total Income: \$60,355

Expense:
Total Expenses: \$20,399

Overall:
Fund Change: \$39,955
Current Cash on Hand: \$227,933

For detailed reports, please email stuhare@icloud.com.

G. Old Business

No old business.

H. New Business

The Board considered the proposed increase of the annual lease for one space in Tait's Rack from the current rate of \$80.00 per year to \$120.00 per year. Jim explained the rationale and justification for this increase are value, demand, and to get people to use their boats. There is a very long waitlist of people who want a spot. Everyone who is a lessee and/or on the waitlist has been notified about the increasing rates. Jim has not received a single negative comment. The increased cost comes down to \$10.00 per month. The money goes into a general fund for maintaining common areas. Also, it is time to revitalize the structure. The additional income from the higher rate will help with options for expanding the space, such as converting a half-rack to a full-rack and possibly utilizing some open space. There is room to expand the rack more into the park. Jim has contacted one vendor about getting a quote for expanding. The "first-boat" waitlist is 22 people. There is plenty of demand. Each rack holds 10 boats. Removing the picnic table would open up 30 more feet.

Charles moved to increase the rate as proposed. Stu seconded the motion. The motion passed unanimously. The 2024-2025 lease rate for Tait's Rack is increased to \$120.00 per year.

I. Adjournment of Open Meeting

Stu moved to adjourn the Board meeting. Konavis seconded the motion. The motion passed unanimously. The meeting adjourned at 7:16 p.m.

J. Next Board Meeting

Tuesday, May 21, 2024 at 6:30 p.m.

APPROVED

Meredith Massey
CHOA Secretary

May 21, 2024
Date