

# McKinney Park East Homeowners Association, Inc.

Date: Tuesday, October 13, 2015

Place: McKinney Park Pool

6600 Baythorne Drive

## Board Meeting Minutes

1. Call Meeting to Order - The meeting was called to order at 6:32pm.
  - a. Board members in attendance: Michael Bullock, Lupe Martinez, Mark Heaps, James Janus, and Teresa Garza.
  - b. Homeowner in attendance: Beth Powell.
  - c. Also in attendance: Jim Smitherman and Jamie Richardson, Goodwin Management.
2. Approval of August Board Meeting Minutes

*James Janus motioned to approve the August 4, 2015 board meeting minutes as presented. Lupe Martinez seconded the motion. The motion passed unanimously.*
3. Homeowner Comments - There were no homeowner comments.
4. Manager's Report – Jim Smitherman
  - a. Balance sheet total assets as of August 31, 2015: \$621,950.72
  - b. Delinquencies as of September 30, 2015: \$157,106.00
  - c. Budget Comparison:
    - 1) \$2,700 under-budget in legal expenses
    - 2) \$47,811.29 in non-recurring expenses reflects 2<sup>nd</sup> half of the playscape expense and the electrical lighting expense
    - 3) \$1300 over-budget on water expense due to increased watering
    - 4) YTD actual expenses within \$449 of budgeted expenses as of August 31, 2015
5. Old Business
  - a. Pool / Park
    - 1) Shade structure - The board reviewed the Kidstruction shade structure bid and requested additional bids for both shade structures and umbrella shades.
    - 2) Plaster – The plaster work will be covered under warranty but the HOA will likely be responsible for the expense to drain and re-fill the pool.
    - 3) Deck repair – Expected cost to repair the rest of the deck is \$16,000.
    - 4) Front gate repair / LED cans – The work order for the front gate repair and the LED cans for the interior has been authorized and will be completed soon.
    - 5) Security cameras – The cameras have been installed.
    - 6) Grills – Two grills for the park will be purchased from All Seasons Feeders.
    - 7) Lighting – The basketball lights were causing issues with nearby homes; two were disabled. Jim will have the two disabled lights angled straight down and tilt the other lights; then he will have all lights re-enabled.
    - 8) Marquee signs – The board reviewed the MRP bid for the three LED lights, fixture removal, and GFCI outlet. The board requested a bid for a strip LED option extended off the top of the marquee sign.

b. Grounds / Landscaping

- 1) The landscaper turned the mulch in playscape area.
- 2) The bench for the Capital Metro stop has arrived and is ready to be installed.
- 3) The board reviewed the porter bid from Auto Air. *James Janus motioned to accept the Auto Air bid for porter service three times a week May-September and twice a week October-April. Michael Bullock seconded the motion. The motion passed unanimously.*

c. Security

- 1) Jim presented the security options to the board and will provide private security bids at the next meeting. Jim will schedule two *marked* sheriff patrol cars for Halloween night from 6-10pm and New Year's Eve from 10pm-2am. The board asked him to find out if Travis County can enforce firework restrictions and if not, to contact APD about having a marked unit present on those two nights.

8. New Business

- a. Panadero Lot – Michael and Mark will send Jim a list of questions for the engineer prior to scheduling a meeting on-site.
- b. 2016 Budget – Jim presented the 2016 budget to the board.
- c. Commercial vehicle definition – Jim presented a sample definition from another HOA. He will draft a resolution and email it to the board for review.
- d. Violation Fine Policy – Jim presented the resolution for incurable violations. *James Janus motioned to adopt the violation fines resolution for incurable violations. Mark Heaps seconded the motion. The motion passed unanimously.*

9. Executive Session

- a. The board entered executive session at 7:49pm.
- b. The board exited executive session at 8:05pm.

*James Janus motioned to adjourn the meeting. Michael Bullock seconded the motion. There being no further business, the meeting adjourned at 8:06pm.*

**Action Items**

Assigned to:	Description:
Jim	<ol style="list-style-type: none"><li>1) Additional shade proposals:<ol style="list-style-type: none"><li>a) Kidstruction – bid for shade in a different location, more of an east to west shade to provide coverage for all times of the day</li><li>b) Proposal from another company</li><li>c) Proposals for umbrella shades</li></ol></li><li>2) Order two grills from All Seasons Feeders</li><li>3) Basketball lights – When vendor comes out to do the LED cans, have him angle the two disabled lights straight down and tilt the others; then re-enable all lights</li><li>4) Marquee sign - bid for a strip LED option extended off</li></ol>

	<p>the top of the marquee sign</p> <ol style="list-style-type: none"> <li>5) Follow up with John about the trees</li> <li>6) Notify Austin Pool Pros of the porter change and Auto Air of the schedule</li> <li>7) Garbage can covers</li> <li>8) Schedule two <i>marked</i> sheriff patrol cars for Halloween from 6-10pm and New Year's Eve from 10pm-2am</li> <li>9) Find out if Travis County sheriff can enforce firework restrictions and if not, contact APD about having a marked unit present on those two nights</li> <li>10) 2016 Budget – change assessments back to annual and remove committee expenses; then email it to the board</li> <li>11) Night enforcement drives</li> <li>12) Commercial vehicle resolution – draft a resolution based on the sample one and send it to the board</li> </ol>
Michael/Mark	<ol style="list-style-type: none"> <li>1) Panadero lot – send Jim a list of questions to ask the engineer prior to meeting him on-site</li> </ol>