

Cat Mountain Homeowners Association, Inc.
Board of Directors Meeting

Date: July 9, 2007

Time: 6:30 p.m.

Location: CMHOA Clubhouse • 6007 Mt. Bonnell Rd. • Austin, TX • 78731

1. **Call to Order: 6:25 p.m.** Present at the meeting were Board Members Mr. Adkins, Mr. Ma, Mr. Joseph, Mr. Johnson; Association Manager, Jesse Chargualaf; and Guest/Past Association President, Dick Oppenheimer.

Others in attendance included Ms. Adkins.
2. **Member Forum:** No new issues or questions were presented.
3. **Approval of Minutes:** Draft minutes for review, correction and approval.
 - a. Mr. Adkins requested the Board consider how detailed the minutes should be for Board meetings. The general consensus was to continue with detailed reports of proceedings, although some detail might be included as attachments to a broader set of minutes. The goal is to provide enough background on the decision making process to provide insight to future boards.
 - b. Mr. Joseph made a motion to include the detailed proceedings of the Treva Ladd discussion topic from the June meeting as an attachment to the June minutes. Mr. Johnson seconded the motion and it passed unanimously.
 - c. Mr. Joseph made a motion to approve the minutes of the June 11, 2007 meeting. Mr. Ma seconded the motion and it was passed unanimously.
4. **Financial Report:** Discussion of Association's financial activities and status.
 - a. Mr. Ma noted that he had emailed the Financial Report to Board Members earlier in the day. The current exported-from-Quickbooks form of the report appears to be acceptable. Mr. Ma noted that the General Ledger format was a useful document for an item by item study over the course of the past month.
 - b. It was noted that CMHOA was currently at \$2,000 in the black. He also suggested that, while legal fees are up, partially due to the decision to take a stepped-up approach to CCR enforcement, these expenses should average out over the course of the year and be in line with past years' expenditures.
 - c. Mr. Ma answered additional questions concerning the payroll tax item and quarterly pool payment item.
 - d. There was discussion on the current format of the Delinquency Report. Mr. Chargualaf noted that there was a discrepancy between his report and the one issued by Mr. Ma and this had to do with cut-off dates as some of the delinquencies had been corrected after the bookkeeper issued her report. Board Members agreed that it would be useful to set a cut-off date as the last day of every month to make year-to-year comparisons more meaningful. It was agreed that the over 90 and 120 day information was more pertinent in any case as there would always be some variables on 30+ data depending on the payment cycle. It was noted that delinquencies used to run \$8,000-13,000, whereas now they have dropped to under \$3,000 since the Board adopted a new collection policy and introduced the new bank-based payment coupons.
 - e. Mr. Johnson made a motion to approve the Financial Report. Seconded by Mr. Joseph and passed unanimously.

5. **Manager's Report:** Discussion of Association projects, incidents, and owner issues.

- a. Mr. Chargualaf reviewed the estimates he had received on repair of the east wall of the clubhouse. Mr. Schieff submitted an estimate of \$8,000-10,000 not including the electrical work which could run as high as \$10,000. Mr. Rodriguez submitted a proposal of \$3,750 but this did not include gutter work, and he made an offhand guess that the electrical might come in at \$3,000-5,000. All proposals include costs for bringing the repair up to code. Mr. Chargualaf will contact remaining vendors to get full bids to include electrical. The Board agreed to table the issue for this meeting and either resolve it at the August meeting if not before by telephone.
- b. Mr. Chargualaf noted that a large cedar tree is dying at the corner of Mountain Villa Drive and Twin Valley Drive and would need to be removed. Efforts taken previously to save the tree were unsuccessful.
- c. Mr. Adkins raised the issue of vegetation overhanging the retaining walls and deteriorating the stability of these walls. Mr. Adkins, Mr. Johnson, and Mr. Joseph agreed to drive the neighborhoods in the morning to make an assessment on the potential danger to these walls, whether there was a problem, and, if so, how to remedy the problem.
- d. The Board asked Mr. Chargualaf if there had been any reported flooding in Jessamine Hollow since the recent heavy rains and the answer was negative.
- e. Mr. Adkins agreed to call upon Mr. Revas regarding the delinquency on his payments.

6. **Old Business**

a. 2006 Federal Income Tax Filing

Board Members had previously received a copy of the filing from Mr. Bounds. Mr. Joseph noted that higher interest income drove up the amount of taxes owed.

b. Jessamine Hollow Follow-Up

Mr. Joseph reported that ECC Committee Chairman, Mr. Tom Thomas, had suggested the Board extend the deadline for outside work by 20 days because of the recent rains. It was agreed that anyone who had outside construction work going on at this time would fall into this same category and would be subject to approval if such an extension was requested.

Mr. Joseph agreed to contact the Association Attorney for any further developments regarding this matter.

c. Mt. Bonnell Flowerbeds

Mr. Chargualaf suggested that the Board consider funding plants to be planted around the edges of the beds to improve the appearance, with the understanding that next year the remainder of the beds (interior to the edges) could be funded. To do the edges of the four beds at this time would require funding of \$2,000.

Mr. Joseph made a motion to fund \$1,800 at the present time. Mr. Johnson seconded the motion and it was passed unanimously.

d. Mountain Villa Cove Retaining Wall

This item was tabled last month due to lack of time. There are railroad ties on the common area between two homeowners' properties that are rotted and in need of replacement. However, railroad ties cannot be used any more because of environmental restrictions. So the Association is facing the decision of whether to build a stone retaining wall at an estimated cost of \$20,000 in need of repair.

Mr. Chargualaf had a number of suggestions on how the restoration work might be undertaken. He noted that Connally Masonry has done all of the repair work in the past on Association walls and has proven to be the most economical. The Board requested that Mr. Chargualaf contact this company for a bid. Mr. Oppenheimer noted that he also knew of a company that might offer a competitive bid and he will forward this information to Mr. Chargualaf for follow-up.

7. **Committee Reports:** Status of committee activities:

a. **ECC Report**

Mr. Chargualaf gave the report for Mr. Thomas. Mr. Thomas-Clarke was given a deadline of December 10 on his home repairs.

It was noted that no action has occurred on the Chandler lot recently.

b. **Communications Committee Report**

Mr. Joseph stated that the next newsletter is due by the end of July or early August. Mr. Joseph agreed to take a lead on writing the requisite articles, noting that Ms. Jastram would have input regarding new homeowners. Mr. Joseph plans to focus on calling attention to the upcoming BBQ and National Night Out. He also noted that he had heard from several potential new advertisers.

c. **Social Activities Committee**

- i. Movie Night — This event is scheduled July 21 as a small event for children in the neighborhood, showing one or two movies, and providing soft drinks and popcorn.
- ii. National Night Out — This event is scheduled August 7. Mr. Joseph was contacted by the Police Department and subsequently received a packet in the mail. The Commander will come and speak to neighbors for 15 minutes. Mr. Joseph will see if free ice cream can be provided to the community. It is not anticipated to be a large event but should be a good way to create good relations between the neighborhood and police and emergency services.
- iii. Sunday Summer BBQ — This event is scheduled August 19. Mr. Joseph will contact several past contributors to the event to see if they would like to be involved. Mr. Joseph and Mr. Chargualaf agreed to repeat their performances of last summer as the Event Chefs. There was unanimous agreement to hold another Dessert Contest.

e. **Welcoming Committee**

Mr. Chargualaf reported that two new homeowners have moved into the neighborhood.

As a side issue to this, a problem during the recent 4th of July celebrations was reported in that several homeowners were firing fireworks off their balcony, some of which were misdirecting and launching into their neighbors' roofs and/or balconies and/or trees. It was agreed that this problem should be examined more closely for possible policy restrictions prior to next year's independence day. It was also noted that the Attorney had advised the Board to document all such cases of policy violation as a means of having a legal basis for curtailing such activities in the future.

It was noted that Mr. Warner had received a fine for a policy violation and had 30 days in which to appeal such before being subject to further action by the Board.

Mr. Adkins updated past president, Mr. Oppenheimer, on the Verizon Proposal that was currently in play. There has been no further action on this front, primarily due to weather, but the Board anticipates a proposal from them soon.

The Board also examined CCR policies with regard to temporary placement of dumpsters, pods, boats, and trailers. The Board agreed to take this up at a later meeting and see what might constitute acceptable policies regarding these various situations.

f. **Reserve Committee**

There has been no further action on the water heater replacement because Mr. Chargualaf has not heard back from the Association Attorney regarding on demand water heaters. Mr. Chargualaf already has quotes of \$595 or \$695 on two standard water heaters. Mr. Joseph agreed to contact the attorney for this information, and Mr. Adkins will forward information on several inquiries he made regarding the tankless heaters.

Mr. Joseph had bids on four refrigerators but basically recommended one because of the space constraints of the clubhouse kitchen and the swing distance for the door. The recommendation is a General Electric 16.6 cf midsize refrigerator for \$509.99. This does not include tax or delivery but does include haul away. The Fund had budgeted \$800 for this expense. Mr. Johnson made a motion to approve up to \$800 for this expense. This was seconded by Mr. Joseph and agreed to unanimously by the Board.

9. **Next Meeting:** Monday, August 13, 2007 at the CMHOA Clubhouse

10. **Adjournment:** Motion by Mr. Joseph to adjourn. Seconded by Mr. Johnson. The Board adjourned at 8:27 p.m.

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DRAFT 7/24/07