

**CAT MOUNTAIN HOMEOWNERS ASSOCIATION, INC.  
MEETING OF THE BOARD OF DIRECTORS**

**Date:** February 10, 2014  
p.m.

**Time:** 6:33

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

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1. CALL TO ORDER: 6:28 p.m. Present at the meeting: Directors Mr. Harter, Mr. Grant, Mr. Dully, and Mr. Blanchard; Manager Jesse Chargualaf; and homeowners of 5827 Westslope Drive. Director Mr. Harrison was not in attendance.
2. MEMBER FORUM: N/A
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS: Regular Meeting of January 13, 2014, and Special Meeting of January 21, 2014.

Mr. Dully moved that the minutes of the regular meeting of January 13, 2014, be approved with certain corrections; Mr. Grant seconded the motion; the motion was adopted unanimously.

Mr. Grant moved that the minutes of the special meeting of January 21, 2014, be approved as presented to the meeting; Mr. Harter seconded the motion; the motion was adopted.

4. FINANCIAL REPORT

- a. January 2014 financial statements: Reviewed. Mr. Harter inquired into the large amount in January 2014 for office supplies. The Manager stated that In January supplies are acquired to replenish stationary and envelopes given the mass mailings to the members in December soliciting candidates for Directors and in January for the materials for the Annual Meeting of the Members. Also, the Manager stated the costs of printing and folding materials for the Annual Meeting are also incurred in January. The Treasurer stated that he will get back to the Directors with the detail on these expenses from the General Ledger.

Mr. Blanchard asked why Architect's fees incurred in 2013 were not reflected on the financial results for 2013. The Treasurer stated that this was because the Architect's fees incurred by the Association are reimbursed by the homeowner who requests approval of final plans for a home. Since the expense and the reimbursement offset each other in the General Ledger, the net effect, which is a wash, does not make it to the P&L statement.

With the exception of the office supply expense for which the Treasurer will furnish additional detail, the Treasurer reported that there were no items in the current financials of note, and the results are generally in line with the budget. Mr. Grant moved for acceptance of the financial report; Mr. Blanchard seconded the motion; the motion was adopted unanimously.

- b. Review delinquent accounts: Reviewed. The Directors determined that no other action was required at the current time on any accounts, as no accounts, other than those that had already been referred for collection under the Association's Collection

Guidelines as of the date of the meeting, were at the point for referral under the guidelines. As of December 31, 2014, the amount of the outstanding accounts was \$3600; and as of February 7, 2014, the Manager reported that the amount had been reduced to \$1,395.

- c. Review of 2011-2012 Electric Bills. Mr. Blanchard reported that as he had not heard from Carla Cisco, an Austin Energy manager, he would write to her boss, if he does not receive a response in the meantime.
- d. Discussion and potential action on the collection letter. The President discussed the Association's attorney's suggested modifications to the collection letters. The Directors agreed that the modifications should be included in all future collection letters to accounts in arrears by 60 days or more. The Directors also discussed costs which are appropriate to have a delinquent account reimburse the Association. It was the Directors' consensus that only direct verifiable out-of-pocket costs should be charged, which include the costs incurred for the attorney's recommendation that certified mail, as well as regular mail, be used for the over 60-days delinquent collection letters.

5. MANAGER'S REPORT: Reviewed.

(Reference Item 2(a) and (b) of the Report) The Directors discussed the proposals received, respectively, for painting the exterior of the Clubhouse and repair of the Playscape. The Manager was requested to obtain additional proposals, since only one proposal had been received for each to date.

(Reference Item 4(c) of the Report) The Directors discussed the parking of a trailer on Hood Hollow. The Manager was asked to monitor the situation and report to the Directors if the situation continues or re- occurs.

Other than as discussed above, the Directors did not find any other matter reported which required action by them.

6. OLD BUSINESS

- a. Update on Common Area clean-up to address potential wildfire hazard. Not Addressed.
- b. Discussion and potential action on periodic covenant violations. Not Addressed.
- c. Discussion and potential action regarding compliance of 6016 Mt. Bonnell Cove with the Association's constituent documents and City of Austin requirements.

The President discussed the status of the matter and stated that the Association's attorney will prepare a complaint to be filed in court. The Directors requested the Manager to renew his inquiries at the City's Building Inspector's Office on the file they had previously opened on the matter.

- d. Discussion and potential action on the appeal by the owner of 5827 Westslope Drive regarding the ECC's decision on oak trees planted at 5836 Westslope Drive.

Mr. Grant made a motion: (1) that the ECC's decision in connection with the tree planted towards the northerly border of 5836 Westslope Drive remain unmodified, since the tree had been planted over six years ago and consequently no cognizable basis for action exists at this time; and (2) that, in connection with the tree planted

during 2013 south of the walkway into the house on 5836 Westslope Drive, the Directors conditionally affirm the ECC's decision on the condition that the owner of 5836 Westslope Drive enter into a written agreement with the Association memorializing his commitment to trim the tree upon reasonable notice should it grow to intrude above the ridgeline of the house on 5836 Westslope Drive; the motion was seconded by Mr. Dully; the motion was unanimously adopted.

e. Planning for the February 2014 Annual Meeting of the Members.

Mr. Grant moved that Mr. Dully, who is not standing for election, be appointed as the election judge for the Annual Meeting of the Members; Mr. Harter seconded the motion; the motion was unanimously adopted.

Mr. Grant moved that the amount of \$300 be approved for refreshments at the Annual Meeting of the Members; Mr. Dully seconded the motion; the motion was unanimously adopted.

7. NEW BUSINESS:

- a. Discussion of the request of the owner of 4717 Twin Valley Drive for possible assistance in arranging for the trimming of a tree on the neighboring property to the south-southwest of his house. Discussed. The President will contact the homeowner who made the request.

8. COMMITTEE REPORTS:

- a. Environmental Control Committee: The Chair of the Committee, Mr. Blanchard, provided a report on the activities of the ECC during the past month. Mr. Blanchard also discussed potential members for the ECC who might serve after the Annual Meeting of the Members.
- b. Communication Committee: The Chair of the Committee, Mr. Harter, stated that he was working on a new newsletter which will go out after the Annual Meeting of the Members.
- c. Social/Activities Committee: The Chair of the Committee, Ms. Casillas, provided a report covering upcoming events, the substitution of a Family Halloween Event for the Easter Egg Hunt, and a sincere Thank You to the volunteers who contributed to the success of the Holiday Party in December.
- d. Welcome Committee: The Chair of the Committee, Ms. Casillas, reported that the Committee had delivered welcome baskets to 12 new homeowners in January.
- e. Reserve Committee: The Chairman of the Committee, Mr. Grant, asked the Directors and the Manager to provide additional suggestions regarding what items of infrastructure should be considered next for refurbishment and life extension, taking into account the proposed painting of the exterior of the Clubhouse, repair of the Playscape, and replacement of the Clubhouse pool furniture.

9. NEXT REGULAR MEETING - March 10, 2014.

10. ADJOURNMENT: The meeting adjourned at 8:44 p.m.