

The Courtyard Homeowners Association, Inc.
MINUTES for Annual Meeting of the Membership
Sunday, January 31, 2021 – 6:00 to 8:00PM
Zoom Meeting

I. Call to Order and establishment of quorum

President Denise Hogan called the meeting to order at 6:00PM. She announced a quorum had been met because the required number of proxies were received in advance of the meeting. All Board members were present on the Zoom meeting, as well as Marilyn Childress, Goodwin Property Manager. A total of 65 Association members were present on the Zoom meeting.

The Board unanimously approved adding Jonathan Coon's presentation to the Agenda.

II. Approval of the Minutes of the January 26, 2020 Annual Meeting

The minutes were approved by mail-in ballot of the membership prior to the meeting. Mail-in voting was necessary because the meeting was held virtually due to the ongoing pandemic.

III. Presentation by Jonathan Coon of his Scenic Overlook Parking Proposal, owner and developer of Camelback property.

IV. Introduction of the Board of Directors.

Denise introduced the Board of Directors: Vice President, Konavis Smith; Treasurer, Jim Lloyd; Secretary, Waneen Spirduso; Board Members-At-Large: Henry Mistrot and Janet Wright.

V. Introduction of Committee Chairs & Reports

A. Environmental Control (ECC) – Diana Apgar, new Chair

The previous chair, Janet Wright, first reported 65 requests for approval of various requests for modifications in home construction, landscape development or changes. In addition, the ECC conferred with several home owners contemplating major changes, and helped some of them work with the city guidelines as they developed projects. In her parting words as outgoing chair of this committee, Janet said that she enjoyed her work with the ECC committee members and helping CHA members enhance their homes and yards for maximum enjoyment.

Diana Apgar, the incoming ECC Chair, reported that the committee held its first ever Zoom meeting to deal with its work, and that the meeting was quite successful. They reviewed and approved three new requests and reviewed all uncompleted projects that had been approved. Because a large number of members attended this Zoom annual meeting, she took the opportunity to remind members considering new home projects to first read the Declaration and new Architectural Guidelines that is on our website (courtyardhoa.org) before launching into their planning.

B. Community Park – Terry Edwards

Over the past year it became clear that the number of non-CHA owners who were using the park increased considerably. Several actions were taken to increase the security of the CHA Park for residents. The main gate was replaced with a taller gate and the pedestrian opening was secured by the addition of a pedestrian gate with security code. Additional signage was installed to reinforce that the park is private, for residents only. Following city Covid-19 rules, the spring Volunteer Day was canceled. A security guard, hired for the 4th of July and Labor Day weekends, reported that a substantial number of people, both walking and in cars, were either turned away by, or saw the security guard and did not attempt to enter.

The October Volunteer Day was extremely successful – 33 volunteers, a record number, worked all morning (individually or in small groups) to clean up the park and removed wildfire fuel to meet our Firewise commitments. Covid-19 guidelines (masks and social distancing) were strictly followed. In November, following the city’s guidelines, the “Closed” signs were changed to “Caution” signs.

C. Landscape – Ed Ueckert

Keith Sexton Landscaping continues excellent service for all Common Areas. This year we added semi-annual maintenance of Common Area 4. A lightning strike at the north community entrance destroyed the irrigation controller and damaged the electrical. Phil, the HOAs irrigation vendor, repaired the irrigation system and coordinated the repair of the electrical system. Joany and Lewis Price did a great job putting up the Christmas decorations at our south community entrance.

D. Security – Jim Lloyd

One vehicle parked on Scout Island Circle South was burglarized on 11/27/2020. Tools were stolen on Scout Island Circle North on 12/8/2020. Flock Security Company, which manages our security cameras, has made an agreement with Travis County Sheriff’s Office to share in real time our camera data. They are also currently negotiating with the Austin Police Department. We were also reminded to report all incidents to Jim and to the police.

E. Welcome – Erik Maye

The Welcome Committee virtually distributed 24 welcome packets this year for new residents and residents. The welcome process helps us greet new owners and residents, obtain important contact information, and communicate Courtyard Rules and Regulations. The committee launched a new “Welcome to the Neighborhood” article in the *Courtyard Caller*, and continues to update and manage the Courtyard Website Directory.

F. Social and Decorating – Joany Price

The Courtyard followed the Covid-19 Pandemic recommendations of the City to eliminate group gatherings larger than 10, which eliminated our usual social events (Easter Egg Hunt, July 4th, etc.) for the past year. Joany and her committee are looking forward to this next summer when hopefully our traditional social events can occur.

- G. **Communications** – *Courtyard Caller* Editor Jen Harold; Email Contacts, Tessa and Matt Halstead; Website Directory, Erik Maye. This communications team does an excellent job of keeping everyone informed. Thank you to our resident volunteer who updates the website. Recent updates include HOA documents such as the By Laws, ECC Guidelines, Rental Property Rules, Park Rules, Park Reservation Rules, Rules for the Boat and Trailer Storage and Launch area, and a draft of the new Fine Policy.
- H. **Compliance** – Denise Hogan, Chair, and new CHA member John Darmanin. In recent months, Rain Barrels that were not approved have been the main issue. It appears that members did not know the guidelines for the placement Rain Barrels and did not apply for ECC approval before installation. In an effort to encourage compliance, reminders were posted in email blasts and the *Courtyard Caller* to inform residents about various guidelines for Rain Barrels, Solar Systems, landscaping and other items that are regulated by the CHA.
- I. **Kayak** – Jim Vence, New Chair
Thanks to our outgoing chair Fred Wahlers for serving the community as Kayak Chair for several years. Our new Chair Jim Vence reported that the Kayak rack is 100% occupied, with 11 residents on the Wait List. Repairs and updates on the rack terracing area were excellently completed. The Rack Renewal period went very well with some turnover of slots and one slot holder removed for non-payment for renewal. The KCC Forms of Lease, Lease Renewal, and Eligibility were completed. by all KCC members. Jim has updated, reorganized, and recorded electronically all data forms and documents pertaining to the KCC rack.
- J. **Fire Safety Committee (FSC)** – Richard Stelzner
Covid-19 had a major effect on the Courtyard's Fire Safety activities as well as the Firewise Alliance activities. Texas A&M Forest Service and Austin Wildfire Division training ceased and communication was by group emails and secure website. Four quarterly meetings and symposia were held on Zoom. The In-person Home Ignition Zone (HIZ) evaluations offered by the FSC were suspended for 2020. Our annual Firewise Alliance application was submitted in mid-November and was accepted and we are certified as a Firewise Association member in good standing. Per FireWise community education guidelines, articles were published in the *Courtyard Caller* in January and from June through December 2020.
- K. **Area Development and Government Liaison** – Denise Hogan

After three years of negotiations, the CHA has negotiated an agreement with the developer of the proposed Hotel on Champion Tract 4 at the southeast corner of RM2222/Loop 360. The Board has worked closely with District 10 Council Member Alison Alter and her staff, the City, the developer Justin Mabey, other key area neighborhoods, and 2222CONA, and is in the final stages of the execution of a Restrictive Covenant that will protect our community and the general environment from potentially negative effects of the development.

The Restrictive Covenant reduces the size and height of the hotel, provides environmental protections, places limits on light and noise, and restricts access to Bull Creek with paddle boards or kayaks. In addition, the developer has agreed to even more environmental protections that were requested by City Staff. It's a big win for the neighborhood and the region to have achieved these additional protections. Another key win for the Courtyard is that the developer has agreed to erect a fence along the northern border of the Courtyard to prevent hotel guests from trespassing onto Courtyard Common areas, including the area behind all homes on North Scout Island Drive and the Courtyard Park.

Over the past year the Committee has participated with several area neighborhood groups to monitor and engage in various land development and construction issues that could impact our community. Some of the projects we monitor include the following:

- a) Champion Tract 3 Solera Senior Living Center on RM2222;
- b) Spicewood Springs Low Water Crossing elevated bridge;
- c) Booth property proposed PUD amendment to convert the Booth property to a public use art installation after the death of the owner;
- d) 11 acres at Spicewood Springs at Yaupon proposed hotel development which was subsequently purchased by the City for parkland;
- e) Courtyard/360 intersection and 360/2222 intersection changes. The committee has engaged with TxDOT and Camelback developer Jonathan Coon to discuss changes in the design of the intersections which will benefit the area and help reduce overflow into the Courtyard; and
- f) overhaul of the Land Development Code (tabled by the City for the time being).

VI. State of the Association, Review of 2020

Denise described the major accomplishments achieved by the Board in the past year. They included major cleanups in Common Areas 1 and 4, ball moss removal in the Park and the common area at Parade Ridge, and Firewise mitigation in the Park. The HOA is very pleased that several positive resolutions were made with the developer of the Champion Tract 4

proposed hotel that will protect the security, beauty, and pleasantness of our community. Finally, contact data were rigorously updated on our website directory.

Several Rules updates were accomplished: Amendments to the by-Laws to provide for creation of a Fine Policy, revision of the ECC Guidelines, creation of rules for properties that are leased to tenants, revision of the Park Rules and Park Reservation Rules, and codification of existing Boat and Trailer Storage and Launch Area Rules.

VII. Financial Report – Jim Lloyd

As of 11/30/20 our bank account balance is \$176,006.38. We have one resident with unpaid 2020 fees.

VIII. Election of two directors for three-year terms.

The pandemic necessitated that ballots be mailed to the membership in advance to the Zoom Annual Meeting. A ballot, which contained the names of the two nominees for Board directorship (Konavis Smith and Waneen Spirduso) was mailed to the membership in advance of the meeting. Prior to the meeting the ballot results were reviewed and tabulated by Marilyn Childress, Goodwin Property Manager on behalf of the Association. Both Konavis and Waneen Spirduso were elected to serve as Board members for the next three years.

IX. New Business

Denise gave a summary of both the revised ECC Guidelines and the Draft of the Fine and Enforcement Policy.

X. Old Business – None

XI. Resident Forum: Thirty minutes were provided for questions or comments from members, with no more than three minutes per speaker.

Question and comments from members related to safety in the park particularly around the playscape, illegible addresses on some homes, difficulties connecting with the CHA website. One member stated he believes the Board cannot change By-Laws without a vote from the membership. One member did not agree that the Board can change By-Laws without a vote of support from the membership.

XII. Next Annual Meeting: January 30, 2022
Next CHA Board Meeting: February 16, 2021

XIII. Adjourn

Konavis moved to adjourn and Jim seconded. The motion passed unanimously, and the meeting was adjourned.

approved 1/30/22

Denise Hogan, President