

APACHE SHORES PROPERTY OWNERS ASSOCIATION
14919 General Williamson Drive Austin, Texas 78734
Office: (512) 266-2719 Fax: (512) 266-3910
Website: www.apacheshorespoa.com

Official notice is hereby given for the Regular Meeting of the Board of Directors of Apache Shores Property Owners Association at the ASPOA Community Hall at 14919 General Williamson Drive, on Wednesday, April 27, 2011, at 7:00p.m. All members are invited to attend.

Items on the Agenda

1. Call to order
2. Roll call / Establish a quorum
3. Approve Prior Meeting Minutes
4. Approve any valid absences
5. Directors Reports:
 - a. Presidents Report – Michelle Dent
 - b. Treasurers Report – Wade Kokernot
 - c. Any other Directors reports
6. Property Management Update - Paul Meisler / Judy Phelps
7. New Business
 - a. Brush Control Emergency Measures
 - b. Electrical Improvements at Lakeside Park
 - c. Sidewalk at General Williamson Parking Lot to Pool
 - d. Code of Ethics
 - e. Misc.
8. Members Comments
9. Adjournment

*As a courtesy to all members, discussion will be limited to (3) minutes per member. Thank you.

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MINUTES OF THE REGULAR MEETING

April 27, 2011

- **7:00 - Meeting Called to Order** by President Michelle Dent
- **ROLL CALL:** Present: Directors: Cawthon, Coney, Dallas, Dent, Kokernot, Lougee, Nielsen, Saile, Stewart, and Wood

Absent: Director Martinez

Established a quorum

- Motion made by Director Lougee to approve the minutes from the previous regular Board meeting held on March 23, 2011.

Motion second by Director Saile

Motion Passes: Yes: 8, Abstain: 2, Absent: 1

Directors Kokernot and Stewart abstained since they were did not attend the board meeting.

- **DIRECTOR'S REPORTS:**
- **President's Report:**

President Dent introduced the new Board members, Terri Stewart and Wade Kokernot. She also reported on the new Officers on the Board and Committee Chairs. She announced that beginning in May 2011, the Board of Directors Meeting will again be held the 3rd Wednesday of the month, with the ARC meeting the 1st Wednesday, the Board Workshop on the 2nd Wednesday and Deed Restrictions on the 4th Wednesday.

- **Treasurer's Report:**

Treasurer Kokernot deferred to Judy Phelps of Pioneer Property to give the Treasure Report. Judy reported that we're ahead in actual income by almost \$11,000. And have over \$179,000 in assets. Mikus Grinsbergs asked if it was expected that lower expenses and higher income will continue. Ms. Phelps said she expects it will even out over time. She reported that sometimes Expenses look out of line, but it is due to the annual expense being amortized over the entire year in monthly increments, rather than as a 1 time annual expense – such as insurance. Income is reported as received. Ms. Phelps reported that moving the Board meeting to the 3rd Wednesday may cause lag in reporting the previous month's financials since they may not be completed.

- **PROPERTY MANAGEMENT REPORT:**

Judy Phelps talked about a change planned to allow reporting of violations and will include items that constitute violations. The form will require the name and address of the person reporting the violation. She noted that the Deed Restrictions committee is defining items to be noted, or not, on drives. She is working on getting information accurate to show correct address/owners with the new software and the photos that clearly show the violation. After the last Deed Restriction drive 99 friendly reminders were sent out, 39 residents were sent warning letters, 28 homeowners have been moved into various fine stages.

- **MISCELLANEOUS:**

Director Lougee gave information about this year's schedule for security at Lakeside Park: Larry Kincaid will be providing security May 14, 2011 until September 17, 2011 with an extra day on Memorial Day, 4th of July and Labor Day Weekends. New Parking Permits will be available in the next 2 weeks. Nancy at the office and Security on the weekends will be handing out parking permits again. 2 free permits per homeowner. Renters will need to submit Renter Release to be assigned permits.

Director Cawthon spoke about posting signs to encourage brush control with free vouchers to allow property owners to take dry brush to TDS. This program is NOT for property owners who are landscapers by profession to take large quantities of brush for disposal.

- **NEW BUSINESS:**

Motion made by Director Cawthon to allocate up to \$1,000 for Community Brush Control as Emergency Fire Control Measures from Maintenance Budget. This will allow AS property owners to receive free vouchers to dispose of brush from personal property with TDS.

Motion second by Director Saile

Motion Passes: Yes: 10
Absent: 1

- Motion made by Director Cawthon to allocate up to \$2,000 for Electrical Improvements to Lakeside Park

Motion second by Director Lougee

Motion Passes: Yes: 10
Absent: 1

- Motion made by Director Saile to Allocate up to \$4,000 from Special Assessments to construct Sidewalk from General Williamson parking lot to swimming pool entry gate. Design to be approved by Board

Motion second by Director Dent

Motion Passes: Yes: 8
No: 2 Directors Nielsen and Wood
Absent: 1

Directors Nielsen and Wood prefer a temporary pathway to see where public use indicates location of a permanent sidewalk and to prevent need to redo as Land Use program moves forward at Gen. Williamson project.

- Motion made by Director Lougee to adopt the Code of Ethics as written.

Motion second by Director Saile

Motion Passes: Yes: 9
No: 1 Director Dallas
Absent: 1

Director Dallas feels the Code of Ethics as currently written is not observed or enforced and probably needs to be reviewed & revised.

- Motion made by Director Dallas to move forward in the application process for used MH proposed to move onto lot at 2681 Crazyhorse Pass after Pre-Inspect by McComis only noted minor deficiencies. If approved, packet will be sent to McComis for plan review.

Motion second by Director Wood

Motion passes: Yes: 10
 Absent: 1

- **MEMBERS INPUT:**

Catherine Robertson (Chisholm) – in response to Director Cawthon’s remarks re: Emergency Brush Control Measures, reports that an adjoining property at Long Bow/Red Feather has a large pile of brush (similar in size to a 2 car garage) in the back portion of their lot. She states that the pile of brush is not visible from the road. She stated that this is a great cause of concern given the current drought conditions and fire danger. Director Cawthon suggested that Ms. Robertson send a written complaint w/photo since Pioneer Properties is not allowed to drive onto properties during property tours. Judy Phelps will meet w/Ms. Robertson after the meeting to discuss options.

Catherine Robertson (Chisholm) – Sent email re: Her mailbox and metal grate in roadway were run over by Carter Homes work truck. She said that Nancy, in ASPOA office, told her that Carter Holmes is bonded. Ms. Robertson said that her main concern is the damaged metal grate as a danger to traffic. Director Cawthon suggested she file a police report and send it via certified letter with Photos to Carter Homes. She recommended that Apache Shores check out the construction site at 2903 and 2904 Chisholm since she believes the damaged grate is on Apache Shores property.

Hilario Vega – Requested information about the guidelines for fence height in front of a property. Director Nielsen said that within the guidelines, the ARC could give approval. A request that falls outside the guidelines would require Board approval. He was asking about a 5’ fence. Director Dallas explained that the guidelines allow for a fence in front of a property so long as the fence is no more than 4’ high and of open construction.

Nelly Coward (Hunters Pass) – Ms. Coward recounted a continuing problem with billings on her fees and special assessments. She states that someone from Pioneer Properties personally presented a Notice to Serve for \$2,000 in back dues. Ms. Coward reports that she spoke with Mike Reinholdt and John Goldman about this and later received a message from Mr. Reinholdt that the suit was dismissed. She said her account currently shows multiple units and that there is a current balance on their account for \$2,325.95. Ms. Coward reports she was told that there is a software malfunction. Judy Phelps of Pioneer Properties said that she would meet with Ms. Coward after the meeting. Director Dent stated that while she was Treasurer, she identified several accounts that had incorrect overdue balances. She stated she had worked all of one day with Mr. Meisler and employees at Pioneer to identify the problem. She believes they have found that at least some of these errors were because of a “recapture” process that can be corrected.

Catherine Robertson (Chisholm Trail) – Ms. Robertson reports that she is being charged \$285 for overdue billing for 2010, but she states she never received a notice of overdue amount until the notice for special assessments for 2011 were sent.

Mikus Grinbergs (Great Eagle) – Mr. Grinsbergs stated his recent bill from Pioneer “makes no sense.”

Thomas Delaney (Brass Buttons) - Mr. Delaney said he had not been contacted since filing his complaint on April 5, 2011 about a neighboring house being advertised and operated as a vacation rental and asked for update. Director Dent said that Paul Meisler of Pioneer Property was trying to define the legal recourse by way of Apache Shores deed restrictions. Director Dallas said that Mr. Meisler had commented that it would be helpful to receive reports each time the occupants and activity at this property are a nuisance to neighbors. Mr. Delaney reported that another Apache Shores property (owned by a different owner than the Brass Buttons property) is being advertised as available as a dock for outdoor weddings.

Meeting adjourned by President Dent at 8:05 pm.

The next Board of Directors Regular meeting will be held on May 18, 2011 at 7 PM