

## **I. Called to Order**

Marshall called to order the meeting of the Villas of Babcock (Summerwind) HOA Board at 649 pm.

## **II. Roll Call**

The following directors/officers were present at the meeting: Marshall Pipkin, Javier Gutierrez, Rao Indugu Duryodhan, Monica Leos, Ferhat, and Karen Mueller (Secretary).

The following members/residents were present: Angela Casas, Martin Salazar, Jannel Gonzalez

Marshall gave Thank you to everyone for efforts to improve community.

## **III. Officer Reports**

Treasurers Report:

- Financials updates provided to Marshall by Trio but final financials for month are not completed until middle of month. New account for park opened with \$2250. Also, gate account opened with \$3790. Our reserve balance is \$20,133.81, with one May transaction still pending making the total \$25,133.81. There is \$48,054.87 in operating account. All accounts total \$79,228.68. Since financials are not complete until mid-month, suggest moving meeting to end of month so financials are available. Some discussion ensued about budget details.
- Marshall reported that a \$5500 payment was received on past dues from a member that had previously requested a discount on their overdue account. Discount was not provided. Full amount paid.
- Monica questioned outstanding collections balance. Actual amount not available but at last glance we had collected about 48k of 65k collected. We will have final financials in next week or so. Martin Salazar mentioned that board members can go to the board portal to see the information. Karen reported that financials just received from Trio does include the Account Aging detail report and the total shown there is \$25,559.09. Martin also provided Marshall the link to the attorney website previously. Marshall looked and as of 4/30, there is \$11,266 with the attorney and about 14k outstanding in other collections.
- Monica questioned if we have a budget per item. The budget is posted on the website, but for actuals Martin shared that it is on board portal. Karen mentioned the financials recently sent also has some details. Monica questioned total operating budget. Marshall reported since dues were increased the total changed. Karen reported that based on financials just received it shows \$63,910. Monica questioned if all income had been allocated. Marshall reported yes all income is allocated. Monica questioned total budget for improvements. We did have a Landscaping improvement allocation but it was moved to Park allocation. Some discussion ensued.

- Duryo motioned to accept financials as presented. Ferhat seconded. Motion carried.

Secretary Report:

- Minutes from May meeting were provided to BOD in advance. No corrections required. Marshall made a motion to accept minutes. Monica seconded. Motion carried.

**IV. Old Business**

Business completed via email:

- Invoice for globe for gate light sent by Duryo to Marshall. The reimbursement is in process.
- Ferhat still has a pending reimbursement for 2<sup>nd</sup> quarter event. Marshall had Trio request clarification on original amount. He answered and reimbursement should be coming.
  - o Monica wanted to state on record that not all members were invited to last event and they felt it was a private event vs an HOA event. Marshall attended and event was very well attended. Javier questioned where invitations were delivered. Ferhat delivered to all homes except for 2-3 houses where volunteer ran out of printed invites but she verbally invited the residents. Concern expressed for owners that do not live in the neighborhood. Additional discussion ensued. Question raised if date for event was voted on in board meeting. Karen reported yes, but possible rain date was not voted on. It was agreed that in future, invites should be emailed by Trio, posted on board and website and any date change should be voted on by board.
- Began discussion on improvements for park. Monica motioned to table the discussion/action on playground until general maintenance can be addressed. Javier seconded. Monica and Javier in favor. Ferhat, Marshall, and Duryo opposed. Motion not carried.
  - o Reviewed 2 proposals from Duryo. Discussion ensued. Concerns expressed about utilities easement and fact that equipment was not commercial grade, which may expose us to liability. Monica mentioned bylaws has \$4000 limit and expense over that must be approved by membership. Marshall suggested getting the new weed paper and mulch put in place since we may not have budget necessary for commercial equipment. One proposal, to add 3" wood mulch and new weed fabric was a quote for \$835. One proposal indicated movement of the existing Miracle equipment. This total would be approximately \$5000. Second plan proposed putting new playset on the green area, with no movement of existing equipment. Proposal would include new border and new mulch. Total would be approximately \$7000. Also suggested installation of water fountain. Martin questioned if children are using the green area. Reported yes they do, including baseball which is not desirable. Karen questioned why we would want to pay to move the existing equipment. Duryo mentioned plan was due to SAWS easement. Karen questioned if the easement was 5' or 15'. Javier reported typically 15' but utilities should be brought out to confirm. Discussion ensued. Monica suggested putting picnic tables in the back since they are moveable. Monica has issue that playground system only has a 5-year warranty and is not commercial grade. Some discussion ensued. Angela Casas mentioned that due to the amount it has to be taken

- to membership for a vote. The believed limit is \$4000 but needs to be confirmed. Due to budget Marshall suggested for now we may just be able to do the mulch. Angela Casas questioned if lighting and security has been addressed. Javier agreed we should address lighting and security before working on new improvements. It was reported some lights are out. Dan the electrician is coming tomorrow and can provide a quote on fixing the lights. Martin reported we already have a quote on cameras for the park. In addition, the WIFI needed for cameras is already in the budget. Martin mentioned we already have one quote for cameras. Monica mentioned at least 6" of mulch needed. Duryo questioned if this maintenance was not included in the landscaping contract. It is not. Bexar mowing does regular mulch in the community free of charge, but the park requires specific mulch. Bexar Mowing will do cleanup, new weed fabric and 6" of mulch for \$1200. Some discussion ensued. Motion by Duryo to accept quote for \$1200 by Bexar Mowing. Ferhat questioned when it would be completed. Monica indicated likely 3 weeks to do cleanup, then the following week for installation of new kiddie mulch. Some discussion ensued. Revised motion to allocate budget of \$1200 for cleanup, new weed paper, and 6" mulch within the next 2 weeks to any company that can meet the deadline. Martin mentioned we will need to ensure we get W9s for Trio and ensure appropriate insurance. Karen expressed concerns about specifics of materials. Some discussion ensued. It was suggested we need to be requesting written quotes to ensure quality materials. Within one-week quotes to be provided. Motions withdrawn. New motion by Marshall to consider written quotes within 1 week. Javier seconded. Motion carried.
- Discussion on camera security ensued. Duryo recommended Blink cameras from Amazon that will store data on cloud for up to 60 days. Batteries last for up to 2 years. Cameras will alert when battery is at 30%. Martin reported that IPView previously provided quote that was \$3000. Blink cameras are 3 for approximately \$300. WIFI is already in the budget so we just need to schedule activation. Some discussion ensued. Monica motion to get WIFI activated and proceed with installation of 3 Blink cameras. Javier seconded. Motion carried.
  - Duryo motioned purchase 2 new swing seats for Miracle equipment. Ferhat seconded. Motion carried.

## **V. New Business**

- Marshall brought up painting maintenance needed and camera issue due to pole at gate that needs capping. Monica is getting separate quotes to paint walls, gate and all metal structures. Also, will be getting quotes for Force painting needed for neighborhood ACC maintenance issues in next few days. Quotes will be sent to board. Original quote fell thru due to insurance issues.
- Ferhat brought up discussion about lights at gate. Discussion ensued. Dan the electrician coming out tomorrow and will need to review gate light issues and install the bulb Ferhat bought. Martin mentioned that one right side gate light consistently has a problem due to vibration of the entrance gate. Duryo mentioned socket appears broken. Monica will get quote for repair from Dan tomorrow. Monica requested nothing be ordered in future without board approval.

- Martin questioned about temporary gate passcode provided in January, 94639, that was created. It is still used very often. Marshall suggested board will have to come up with plan before retiring it so that gate is not vandalized.
- Martin reported that Trio had previously asked about basketball goals and the board had agreed that they could have them, but couldn't leave them in place 24x7 and when not in use. Kids are playing in street and moving the island lights to shine on the basketball goals. Some discussion ensued. Monica mentioned we can hire someone to remove them after force compliance letters are sent or can engage attorney but that entails cost. Trio needs to start sending the violation notices – courtesy, second warning and then force compliance. Monica questioned why there is no follow-up on the force compliance notices being sent.
- Regarding fences, Trio has not sent appropriate compliance notices. Monica talked to Jessica at Trio and she is the one that said we can hire someone to force compliance or we can engage the attorney but that can potentially be fees the HOA ends up paying. Marshall will reach out to Trio to see what's been done thus far and what our options are. Monica reported some homes have gotten up to 6 notices for compliance issues but no force maintenance has been done. What is the action we are going to take for the Force Compliance notices sent? Fences, painting of garage and front doors, removing basketball goals, etc. Marshall questioned if we were enabled to enter personal property and remove items. Noted that basketball courts are not on private property, as sidewalk is common area. Some additional discussion ensued. Marshall suggested hold an executive session to address individual issues at a future date. Karen suggested send courtesy notice to members to let them know that force compliance is starting as of given date.
- Monica questioned when the next event will be. Based on board decision, it will be in 3<sup>rd</sup> quarter. Marshall suggested add to new business for discussion at next meeting.
- Marshall mentioned that one member with issues about fences has enlisted the assistance of an attorney. No further details at this time. More information to come.
- Monica needs status on fixing valve that is leaking at the front. Bexar Mowing quote is \$150. Some discussion about vendors ensued. Marshall requested official quote. Angela questioned if all maintenance has to be voted on or if some can be done under an established limit. Karen reported board previously used to have petty cash and allow maintenance items to just be fixed under an established limit. Marshall requested to add to new business to approve maintenance under determined limit to be able to occur without awaiting a board vote. Marshall motioned to have Bexar Mowing fix valve for \$150. Duryo seconded. Motion carried.

## **V. Next Meeting**

- Tuesday, 7/20 at 645p for next regular BOD meeting. Brief meeting on 6/29 645p for limited agenda to review completed financials and have Executive Session.

## **V. Adjourn**

Marshall adjourned the meeting at 826p.