

**UTGCC HOA Meeting Minutes
November 26, 2019, 5:30 PM**

Board Members in Attendance: Richard Clark – President
Matt Lipinski – Director
Linda Messer – Director
Kaci Maglich - Goodwin

Meeting called to order at 5:35 pm and a quorum was established.

A. Minutes from the October Board meeting were approved.

B. Homeowner Questions: None

C. Managers' Report

- a. Common Area Vendors – No Change
 - i. Allied – Guards
 - ii. Urban Dirt – Landscaper
 - iii. Viper Solutions – Gate System
 - iv. Hello Concierge Service – Janitorial
 - v. Austin Pool and Spa – Fountain
 - vi. GTM Electric

D. Financials

a. Balance Sheet

Total Cash Assets
September

\$1,185,487.81

October

Checking Western Alliance	\$ 28,442.06
MMA – Western Alliance	\$ 503,340.80
Reserve MMA – First United	\$ 120,177.33
Reserve CD – Western Alliance	\$ 240,384.66
Reserve CD – Mutual of Omaha	\$ 240,000.00
Petty Cash – Western Alliance	<u>\$ 1,000.00</u>
Total Cash	\$ 1,133,344.85

Accounts Receivable

Prepaid Assessments - Delinquent	<u>\$ 31,762.53</u>
Total Accounts Receivable	<u>\$ 31,762.53</u>

Total Assets \$1,165,107.38

Liabilities & Equity

Prepaid Assessments

Prepaid Assessments – Paid Early	<u>\$ 18,527.96</u>
Total Prepaid Assessments	<u>\$ 18,527.96</u>

Fund Balance

Fund Change 2018	\$ 546.50	
Tran Fr Prior Mgr	\$1,021,068.66	
Fund Change	<u>\$ 124,964.26</u>	
Total Fund Balance	\$1,146,579.42	
Total Liabilities & Equity		<u>\$1,165,107.38</u>

	Month – Oct	YTD
Income Statement	\$ 44,350.18	\$675,272.46
Operating Expenses	\$ 83,258.57	\$550,308.20
Fund Change	\$(38,908.39)	\$124,964.26

E. Delinquencies/Collections – Includes Fees

Currently Due	\$ 815.00	
30-59 Days Past Due	\$ 1,375.00	
60-89 Days Past Due	\$ 900.00	
90 Days Past Due	\$28,526.28	
Total Outstanding Balance	\$31,762.53 (\$26,526.28 Assmts/\$2,711.25Fees/\$525 Fines)	

F. Compliance Inspections – Two Drives Per Month with a total of 53 open violations between 8/1/19 – 11/19/19

Total Property Violations Cited for **October** – 55

Violations of at Least 3 or More – 10

Most Common: Landscaping - 29 Trash Cans - 9 Unsightly – 9

Total Property Violations Cited for **November** – 23

Violations of at Least 3 or More – 3

Most Common: Trash Cans - 7 Vehicles - 5 Basketball Goal – 3

G. Board Actions since last meeting

- a. Fountains RPZ Cover
- b. Gatehouse Low Clearance Bar

H. Subcommittee Updates

- a. Firewise
 - i. Ron Levin gave an update on Firewise actions around the community. He brought a sign that he requested be posted at the entrance of the UT Golf Community. The Board recommended the sign be posted in Steiner Ranch rather than inside the UT Golf Community. Ron asked the Board to send a notice to the UTGCC community asking for volunteers.
- b. Gatehouse/Incident Committee
 - i. Previously approved cameras have been installed (visitor lane oncoming traffic, inside gatehouse, facial recognition).

- ii. Request for a small monitor to view cameras in the bumpout was approved.
- iii. Request for bollards to narrow the visitor lane to keep vehicles away from the gatehouse was approved.
- iv. Repair to gatehouse is 98% complete. Vendor ordered special end caps which will complete the project, approximately in the next two weeks. A supplemental claim for additional work was submitted to insurance, which also included the Goodwin Administrative Fee. The fee was previously denied by insurance and will be billed to association.
- v. Request for a second hard drive to save video for two months instead of one month was approved.
- vi. The request to replace the heating/AC was approved. Recommend the Tran unit with SER 16 be purchased from Radiant.
- vii. Incidents in October – there were 38,000 RFID tags read through the resident lane during the month of October. The daily average is 1,226. During this same time period, there were four incidents of cars tailgating and hitting the gate, all involving non-residents. Percentage of incidents for 31 days is .0001.

c. Landscape Committee

- i. New landscape contract with Sunscape was approved and must be executed by Nov. 29. Contract is effective Jan 1, 2020. Matt recommended, Linda seconded, and all three Board members voted in favor.
- ii. Firewise will report to this committee.

d. ACC/Compliance Committee

- i. Legal response is pending regarding the recording of the fine and gate policy.
- ii. Representation of UTGCC HOA on the SRMA Architectural Committee is still pending. Richard will follow up with Dewey.

e. Traffic and Safety Committee

- i. Waiting on a bid for paving or patching the road from Quinlan to the UT Golf Club. Committee talking with contractors. Lane striping of University Club Drive between Quinlan and the Golf Club roundabout has been approved. Work will be performed after repair decisions for the same segment of road are made.
- ii. Radar signs are being considered for purchase prior to paving.

f. Long Range Planning Committee

- i. Electric bills and deposit that have been paid by the HOA for gate at 11401 ½ Eagles Glenn Drive will be billed to the homeowners who live behind the private gate. Matt to finalize letter to homeowners and transfer date of City of Austin account.
- ii. Account will be transferred to those homeowners for future payments, as well as responsibility for any maintenance of the gate.
- iii. Goodwin will modify financial reports in order to separate reserves from the operating budget. Anticipated implementation is January 2020.
- iv. Waiver form for residents to request email notifications in lieu of mailed notification is under review by legal. Dick to follow-up with Dewey.

I. New Business

- a. Address stencil is pending a standardization policy for the community. (not sure what this is)

The meeting moved into Executive Session at approximately 7:00 pm.

The meeting was adjourned at approximately 7:30 pm.