

# Austin Lake Homeowners Association Monthly Meeting Minutes

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January 8, 2015

## Officers in Attendance:

Wilson Pulgarin, President  
Charles Hunter, Treasurer  
Matt Callaway, Secretary  
Jim Kost, Grounds  
Lacy Kelly, Social  
Chris Mount, Architectural

Absent: Dave Hanlan, Vice President

- I. Call to Order
- II. Welcome
- III. Approved minutes from December meeting.

## IV. Topic Discussed

### 1. Treasury Report:

- a. Dues collected to date from ~70% of households compared to ~40% this time last year. Attributed success to sign at front of neighborhood and email sent in mid-December. Board noted that N. Cooper Lake residents may not see sign or be on email list.
- b. Charles places letters in mail for delinquent dues when necessary.
- c. January 1 is the actual official due date for annual dues. Board has right to enforce 10% late fee 10 days after due date. Has never been enforced to knowledge of any current board members.
- d. Charles reviewed 2014 budget actuals. Budgeted clubhouse HVAC replacement was not needed, leading to a larger than expected contribution to reserves.
- e. Charles noted that 0.01% interest is not ideal and that he had inquired at Regions Bank for options. Board discussed different interest bearing account options at different financial institutions. Community Bank of the South is local and offering 0.50% on a 12 month CD.
  - i. Motion made to move reserves (money market account) to Community Bank of the South in a 12-month CD at 0.50%. Wilson Pulgarin and Charles Hunter will be signatories. Seconded and Approved unanimously.
  - ii. Checking account to remain at Regions.

### 2. Grounds and Maintenance

- a. Wilson noted lockbox/lock combinations for various doors/gates can be obtained from Greg.
- b. There is a phone number on each pool key to call and request for additional copies. New residents should get keys from previous home owners but this doesn't always happen. New homes on N. Cooper Lake also need new pool keys.
- c. Tennis committee led by Howard Smith has collected estimates for early spring resurfacing, a temporary improvement while reserves are built to pay for complete court replacement.
- d. Metal pool deck chairs need to be repaired – Wilson has a contact for repairman.
- e. Greg's repairs around clubhouse underway, he's been paid partially.
- f. Should set up meeting with landscaping contractor for property walk-thru.
- g. Extensive discussion on landscaping contractor, quality of work of last several services used, and need for improvements to neighborhood entry area and clubhouse/pool area.
  - i. Jim received 3 quotes for annual service contract. All but one would provide service 50-52 weeks/year. Existing provider only includes 42 weeks of service/year.
  - ii. Jim will distribute quotes to Board. Jim will follow up with the best quote to tighten up the language regarding specific services provided and ensure everything we want included is included in order to avoid a la carte charges during the year, i.e. tree trimming, better varieties of flowers, two applications of pine straw, etc...
  - iii. Jim will also ask for a multi year contract for maintenance and capital projects to see their ideas for getting us to where we want to be in 2-3 years from a landscaping/appearance standpoint. Wilson will send quotes from last year to Jim (from Gibbs and Champion) for comparison.

### 3. Social

- a. Wilson provided notes for Lacy. Clubhouse has a \$25 rental fee and refundable \$100 deposit. List of regulations is on website and on wall in clubhouse. Lacy also noted she met with Leah and received email access information.
- b. Lacy needs access to website calendar from Erin.
- c. Wilson proposes a welcoming committee for new residents, noting one has existed in the past.

4. VP Update

- a. Dave Hanlan new VP, cannot meet on Thursdays. Board agreed to make next meeting Tuesday 3 February. At that time a permanent monthly date will be decided.
- b. Wilson noted that the annual meeting included neighbor discussions on capital reserves planning and an evaluation of all expenses including insurance, pool/lake/landscaping contracts was requested. Insurance quotes will be obtained to find the least expensive policy(s).
- c. A copy of latest Capital Plan from 8 years ago was reviewed and it was noted that Boards in the past have not followed the plan. A soft copy will be located to publish on web site. This Board's plan is to identify and accomplish a good number of the smaller and needed capital reserve projects in order to have a good plan going forward to present at the 2015 annual meeting in December.

5. Architecture Update

- a. Wilson met with Lot 2, everything with drainage checked out ok.
- b. Chris will look for committee members. Guidelines were set up last year but there has been no enforcement. Reminder email should be sent to neighborhood i.e. architectural guidelines.
- c. Speeding remains an issue along Austin Lake Dr, particularly along the area from Traymore Trace to Cardinal Chase. Potential remedies for mitigating speeding were discussed. A stop sign cannot be approved by this Board. That is a city of Smyrna issue. Wilson will reach out to his contact with Smyrna police re: bringing digital speed sign back and locating it closer to the straightaway on Austin Lake near Traymore Trace. With the influx of families with small children over last few years, speeding issue needs to be addressed.
- d. Replacement of the tennis courts is clearly the next major expenditure. The plan is to completely rebuild tennis courts. Discussion occurred around timing of court resurfacing and court replacement. The feasibility of a one time assessment v. building up reserves over ~3 years along with the rising costs of replacement were discussed. Further study to be conducted by Howard Smith.

Meeting Adjourned.