

**Neely's Canyon  
HOA Board Meeting Minutes  
October 28, 2019**

- **Call to Order** – Board president Sally Drews called the meeting to order at 7:00 p.m. Also attending were board members Michael VanSickle, Greg Foss, and Robert Trent. Terry Vaughn was on travel and unable to attend. Mike Hill represented Granite Properties. Five additional owner/residents were present to observe.
  
- **Old Business**
  - Unit balcony railings replacement update: Mr. Hill patiently provided a detailed explanation (a repeat of his explanation at the last Board meeting July22) behind the currently in-progress Board project replacing or modifying all balcony railings to meet the HOA's insurance coverage 'new loss control' requirement. Design needs to keep any openings under 4", and discourage any 'ladder effect'. Mr. Hill's original explanation is recorded in the July22 meeting's minutes. He further updated the assembly that the Board, with Mr. Hill's assistance, is steadily working through a process of email and meetings with the architect, viewing drawings and mockups, discussing specifics of design, timeline, bids and possible payment options.
  
- **New Business**
  - Ms. Drews reported an owner/resident has been served a warning regarding their driving on Neely's road well above the posted speed limit.
  - Mr. Foss detailed the request that Granite repaint the stop lines on the roadway adjacent to the bldgs 8-11 carports at the intersection with the small Spicewood entrance. Discussion followed regarding the possibility of adding a stop sign and a mirror to add safety to the blind intersection. Mr. Hill will proceed with the repainting and investigate cost for adding a mirror.
  - Though Mr. Trent had earlier posted a timely notice of the meeting on the Neely's Yahoo Group, Ms. Drews addressed attendees to state the Board was aware the meeting notices at the mailboxes were posted much too late, and requested Mr. Hill make hanging those signs an automatic task in the future. Mr. Hill agreed and added that it was Granite's responsibility.
  
- **Neighborhood Watch co-captain Jane Reynolds reported:**
  - July01- Two vehicle break-ins at Bldgs4&5 carports
  - Sept19- Five vehicle break-ins near the Steck entrance
  - Oct01- Theft from Bldg5 porch area
  - Oct01- The National Night Out event was shared with area neighborhoods and held at the Randall's parking lot at Spicewood & Mesa: among the featured were Austin firefighters' truck & staff, free Torchy's tacos, and live music.

- Volunteer committee continues efforts to increase Neely safety.
- Gratitude was expressed for all 11 Neighborhood Watch building captains for reporting problems and disseminating information.
- Volunteer co-chair Bob Dailey added a note about fire safety- citing an Austin Chronicle article: (<http://www.austinchronicle.com/news/2019-10-18/will-austins-new-wildfire-code-be-enough>) and reporting smell of lighter fluid recently near the pools. Urged all to stay vigilant. Mr. Hill added that any indication of an open flame on a back patio/balcony of a unit should be reported to the Fire Department. Such practice is a violation of local fire code and the unit resident can be fined.
- Mr. Trent, Neely Yahoo Group chair reported that the group will likely be moved in the near future from Yahoo to another carrier such as Google.

- **Manager's Report**

- The end of September 2019 operating account balance was \$711.10.
- The monthly total income collected was \$38, 028.61.
- The total operating expenses for the month were \$53, 350.48.
- The end of the month reserve account balance was \$24,362.97.
- Report on Bldg. 9's very-notable emergency repair: When a crew was investigating cause of a leaking upper floor window, the stone veneer (non-weightbearing stone wall attached to the building frame) on the west end of the building was found to be unattached at the top, and was moveable. Several courses of stone had to be removed then re-laid with appropriate anchors to the frame. The expense reduced the reserve to a level that requires a temporary halt to the regular buildings' maintenance schedule, except for emergencies, in order to raise funds through monthly assessments to cover the project's expense. The good news is that the wall is now sturdy and safe, and repairing the wall also fixed the leaking window.
- Noted (except for temporary stop) regular building maintenance agenda has been increased with new items as agreed at the annual meeting in January.
- Noted that the price for tree trimming has increased.

- **Owners' questions and suggestions**

- Two owners asked for additional (to Mr. Hill's earlier explanation under 'Old Business') information about the unit balconies replacement.
- An owner suggested balcony rail replacements be designed to be unpainted and suggested wood with wires for the horizontal elements. Mr. Hill cautioned that the so called 'ladder effect' had to be avoided for children's safety.
- An owner asked about the HOA's reserve fund and Mr. Hill repeated the information from his report.
- An owner asked if the Board was aware that in past years monthly fees had not been increased enough annually, and the Board and Mr. Hill acknowledged awareness.

- An owner clarified to the other attending owners that the monthly assessment needs to be made as high as necessary to ensure budget can effectively accommodate not just routine maintenance and the larger projects, but also a high-enough reserve balance to handle emergency repairs without dropping to an unsafe level.
  - An owner suggested the Board should have a plan for needed maintenance and repairs. Mr. Hill assured that the Board, with Granite Properties, was already following such a plan with priorities in place.
  - An owner asked Mr. Hill what minimum HOA reserve would a bank likely require for a loan and he responded typically at least twice monthly assessments.
  - An owner asked for information about a possible special assessment to cover the railings project expenses. A short discussion of most present followed with thoughts on special assessments: cost value contrasted with financial challenge for individuals. Mr. Hill explained to the owners attending that first the Board has to establish the project's cost before proceeding with a plan for payment.
  - An owner asked Mr. Hill to confirm the information about the unit balconies replacement.
  - Most of the attendee's present engaged in general discussion regarding insurance coverage.
  - An owner asked if more signs could be posted warning of the fire danger and Ms. Reynolds of the Neighborhood Watch warned too many signs will likely result in residents not paying attention to any, sharing a story about a Neely resident that illustrated this effect. Mr. Hill pointed out the HOA could prohibit all smoking at Neely's.
  - An owner asked about options to make the balcony railings finish more durable and Mr. Hill explained the plan is to use a higher quality paint than previously which will last longer, adding that the most durable powder coating would be prohibitively expensive for the HOA.
- **Adjournment** – Ms. Drews adjourned the meeting at 8:16 pm.