

**STILLHOUSE CANYON CONDOMINIUMS BOARD MEETING**  
**ANNUAL MEETING MINUTES**  
**February 12, 2019**

Attendees from the Stillhouse HOA Board and Granite Properties:

Carolyn Wright	President
David Greene	Vice President
Marc Duchon	Treasurer
Phil Rothblum	Secretary
Seth Klempner	Member-at-Large
Mike Hill	Granite Properties
Ashley Rodriguez	Granite Properties

1. Call to Order. Carolyn called the meeting to order at 6:35 pm after establishing a quorum of homeowners. About 40 residents were present in addition to proxies.
2. Reading and Approval of meeting minutes from 2018 annual meeting. A motion was approved to accept the minutes with no changes.
3. Reports of Officers/Committees.
  - a. Introductions. Officers and Granite representatives, Mike Hill and Ashley Rodriguez, were introduced.
  - b. Carolyn's Report.**

Carolyn gave a brief overview of the history of the Stillhouse condos. She handed out a list of Important Rules that is also posted on the Stillhouse website linked to the Granite Properties website. She described a rule passed during 2018 that requires 48-hour notice to all occupants when water to a building is turned off by a resident for a repair or installation. The rule and a sample Notice are on the Stillhouse website. The Board has adopted a policy on how residents can set up an electrical charging station for a vehicle by using electricity from their unit. The policy is on the website. Finally, she gave an update on the significant changes planned for Spicewood Springs Road due to start in Spring 2021 and continue for 18 months.
  - c. David's Report.**

David discussed the importance of recycling as a way to manage trash on the property. He reminded people of the importance of disassembling boxes before putting them in recycling to save space. He indicated that certain items such as construction debris, furniture, mattresses, and appliances should not be disposed of in the Stillhouse dumpsters but taken to the appropriate City of Austin disposal site. The board offers a \$50 reward for information leading to a fine.
  - d. Marc's Report (Treasurer's report).**

Marc shared the yearly treasurer's report and walked the community through the handouts, which included a yearly budget, actual expenses, and a breakdown for how the budget is spent among budget categories. He explained that the most recent cost increases result primarily from a change in contractors to JE Services, a better service than we had, and increased maintenance costs since Summer 2018 when the Board hired a new maintenance man and increased his hours to 30 per week from 20. Marc provided an update on the Austin Oaks PUD, which is still looking for a buyer for the property. He also updated the community on the future of CodeNEXT. The new City Manager is still reviewing the situation since the collapse of CodeNEXT in 2018 but has started to release planning documents like a strategic mobility plan that includes density corridors.
  - e. Phil's Report. (Security Issues).**

Phil updated the attendees on a security meeting the board held in November 2018 to explore possible security concerns about vehicles, property, and personal safety. On occasion the property has vehicle

break-ins. The board also wanted to be knowledgeable about options for addressing security.

Phil reviewed actions the board has taken including:

- 1) A procedure for reporting crimes. When a crime has been committed the following steps should be taken:
  - a. Owner/victim should call APD.
  - b. Owner/victim should get an incident number.
  - c. Owner/victim should call Granite and provide incident number.
  - d. Granite will make a determination whether to call APD and request additional patrols.
  - e. Granite will notify board of the crime.
  - f. A board member will post a notice at the mailboxes advising of the incident.
- 2) Periodic Reminders and security tips. The board will advise residents by way of the quarterly Newsletter, and special notices, or postings at mailbox. Reminders include to report any burned out light bulbs or that a crime has been committed to alert community to be diligent.
- 3) Improved lighting. The board replaced all outdoor globe lightbulbs with LED lighting in Fall 2018 to provide increased and more consistent illumination.
- 4) Limited Property Access. The single gate installed in 2016 unifies the community behind a single gate and also gives greater security to the Entrance Area that includes Mailboxes, Clubhouse and Pool than the previous arrangement of two gates.
- 5) Neighborhood Watch. Phil polled the audience on interest in establishing a Neighborhood Watch program. There was not sufficient interest to have a building captain for each building so the idea will not be pursued at this time. Homeowners were encouraged to install individual cameras (such as Ring) at their entrance door and report any suspicious activity to APD or Granite.
- 6) Perimeter Security. In November, the Board walked the property with the following outcomes:
  - a. Fencing not feasible in Phase 2 due to berms, obstacles, excessive cost, (estimated to be about \$40,000) and the fact that there is no way to prevent access near the emergency gate at the far end of Phase 2.
  - b. Discussed adding thorn bushes or other natural barriers on very exposed areas in Phase 2. This could not be used to limit all access but might be a deterrent to those looking for access on foot from nearby parking lots. It would take several years for bushes to be large enough to be a barrier.
  - c. Mike Hill, Granite Properties, pointed out that the criminals were probably not accessing the property on foot, but rather by car through the front gate, so any barrier would have limited use.
  - d. Board decided not to seal off access to adjacent property near the front gate because it would limit pedestrian access by residents.
- 7) Other options considered but not planned. The board considered but decided not to pursue at this time: 1) More lighting near the mailboxes as getting power to that area would be difficult; 2) Security Guard because it is very costly (up to \$2k/week) for a non-commissioned officer). Also effectiveness is debatable on a large property where evasion is not difficult; 3) Property Surveillance/Security cameras are cost prohibitive and have limited effectiveness as a deterrent.

At conclusion of report, Phil asked residents if, in general, they felt unsafe or if security needed to be urgently addressed. Consensus was that there was a general sense of safety and the security measures in place were adequate.

#### **f. Seth's Report**

Seth reminded dog owners of the need to pick up after their dog and to keep dogs leashed at all times. We recently had an off leash dog that was run over and died on the property. Being

leashed can also protect a dog from an aggressive dog. Noisy dogs and excessive barking is a rule violation and should be reported to Granite along with evidence of the excessive barking. Residents were urged to get a clicker for the front gate. They are available from Granite at a small fee and promote faster entry into the property. Short term rentals less than 30 days are not allowed. There is one AirBnB currently on the property. It is in compliance with our rules as they have a 30-day minimum stay. If residents are aware of a short term rental on the property of less than 30 days, please let Granite know. The schedule for garbage pickups will be reported in the quarterly Newsletters as it may change from time to time.

After the reports, the chair called for questions from the audience.

1. Can we add more lighting in the parking lot? The board said it would consider the matter but that adding lampposts was expensive and it thought that the new LED lighting throughout should provide enough lighting.
  2. What is the schedule for property maintenance? Buildings are scheduled at the rate of about one every two months or 5-6 per year depending on the availability of funds. Buildings are increasingly expensive to maintain due to increased age and labor costs.
4. Election of Directors. The current board was re-elected by acclamation.
  5. Unfinished Business. There was no unfinished business from the 2018 annual meeting.
  6. New Business. Residents Issues/Questions.
    - i. When are the buildings due to be restained? Buildings will now be restained as each one is due for its periodic routine maintenance. (The former practice was to restain all as one large project.) The HOA is about to begin work on Building #2. Building 1 is an example of finished staining.
    - ii. Can the property have more fire safety including a 15-foot clearance around all buildings as is done at a neighboring condo association? The Board said it would explore.  
*Note: Following the meeting, the board learned that the neighboring condo association does not have a policy to have a 15-foot buffer around all buildings although backyards do provide some buffer. The board will meet with local fire officials to discuss practices that are affordable and practical that Stillhouse may wish to implement.*
    - iii. l.ii. Recycling bins - more small blue bins were requested in phase 1. The Board said that it was more cost-effective and more tidy to have one large dumpster. Residents were aware where all the bins were located and no additional maps or signage will be posted.
- b. Adjournment. A motion was approved to adjourn at 8:00 pm.