

STILLHOUSE HOA BOARD MINUTES, JUNE 12, 2018

Board Members/Quorum Present:

Carolyn Wright, president
David Greene, vice president
Marc Duchon, treasurer
Seth Klempner, member at large.

- 1) Carolyn Wright, president, called meeting to order at 6:34.
- 2) May Board Meeting Minutes. Carolyn had several corrections to the May minutes and we'll ask Phil to revise the minutes before a vote is taken. No other changes.
- 3) Owner comments/recommendations

#158 has a noise complaint against the upstairs neighbor in #258. Mike will be sending a warning letter to the upstairs neighbor indicating that fines may follow for a second violation. Letter will also include a suggestion to add rugs. At request of complainant, a copy of the warning letter will be sent to them.

#275 dryer duct problem. Owner was told by her contractor that her dryer duct vents to the roof and is out of code. Contractor says he is unable to perform routine cleaning. Homeowner wants HOA to fix the problem. Board deferred discussion until New Business.

#184 Electric car charging station. Owners have hired an electrician to put in a charging station in their reserved uncovered parking spot. They have a proposal from Grazyer Electric. Board will discuss under New Business.

4) Old Business

a) Status of general building repairs. Building 16 is finished but Mike and David are unable to verify completion of satisfactory work based on photos submitted by Breehl Construction. Contractor has submitted 160 photos but they don't match up with the list of work items and contractor is unable to provide clear documentation due to limits on his technology skills. Mike and David will walk the building on Friday morning to confirm completed work and pay contractor. Mike will contact a different contractor for a bid on building 1.

b) Structural repairs behind/under building 12 is complete.

c) Status of Lighting improvement project. Board reviewed a proposal from BJ Electric to do a test on 4 light poles for \$900 plus permits and taxes which should not exceed \$1100. Three poles will have LED corn bulbs of 4852 lumens, 7675 lumens and 11,059 lumens. BJ Electric will also install one free Amerlux AVI bulb that offers varying illumination. Spark Lighting submitted a proposal for about \$750 per post including taxes and permits and only using the Amerlux AVI bulb.

Board discussed issue in some detail. The board approved a motion to accept BJ Electric bid for a test primarily for the benefit of being able to see 4 different bulbs in operation before making a final decision. The 4 locations will begin at the gate entrance and extend in a line into Phase II so that a comparison can be made in close proximity. After the trial is conducted, the board will determine which new bulbs it prefers and which company to hire for final installation. The board will also solicit resident input.

d) Other Matters. Maintenance position. Mike will advertise for both FT and PT positions and see if a qualified person is available for a PT position. Person needs to be able to maintain the pool. Position needs to be filled by August 1 as July 31 is David Senset's last day.

New rule requiring residents to give advance notice of water shuts to a building is still at attorney's office. Mike will get final approval and recording done by attorney and will send out rule and a sample notice to homeowners.

Discussion on whether to install security cameras was tabled until July meeting. Mike will obtain a bid based on the needs expressed by the board in a recent survey.

5) New Business

- a) Approval of actions taken by email since May meeting. Board ratified a vote to pay Quality Foundation \$2670 for foundation repairs to building 12 and \$250 to conduct a survey of all buildings (other than 12, 15 and 16 which have already been inspected).
- b) #184 is requesting permission to install an electric car charging station in its parking space. Board discussed a Bid/proposal submitted by Grazyer Electric. Proposed car charging station requires 20amps. Every condo unit has a set amount of amps it can manage and each unit should only operate at 80% of the total capacity. Before making a decision, the board told unit owners it needs to know if their unit has enough capacity to handle the charger. In the next few days, the board will supply the unit owners with some information and requirements it needs. Once capacity is determined, the board will work with residents to approve an aesthetically acceptable installation.
- c) Noise concerns between #158 and #258. Board decided to send a letter to #258 during Owner Comments.
- d) #275 Dryer duct problem. Board determined that maintenance, repairs and replacement of dryer duct work was not a common area issue based on the Texas Uniform Condominium Act section 82.107. Therefore, the board determined that it had no obligation to undertake repairs or replacement of dryer ducts including the request from #275. The Board passed a motion to hire JE Services for approximately \$200 to determine, based on its own need to know, if the duct vented to the roof and to advise #275 where the duct is located so that she can hire a qualified contractor.
- e) #131 screened patio. The board passed a motion to approve request from #131 to screen in her patio as long as it is modified to be in accordance with community policy #27(2). The proposal submitted was substantially in compliance but needed a few adjustments.
- f) Replacement of entrance sign. Motion passed to re-do the delaminating entrance sign with marine grade plywood. Will be capped on top and will be watertight.
- g) Board approved \$14,030 for foundation work on buildings 5, 6, 7, 8, 9, 11, and 13. Work will begin in mid-July by Quality Foundation. This amount is in addition to \$14,320 previously approved for work on buildings 12, 15 and 16 and \$250 for an inspection of all buildings for a total of \$28,600 in foundation repairs in 2018.
- h) Plantings at pool. Chris Ott (an owner in building 8) has volunteered to plant container plants at pool. Board passed a motion to allocate \$100 for initial plantings and then to determine whether to continue additional plantings. Ms. Ott will buy soil and plants. The maintenance person will have primary responsibility for watering plants. Volunteer gardeners will assist.
- i) A warning letter to #150 about pet issue has been sent in the past. A new complaint has been received. Board needs to see previous warning letter and determine if new complaint is a repeat violation and, if so, if a fine in the amount of \$50 should be issued.

Addendum to pet complaint. A fine in the amount of \$50 was assessed against #150 for a second violation of not picking up after her pet on June 13.

6) Manager's report

May 2018 Total Income:	\$ 42,153.30
May 2018 Operating Expenses:	\$ 26,979.59
May 2018 Non-Operating Expenses:	\$ 12,000.00

For May 2018, the association had the following summary of accounts:

Operating Account Balance:	\$ 17,495.22
Money Market Fund Balance:	\$245,707.94
Total:	\$263,203.16

7) Adjournment 8:50pm