

**Minutes**  
**STILLHOUSE CANYON CONDOMINIUMS BOARD MEETING**  
**September 8, 2020**  
**6:00 pm**

1. Call to order (meeting conducted over Zoom video conference due to COVID-19)

Meeting called to order at 6:01pm by Marc

A) Attendees:

- i. Marc Duchon, President
- ii. David Greene, VP
- iii. Phil Rothblum, Treasurer
- iv. Seth Klempner, Secretary
- v. Carolyn Wright, Member at large
- vi. Mike Hill, property manager, Granite Properties of Texas
- vii. Ashley Rodriguez, assistant property manager, Granite Properties of Texas
- viii. Connie Heyer, attorney, Niemann & Heyer

2. Reading and Approval of the August board meeting minutes

- A) Motion to approve the August 2020 minutes made by Seth, seconded by David, approved unanimously. Minutes will be sent to Granite for publication on the web portal.

3. Owner Comments/Recommendations

- A) Jennifer D #125, is concerned about the drone that has been flying in the canyon and up to units, presumably spying on Stillhouse residents. Susan E #281, has also seen the drone near building 16. Board advises all owners that this is a criminal matter and that Ashley at Granite will provide homeowners with contact information for our neighborhood liaison, APD Officer Greyson. Board advises residents to contact police whenever the drone is seen.
- B) Connie Heyer made a presentation to the board and 9 owners who have expressed ongoing interest in the pool reopening during the current COVID-19 pandemic. This group of owners sent a letter to the board dated 8/29/20 to request that the board reopen the pool. Connie spoke to the liabilities that could impact the association and the board. Connie explained how the Austin Health Authority's 7/14/20 and 8/14/20 emergency orders do apply to the association. She emphasized how the orders have very specific logistical as well as record keeping requirements that would be challenging for an association to meet. Claire C #239, and Vicki H #171, had questions for Connie and there was discussion about Granite's on-site maintenance employee Kevin. Mike answered that Kevin complies with the order via a check-in process with Granite. Claire C expressed interest in formulating a volunteer plan to present to Connie. Connie agreed that she would be ready to see what she Claire and other interested homeowners come up with. Connie and this group of owners will keep the board updated.
- C) CC Mullen #162 is asking the association to install a continuous railing along the stairs to her unit. The current railing has gaps and is not the appropriate height. She says that this is a safety issue and impedes access to her condo. Mike and David have already had a phone call about this situation and David has been investigating the site. They will be reporting back to the board with an assessment of the situation, JE Services will also make a professional evaluation of the railing and stairs.

4. Old business

- A) Status of general building repairs; building #5 is complete. Mike was able to confirm this with the contractor, JE Services. Building repairs will resume at a later date.
- B) Review status of railings contract with Butler Industries Inc; contract is being worked on

cooperatively between Mike and Carolyn. Update to be presented to the board over email within one week.

- C) Gate upgrade status; Marc has encountered delays as well as fuzzy information from 2 contractors in an effort to secure the board with bids to replace our current gate management system. The current system is at the end of its approximate 10-year lifespan and is not able to accommodate new owners. The system will be replaced. The board is looking at upgrading the system to one that features improved access control. Marc will get the board better information on all the associated telephony and service fees. The board has agreed this is an important matter and therefore will make a decision within the next week. If the upgrade does not work out the board will replace the current system with similar new equipment.

5. New rules

- A) A rule prohibiting electric on-demand hot water heaters was written/researched by David. David made a motion to adopt this rule. Board voted unanimously yes to adopt this rule.
- B) The board now has 4 rules recently adopted within the past several months (gate code sharing, a code of conduct, common area closures, and the water heaters). These 4 rules will be sent to Connie for legal review/editing. Once cleared by her, a copy will be sent to all owners.

6. New Business

A) Action items done over email since last meeting:

- i) July 2020 minutes approved, motion made by Seth on 8/13/20, yes votes from Carolyn, Marc, and David, passed/minutes approved and given to Ashley at Granite post on Granite website.
- ii) Kari Kron, owner of #152, has asked to screen in their back patio, on 8/17/20 Carolyn made a motion to approve the request. Marc seconded the motion. Seth was a no vote. David voted yes; motion passed. Granite will notify the owner and advise them of our railings project which will happen later this year.
- iii) Ashley from Granite presented the board quotes on the annual tree trimming for the property. Lowest bid was from Adam's Apple Tree service for \$8118.75 (2<sup>nd</sup> bid from PS Arbor Care was for approximately \$10,000 and the third bid from Certified Arbor Care was for approximately \$16,000). On 8/17/20 Carolyn made a motion to accept the lowest bid, Seth seconded. Phil was a no vote. On 8/18/20 Marc was a yes vote and the motion passed. Marc asked Granite to take the next step to schedule the work. David was also yes vote on 8/18/20
- iv) Carolyn made a motion on 9/4/20 to fine #264 \$50 for unauthorized depositing of a toilet into the dumpster near building 10. Marc seconded the motion and Seth was the third yes vote. The motion also includes \$50 bounty to #165 for reporting this violation.
  - B) Marc made a motion to formally adopt all the above items, seconded by David, unanimous yes vote from the board to adopt. Ashley will be handling the fine and reward. Ashley advised the board that the tree trimming will be happening within the next week or so, weather permitting.

7. Manager's Report

A) Financial report

August	2020	Total Income:	\$ 43,109.00
August	2020	Operating Expenses:	\$ 39,629.55
August	2020	Non-Operating Expenses:	\$ 2050.00
August	2020	Operating Account Balance:	\$ 3146.78
August.	2020	Money Market Fund Balance:	\$ 206,040.48
Total			\$ 209,187.26

8. Adjournment

- A) Marc made a motion at 7:49pm to adjourn the meeting. Motion seconded by Carolyn, approved

unanimously. Meeting adjourned. Next meeting will be October 13, 2020.