

Cove of Nantucket Homeowners Association

Minutes of Directors Meeting

Date and Time: April 14, 2016, scheduled to begin at noon.

Location: Offices of Neighborhood Partners, 4519 Mills Park Circle, Suite 200, College Station, TX.

Purpose: Regularly scheduled Directors meeting.

Attendance: Directors Terri St. John, Dick Dabney, Linda Lindan, Jeannie McCandless. Neighborhood Partners officials Sandie Miller, Lauren Bohler.

Call to Order: Terri St. John called the meeting to order at 12:06 p.m.

Quorum: A quorum was declared, legally qualified to conduct business.

Items of Business:

1. **Meeting Records** – It was noted that minutes of the previous meeting (January 28, 2016) have been reviewed prior to this meeting. The minutes were accepted without change.
2. **Treasurer's Report** – Penny Talbert was not in attendance, so Sandie Miller provided the report. With the change of HOA management companies, the financial report format is modified for more useful review and tracking. Review included balance sheet and profit-and-loss comparison. Three properties have recently closed but administrative fees due to the HOA apparently were not received from the title company. Neighborhood Partners will investigate. Treasurer's Report was approved as discussed (motion Lindan, second St. John).
3. **Neighborhood Partners Management Report** – Neighborhood Partners has created a calendar for the rest of the year, clarifying date and purpose of the upcoming meetings through January 2017. Regarding payment of assessments, NP is currently pursuing resolution of four delinquencies.

NP also reported regarding action to resolve a technicality in the history of electing directors. The General Membership meeting on January 16, 2014, included action to increase the number of directors from three to five, but this was apparently not correctly documented. NP has recently coordinated with HOA attorney Josh Benn to clarify steps he advises to correct this condition. Specific resolution language is needed for documenting this change. It is to be prepared and included in the agenda for the July 2016 meeting, which will be open to general attendance.

4. Committee Reports

- a. **Architectural Review Committee:** Submitted report identified actions of the committee from May 2014 to the current time. It was noted that two additional actions have occurred since the report was submitted. Those items are to be included in next reporting.
- b. **Landscaping:** Submitted report noted that debris and dead brush has been removed from the Parkland entrance area. The committee was able to have the city Parks Department provide earth fill and repair where runoff wash-out had occurred along the perimeter fence line. Also there has been rejuvenated landscaping at the circle drive at the north end of Twin Pond.

- c. **Ponds:** New pumps have been installed. Question has been raised about increasing the height of the spray, and explanation stated that changing the spray height will increase the risk of debris and sludge being pulled into the pump housing. This would clog the pump and reduce the pump performance life. The recommendation is to maintain the current setting for best pump performance in these ponds.

Dennis St. John will continue chemical treatment of algae. It was noted that the water lilies can be good for algae control but are otherwise problematic for takeover of the area with their system of roots. The possibility of introducing fish (e.g. grass carp) for algae control continued in discussion, but there is a possible problem of conflict with TX Parks and Wildlife regulations because these ponds outflow unfiltered to the city storm water runoff system.

The presence of water snakes (possibly poisonous) is noted and is to be further investigated, seeking assistance from city Animal Control.

- d. **Social:** Distribution of new-owner welcome packets will be completed soon. Going forward, NP will be contacting new neighbors as they move in.
- e. **Dues Recommendation:** An ad hoc committee was authorized at the general membership meeting on January 28, 2016, to examine and recommend regarding possibly decreasing the HOA assessments. This committee's report was reviewed and discussed.

There is concern that we not reduce dues to a level that won't generate an appropriate reserve. We currently have about \$10,000 in reserve. The committee's recommendation apparently would not add any significant annual amount. There is recognition that we only have 67 lots, where other communities, offered for comparison, draw their financial base from significantly greater numbers. This item will be entered in the agenda for discussion at the July meeting. NP will assist with comparative financial data for consideration.

5. Unfinished Business

- a. **Policy Statements:** Following previous legal advice, policy statements were established in 2015 regarding vehicle parking and occupancy by renters. While violations of deed restriction are enforceable, HOA attorney Josh Benn advises that provisions of these policy statements are not enforceable. Terri St. John proposed that we take steps with the attorney to rescind these two policy statements, and this was agreed (motion Dabney, second McCandless). NP will coordinate with Mr. Benn to have the documentation created and filed.
- b. **Traffic Analysis:** City of College Station is scheduled this date to conduct a private meeting (Traffic Impact Committee) with departments affected by the traffic conditions in the Cove of Nantucket, to discuss recommendations or stipulations that might be imposed. We will look forward to their information.
- c. **Vehicles Parked Off Pavement Along Parkland:** It has been noticed that vehicles are regularly parking in the grass area on the city park along Parkland, which is illegal and detrimental to our preferred appearance standards. NP will initially address this with an email to homeowners along that area.

- d. **Vehicles Obstructing Mail Service:** There was discussion about the regular problem of vehicles parked in the street in a way that blocks the mail delivery driver. It was agreed that we should encourage all homeowners to be alert to this as a problem. If a homeowner needs to have a vehicle parked temporarily along the curb – such as a visitor or a contractor – care should be taken that the vehicle does not block a neighbor’s mailbox. The policy of the USPS is that the delivery driver is not expected to exit their vehicle to deliver mail, so mail delivery for that day would not occur at that mail box. The advice from the USPS supervisor is to call the police, since it is illegal to park in a way that obstructs mail delivery. NP will also address this in an email.

6. New Business

- a. **Green Teams Contract:** There is a need to renew the contract with Green Teams for maintenance of common areas. It was recognized that Green Teams generally does appropriate work, but it also was determined to request competitive bids for the work, so we can have confidence that we are paying for this service at an appropriate rate. NP will seek comparative quotes from Green Teams and two other competitors.
- b. **Rejuvenating Grass Area at Parkland Entrance:** NP has received a second proposal for reestablishing the Parkland entrance grass area (Greener Images) that is less expensive than the previous proposal (Green Teams). It appears that the two proposals may not be the same approach to the work, and it was determined that Jeannie would seek to meet with Greener Images to get a clearer description of their planned work.
- c. **Website:** The domain name we have used in past years is set to expire soon with Weebly. If we intend to continue to have a website using the established domain name, we need to consider continuing to reserve this name. Sandie noted that NP anticipates coordinating certain website data, particularly data that is stipulated or recommended by state law, and her experience is commonly with GoDaddy rather than Weebly. It was determined that NP would use GoDaddy if preferred, but might find reason to transfer over to Drupal. NP will prepare comparative data for review, and will seek to secure the current domain name when it becomes available in the next few weeks.
- d. **Pick up After Dogs:** Jeannie commented that there is an ongoing difficulty with dog walkers not being responsible about picking up after their dogs. Discussion included the complication that a number of dog walkers are from neighborhoods adjacent to Cove of Nantucket, and that they have access to the city linear park, which is not typically distinguished from the Cove of Nantucket common area. There was conversation about the possibility of providing dispensers/receptacles for doggie bags, but it was noted that “those who are responsible would use them, but those who are irresponsible still won’t use them.” There was a general strong encouragement to support an attitude of civic responsibility in this regard. For the time being, no action was determined for this matter.
- e. **Yard of the Month:** There was discussion to reduce the period of months to be covered for the Yard of the Month program. The program currently covers six months, which be better if reduced by a month or two. Terri asked that Jeannie work with the Landscaping Committee to present a recommendation in their next committee report.

Adjournment: The meeting adjourned at 1:43 p.m.