

**VENETIAN ESTATES PROPERTY OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
July 7, 2020**

In attendance:

X	Tarn Springob			X	Jim Vonderhaar
X	Ed Beckham	X	Haynie Stringer	X	Steve Tralie
X	Andrew Engleman	X	Tom Tannahill	M	Leticia Gomez
X	James Wong	X	Tom Tran	X	Carolyn James
	Bob Buck	X	Ralph Twiss		
X	Curtis Bergeron	X	Pat Uselton		
X	Ruth Jungman		Bob Vacek		
X	Pat Krajca		Bao Vinh		
X	Pat Lowrie	X	Don Wilson		

x=board members in attendance, g=guest, m=management company

Call Meeting to Order:

Due notice of meeting, a quorum was established, Tarn Springob, the board President called the meeting to order at 7:05 P.M. The meeting was conducted via Zoom.

Call Open Forum to Order:

Call Business Meeting to Order: 7:05pm

Actions between Meetings:

- Board president Tarn met with members of the ACC to discuss application approval process in light of the fact that ACC member James W stepped down as chairman. As of now the ACC is able to manage the current level of applications. They will continue to monitor the situation and will get with Tarn should they need additional resources.

Approve Minutes of Previous Meeting

With a motion by Tarn and a second by Steve T the June 2, 2020 meeting minutes were approved pending one correction which Jim V will provide to Leticia.

1. Committee Reports:

- a. Deed Restrictions
 - i. Tom T. reported the only reported issues were a couple of houses with mildew. Decision was made to include article in the upcoming newsletter regarding various different processes and products to help with this control.
- b. Grounds and Parks:
 - i. Steve T reported sprinkler company repaired/replaced pump valve on pump supplying water to Savoy St. monument.
 - ii. Security cameras – Curtis reported still waiting on approval from the right-of-way department from the city for approval. Curtis to provide name of city contact to board member Steve T. to follow up as Steve is currently serving on a city committee involved city right of way employees.
- c. Lake Quality:
 - i. Pat U reported vendor Lake Pro reported some invoices not being paid. Confusion on emails. Leticia confirmed invoices have been received and checks will be mailed in the next week.
 - ii. Steve T reported city has agreed to provide labor to install new pump vaults as well as cleaning and repositioning suction points. Vaults have been ordered. City does not have a crane large enough to set the vaults however so VE will be responsible for renting the crane and possibly providing a crane operator. This project should significantly improve the quality of the water being pumped from lake Eldridge into Venetian Lake.
- d. Neighborhood Caring/Welcome:
 - i. Ruth reported committee has meeting scheduled for 7/8/20 to review welcome wagon baskets and make assignments to distribute baskets to new residents.
- e. Public Relations:
 - i. No update.
- f. Newsletter:
 - i. Board member Bao has resigned from the board. Bao was the committee chair of the newsletter committee. Consequently, no update today. Leticia stated that Bao had provided her with the draft newsletter. Leticia agreed to prepare and send out the newsletter. She will get with Tarn by 7/10/20 to review. If anyone has any articles/info they would like to see in the newsletter, send that info to Leticia no later than close of business on 7/9/20.
 - ii. Replacement for Bao – Resident Christine Johnson was nominated to serve on the board during the last election but was not elected. Ralph agreed to contact Christen to see if she is still interested in serving. Leticia will check to see if she is eligible to serve.
- g. Website:
 - i. Leticia reported that the website was down for a brief period due to website fees

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non-payment. It was determined bill for website was being sent to a former VE resident who is no longer involved. Leticia suggested the company who currently manages our website production as well as production of our newsletters, Premier Publications, manage the payment of these fees going forward so that they do not get missed. Don W. made a motion for Premier Publications to pay website bill on an annual basis. Carolyn J seconded the motion. Motion carried. Leticia will notify Premier of this responsibility.

- h. City Liaison/Legal:
 - i. Ralph continues to forward info he receives from the city to all board members as he gets them.
 - i. Architectural Control:
 - i. Pat L reported 3 homes with drainage issues. 114 Capri, 911 San Marino, and 415 Lombardy currently under construction. Mel Kleiman has sent the ACC his concerns about the drainage at 214 Lombardy. He was referred to the City and it must have been resolved because the driveway has been poured. There are also drainage concerns at the new construction at 911 San Marino. After the last big rain there was considerable water standing in the area surrounding the driveway. James noted that a new planter box was in the swale of the new construction at 114 Capri. That home also has a play-scape that was not permitted
 - ii. 923 Piedmont still dealing with driveway issue (driveway and/or garage inside original easement area)
 - iii. Plans for 203 Savoy were submitted to the architect On 6/29/20. Normal time frame for response is one week. Ralph will contact architect for status.
 - iv. James W reported that so far in 2020 there have been 2 demolition applications; 3 new construction applications and 1 major modification. There are 10 active new constructions currently being built or soon to be started.
 - j. City Water/Pump Operations/Dredging:
 - i. Water levels are good.
2. **Treasurer's Report:**
- a. **Cash Balances as of May 31, 2020**

Frost Bank Checking 67-1233238	\$ 16,192.71
Frost Bank Money Market 67-1227505	\$105,611.45
Frost Bank CD 67-329354	\$ 20,000.00
Frost Bank CD 1067-329318	\$ --0--
HFCU Money Market 0004480150-S0500	\$ 20.00
HFCU CD matures 2/6/22, acct 0545	\$ 30,785.35
HFCU CD matures 1/20/21, acct 0546	\$ 5,494.37
HFCU CD matures 5/9/20, acct. 0548	\$ --0--
HFCU CD matures 11/8/21, acct 0549	\$103,555.19
New First Checking #767009	\$ 3,951.24
Brazos CCU CD #5400-045, 5/19/21	\$196,740.47

Delinquencies as of April 30, 2020

\$ 7,470.00

- b. **Review Financial Reports**
 - i. Pat K reported all bank accts balanced as of 5/31/20.
 - ii. 3 residents past due on annual assessments. Ed B. will contact 2 (402 Lombardy and 123 Sorrento) regarding the past due amount. Leticia will contact 910 Piedmont.
 - iii. Discussion regarding deposits for completed projects. Leticia will send email to those residents whose projects were less than a new build and have been completed reminding them of the requirements to get deposit returned.
- 3. **Management Report**
 - a. Correspondence received by Association, Directors, Management
 - i. Town Square App Austin Properties software conversion. New TownSquare app will enable residents to pay dues on-line and a variety of other services. Instructions on how to use this new system will be included in the next newsletter.
 - b. Association Business and Operations:
 - i. Meter Reading proposal – Leticia presented one proposal from MASC for meter reading. Steve T made motion, Curtis B seconded, to request Leticia to solicit 2 more bids to present to the next board meeting. Motion carried.
- 4. **Executive Session: The Board may convene an Executive Session, as needed, to consider actions involving personnel, litigation, contract negotiations, enforcement actions, attorney communications or other confidential information as allowed under the Texas Property Code section 209.0051.**
 - a. **Collections:**
 - i. Enforcement Actions:
 - 1. 3 properties are behind on annual dues – 402 Lombardy, 910 Piedmont and 123 Sorrento. Ed B will contact 402 Lombardy and 123 Sorrento. Leticia will contact 910 Piedmont. 710 Piedmont has been sent multiple letters, was offered a payment plan which they never responded to. Since then they have paid 2 payments of a payment plan but have missed other months. Jim V made motion, James W second, to send letter to 910 Piedmont stating they are not eligible for the prior payment plan since they did not respond in the allotted time and as such the whole amount past due, included late fees and interest are now due and payable. This letter shall also include language informing them that the must be a member is good standing to access Lake Venice. Motion carried.
- 5. **Reconvene in open session and report on Actions approved during Executive session.**
 - a. Approved letter to homeowner regarding past due dues.
- 6. **New business.**
 - a. Pat K brought up issue of lake access for boats. After significant discussion about possibly acquiring property access for a boat ramp and/or placing a permanent crane at the bridge/dam it was decided that the cost associated with the acquisition and maintenance of such facilities as well as the potential liability did not justify the benefit. No further action

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required.

7. Set date and time for next meeting.

- a. **Next meeting will be Tuesday, August 4, 2020 at 7pm via Zoom.** Jim V made motion to adjourn the meeting at 8:4pm, second by Don W. Motion carried.

Date: _____

_____, President

_____, Secretary

_____, Management