Board of Directors Meeting February 1, 2018 Started 6:30 PM and ended 7:45PM

Board Members attending: Helen Tate, Dick Peterson, Tarun Singhal, and Rex Henry

Agenda Topics

Laura Flynn gave an update on meeting with Alex Valdes regarding Permit System

Rex & Laura met with Bill and Alex at Associa to discuss changes and additions to the Leasing Permit Agreement presented by Associa. Below is a summary of the issues discussed at the meeting.

Number of rental units: Cap at 20%

Each current investor must apply for a Leasing Permit cannot be transferred to another owner or unit

Conditions of Lease: Minimum of 6 months

Considering putting a maximum of 24 months

Hardship Leasing Permits: (TLA)

Advised to reference TLAs within the Leasing Permit Agreement and make the document an attachment

Allow the Board to determine which circumstances would constitute granting a TLA

Background checks:

Cannot require the investor to do a criminal history or sex offenders search on a tenant

Shared information between investor and Management Company:

Can require a copy of the proposed lease and the tenant information sheet

Tolling process, need to notify board members by email on resident’s or visitor vehicle is in violation to protect board.

Tolling company will provide stickers to give notice to residence or visitor that they are in violation prior to tolling

Helen and Rex gave an update on meeting with Mark Hawkins the attorney handling the Blackburn Law Suite.

**Mark Hawkins: Armbrust & Brown, PLLC**[**100 Congress Avenue, Suite 1300**](https://maps.google.com/?q=100+Congress+Avenue,+Suite+1300+%0D+Austin,+Texas+78701&entry=gmail&source=g) **Austin, Texas 78701-2744**

**We discussed the issues with Mark and provided details on retention pond, entry gates poor design, and damages made by contractors to roads and curbs in phases 4 and 5. Mark will research information about Blackburn’s company and notify us when ready to report. Tarun request the cost of services, by fee, contingency, or hourly.**

Board discussed late fees and aging report provided on the monthly report.

Board reviewed budget and focused on expense and cost of pool maintenance and cost of HOA insurance.

Board Members discussed getting a manager that has experience with using a permit system already in place.

Board discussed direction signs and getting bids on signs.