

## COPPERBROOK HOMEOWNERS ASSOCIATION

Board Member Meeting Minutes

Date: Thursday, October 21st, 2021

Time: 5:00 pm

Location: Copperbrook Pool Area

I. Call to Order/Roll Call: Francesca Garcia (President), Elias Megersa (Treasurer), Angie Pena (Director), JoDee Stegmaier (Secretary). From Affinity: Norma Walch (until 6:30pm), and Rose McNally. Two homeowners present.

II. Homeowner & Guests: Mr. Turner agrees to be on ARC Committee.

III. Ratify Member Decisions: None

IV. Approve September Meeting Minutes: Approved

V. Approve Previous Financials: August financials were final from Paragon. Board and management have questions they would like answered before the board approves financials. September (transition month) not ready at this meeting.

VI. Old Business

- a. Discussion, General: Leak at MUD 130 Park. CPBR Meter/ Off. Nino needs to keep pipe on Copperbrook side capped to respective side. Need to find a solution to irrigation problems with current landscaping company.

Affinity to reach out to Lupe Vargas, Twins, and/or Mr. Yucute for cost to perform small side jobs in the community (hanging 4 wreaths at monuments, etc.).

Willacy—monument light fell/broken (left monument, center light).

Affinity to research Majesty pool invoices for large payments made in late spring.

Affinity to find white binder – Westland IV information.

Coordinate ARC first meeting and expectations.

Maybeline agrees to help with maintenance on the [www.copperbrookhoa.com](http://www.copperbrookhoa.com) website.

Affinity to ask Jonathan if Westland IV needs to notify the (approx.) 14 owners of a monthly meeting, or, if Westland IV needs to notify all homeowners within subdivisions within Westland IV. To ask Jonathan: are annual meeting decisions at Westland IV null and void due to lack of proper announcement in 2021(?) date(?). Does Westland IV need a website? How many “owners” does Westland IV have?

- b. Gates –Repair the children’s gate: bid for \$99 is approved unanimously.
- c. Other Old Business: Affinity to submit Mr.Yucute’s estimate for fountain to insurance Signs

“No Parking”/Towing: No Parking”/Towing signs—not allowed on public streets, but we are aware of one of these areas being abandoned by Braband. Affinity to obtain Plat Map from Francesca and submit to County Clerk with plat map of the one abandoned street (at the same time as a request for the other dead end to be filed as abandoned).

Estimates for men’s room repair: Juan Pedroza bid unanimously approved at \$700 for men’s room urinal valve replacement.

Willancy street sign crooked – Elias to fix.

Pool card reader estimates: 3 bids presented. Board asked for an email with bids so more time and research can occur before approving a system. Will approve via email.

Valves on Regalbrook median and outside pool area gates: New irrigation vendor to look at both.

Tree trimming and insurance: Jose has until the end of November to obtain insurance, or he will not get the tree work.

Prieto: Drainage behind the pool does not appear to have been done.

Invite Froy Nino to November meeting to discuss work and future planning.

Wood chip and rubber mulch bids and plans presented, more bids will be acquired and board to discuss further. Boy scouts could potentially lay mulch.

Pool lounge chairs: to be looked into by Elias.

Mr. Prieto: Pool deck coating will be applied when there is a stretch of 6 days with no rain in forecast.

Eye on Water App: Pending (Affinity)

Governing documents/1588 compliance on website: In compliance, documents are posted.

Pavers (mailing), paver, garage door, and window ARC request forms: Affinity sent to owners along with reminder of common CC&R violations.

Window at 14807 Englebrook is great. Affinity to reach out with ARC form for information.

Mr. Cameron –Affinity to obtain specs/model on garage door.

Bids presented for marquee signs. Board discussed acquiring 2 more bids: Jersey Village reference and Signarama. Affinity to research permit requirements. Marquee possible location change to hill in front of pool at corner of Copperbrook and Englebrook. One (1-sided) sign.

Pool sign: “Do not open for others”: approved. Approx. \$29.49 plus tax and shipping.

Boy Scouts to potentially do work in pool storage room (close it off and add storage).

Security Cameras: Flock does not have live feed. See what options there are. Affinity to reach out to vendors.

Affinity to expense the Twins invoice \$184 approx. to Memorial Expense.

Wreaths: Up to \$150 per wreath decorations approved (\$600 total).

Annual Meeting –Date: 12/11/2021 at 11am. Affinity to work on Call for Candidates, timeline of mailings. Possible change of seats.

January 15<sup>th</sup>. Snow Day: Affinity to obtain prices 2 months before for both DJ and Snow. (November 15<sup>th</sup>).

Affinity to investigate pricing: scanning to hard drive and shredding old documents.

Commercial vehicles: Tabled.

Affinity mentioned the management certificate was not on the county clerk's website. Will reach out to legal to confirm the filing.

Parking passes: Affinity to obtain samples of white 2x3" cling film for visitors. Maybe for owners too. Sticker sample of 2x3" reflective is also a good option. Need more pricing on this vs. cling for owners.

Affinity to email all off-site owners with list of rules and regulations to pass along to their renters.

Air BnB verbiage: No Air BnB/Short-Term rentals: no leases under 1 year. Provide verbiage to Roach/Hanna to revise gov. docs. (?) confirm we are good to proceed on this.

VIII. Executive Session:

IX. Meeting Adjourn (Next meeting date: November 11, 2021)