

Stone Oak Homeowners Association Annual Meeting

September 26, 2017



Annual Meeting Agenda

1. Reading of 2016 Annual Meeting Minutes
2. Special Guests
3. Board of Directors Report
 - a. Board of Directors and Management
 - b. Landscaping & Lighting
 - c. Upper Passage Pool
 - d. State laws & ACC guidelines
 - e. Budgeting
4. Delinquencies
5. Violations
6. Election of Directors
7. Property Manager Report
8. Committees
9. Committee Report(s)
10. Items from the Floor (Survey Results)
11. Items from the Floor (Q&A)
12. New Business
13. Adjourn

Establish Quorum & Call to Order

President, Board of Directors

Reading of 2016 Annual Meeting Minutes

President, Board of Directors

We ask that a motion from the floor be called to “dispense with the reading of the minutes and approve them as distributed/printed”

A second is required. A voice vote will be called, upon the second.

Board of Directors Report

Board of Directors

Board of Directors and Management

Changes/Expansion

- Directors
 - Bylaws set the board at 3
 - Goal is to expand the board to 5 or 7
 - Expansion requires a 2/3 vote of the membership
- Officer Positions
 - Bylaws give Directors the authority to establish officer positions
 - Directors elect officers to 1-year terms
 - Officers may be given some executive authority by the Board
 - Officers do not have a vote during Board meetings

Board of Directors and Management

Introductions

- Departures
 - Josh Wiegand, Vice President, Director
- Existing Board
 - Isaac Kishk, President, Director
 - Harley Groff, Vice President, Director
 - Joe Fulwiler, Secretary, Director
 - (Vacant), Vice President - Finance/Treasurer, Officer
 - (Vacant), Vice President - Management, Officer
 - Diana Peña, Advisor, Officer
 - Josh Wiegand, Advisor, Officer
- Management
 - Karen Vaughn, Goodwin Management

Landscaping & Lighting

Main entrance & islands

- Maintenance
 - New landscaping contract contains line of sight specifications
 - Dense plants must not go above 18-24"
 - Trees must not go below 6" over the islands, and 8" over the street
 - Younger/smaller trees will be "thinned" out, as pruning too much that low will stunt growth
 - Overgrown grasses and very mature bushes removed
- The HOA landscaping contract only maintains the common area's right of ways, does not maintain homeowner's properties.

Upper Passage Pool

Seasonal Issues

- Rules
 - As residents, you have the authority to enforce the rules. However if you feel uncomfortable, contact a Board member or RRPD.
- Maintenance
 - No reports of water clarity issues this season (so far)
 - Water quality has always stayed within proper levels
 - Black Algae bloom has not been reported this season
- Repairs
 - Routine filter media exchange
- Temperature
 - Heated for lap swimming and comfort for active swimmers

Playgrounds

Maintenance and Improvements

- Top Rock Playground
 - New Mulch ordered/installed in the spring
 - More mulch will be ordered once weather cools off
 - Proactive ant control
- Upper Passage Playground
 - New Mulch ordered/installed in the spring
 - More mulch will be ordered once weather cools off
 - Proactive ant control

State Laws

State laws that govern HOA processes & ACC guidelines

- Overview

- CC&Rs are officially filed with the County, the process of changing them requires 2/3 vote of all members
- State law overrides HOA CC&Rs
- All State Laws still allow for ACC review of all items

(CC&R = Covenants, Conditions, and Restrictions)

State Laws

State laws that govern HOA processes & ACC guidelines

- Xeriscaping
 - Deed restrictions that enforce percentages of allowed xeriscaping are still valid, however the percentage has been increased by law
 - Deed restrictions which state what type of xeriscaping are still valid
 - Native planting is allowed
 - Mulch is allowed
 - Flagstone/pavers are allowed
 - Crushed granite will be reviewed on a per application bases
 - Medium sized river rock will be reviewed on a per application bases

State Laws

State laws that govern HOA processes & ACC guidelines

- Solar Panels

- Must match the slope of the roof
- Mounted on the roof, but must not extend over the roofline
- Mounted 3-6 inches above shingles
- Mounted in a water-tight fashion to prevent leaking
- Frame to match shingle color or panel color
- Frame must not rust. (Aluminum, high strength PVC, powder coated iron)
- Electric relay mounted near power meter
- Inverter/batteries stored in an enclosed environment (garage)
- Asked to be placed on the back 1/3 of the house
- Not visible from the street
- Exceptions allowed if home does not face proper direction

State Laws

State laws that govern HOA processes & ACC guidelines

- HAM radio antennae
 - Amateur Radio Parity Act
 - H.R. 555 passed the House in January 2017
 - S. 1534 passed the Senate in July 2017
 - Pending President's signature
 - As with the “dish” law, this legislation allows the HOA to dictate placement, but the HOA can not deny installation outright
 - Asked to be placed on the back 1/3 of the house
 - Where it is not completely visible from the street
 - Exceptions allowed if reception issues exist
 - For more info: <http://www.arrl.org/amateur-radio-parity-act>

ACC Guidelines

Established ACC guidelines

- **Sheds 10'x10'x8'** - automatic approval if:
 - It matches the house's colors
 - It matches the house's materials
 - The footing is not more than 12-18"
- **Landscaping**- normally approved unless:
 - Lot drainage has been altered significantly in which it effects the neighboring lots
- **Sprinkler systems**- normally approved, caveats:
 - It must be certified by a licensed plumber [as stated in municipal codes]
 - Copy of certification sent to the management company
- **Satellite dishes**- automatic approval, however:
 - Asked to be placed on the back 1/3 of the house
 - Where it is not visible from the street
 - Exceptions allowed if line of sight can not be established

ACC Guidelines

Established ACC guidelines

- **Painting**- automatic approval if:
 - The colors match existing colors
 - Are uniform with the neighborhood style
- **Roofing**- automatic approval if:
 - It matches the previous roofing material and color
 - Alternate material and color pending ACC review
- **Gutters**- automatic approval if:
 - Seamless
 - Match the color of the top trim/eave.
 - Downspouts should match the color of the wall, which is connected to the eave. (i.e. if bricks are on the lower half, the color of the spout may be the same as the hardiboard above it)

ACC Guidelines

Established ACC guidelines

- Wrought iron fencing
 - Only if lot backs to a greenbelt
- Wrought iron fencing with stone base
 - Only if lot backs to a greenbelt
- Concrete/Driveway staining
 - Professionally licensed contractor must do the work
 - The bid must contain an assurity bond
 - Once complete, the work must be re-inspected by an ACC or board member
 - It must be a stain, not paint
 - Must be of neutral colors/earth-tone to match the color of the house, and must not contrast with the neighboring houses.
 - The pattern used must be the pattern approved in the request
 - Border patterns must be included in the request if applicable
 - Original swatches must be sent to the management company and the ACC chair, to verify the scanned copy on the request is accurate.

ACC Guidelines

Established ACC guidelines

- Previously denied requests:
 - Permanent basketball goals
 - Wrought iron bar “security” doors
 - Wrought iron window bars
 - Bright pastel house paint
 - Front entry door paint which does not match the home/neighborhood
 - Above ground pools

Budgeting

Plans for 2018

- Budget Process
 - Board meeting in fall to review 2018 budget
 - Board approves annual increase in dues
 - Board votes on whether or not to enforce the increase
- Reserves
 - Must plan for contingencies in case of major maintenance not covered by insurance
 - A few examples:
 - Clubhouse roof
 - Pool deck
 - Re-sealing and/or repainting the parking lot
 - Replacing or repairing the pool fence
 - Replacing playground equipment
 - Landscaping/electrical/sprinkler systems
 - Projects

Budgeting

Plans for 2018+

- Projects
 - Front entrance upgrades
 - Establish budget set aside for project
 - Coordinate with the City of Round Rock, TxDOT, and LCRA
 - Gather bids for renderings
 - Gather bids for work
 - Start project

Budgeting

Plans for 2018+

- Projects
 - Front entrance upgrades



Budgeting

Plans for 2018+

- Projects
 - Front entrance upgrades



Budgeting

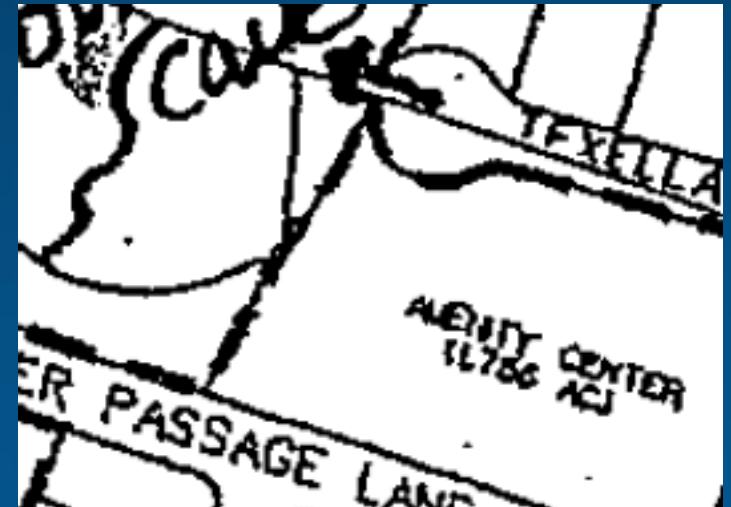
Plans for 2018+

- Projects
 - Upper Passage Park upgrade
 - Establish budget set aside for project
 - Replace aging playscape
 - Possibly add swings on current land where playscape is
 - Possibly add swings to triangle section of land west of the pool parking lot
 - Gather bids for renderings
 - Gather bids for work
 - Start project

Budgeting

Plans for 2018+

- Projects
 - Upper Passage Park upgrade- Swings



Budgeting

Plans for 2018+

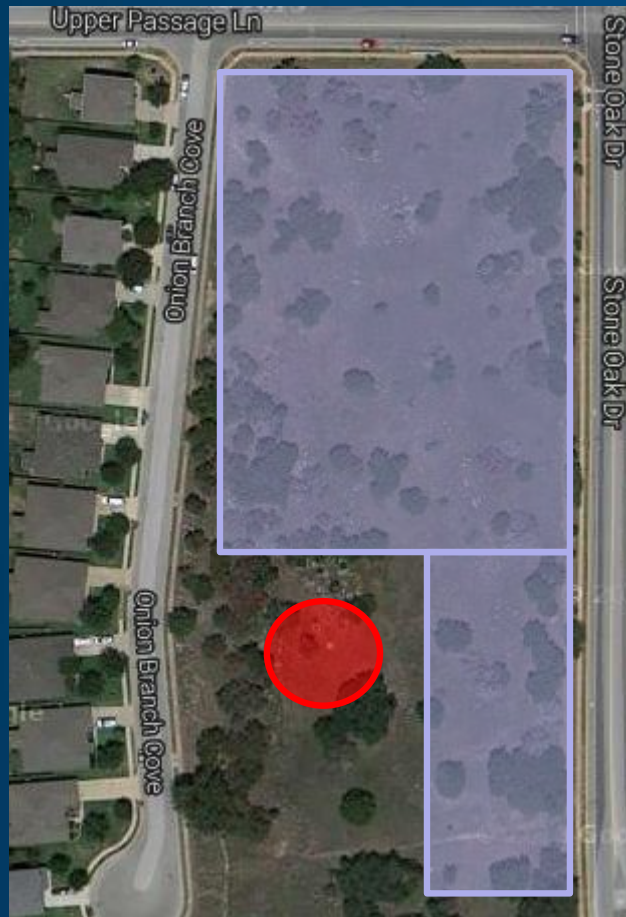
- Projects

- Amenity Center/Pavilion:
 - Form a committee
 - Establish budget set aside for project
 - Possibly rezone a section of the land across from the school
 - Currently the whole parcel is a Karst Preserve
 - The law does not require this size of a buffer for the cave(s)
 - Attempt to get an official State/County/City study on this land
- Amenity Center:
 - Gather bids for renderings
 - Gather bids for work
- Pavilion:
 - Gather bids for renderings
 - Gather bids for work
- Weigh options between Amenity Center and Pavilion
- Start project

Budgeting

Plans for 2018+

- Projects
 - Amenity Center/Pavilion:



Delinquencies

Status Update

- Status
 - [redacted, contact Goodwin Mgmt for details]
- Actions
 - Reviewed our collections process to make sure it provides homeowners with timely options to settle accounts
 - Working with homeowners to try to settle accounts
 - Pursuing resolutions through legal counsel
 - Following through to the end of the legal process in extreme cases
- Notes
 - We have seen a vast improvement utilizing our new legal counsel
 - Less homeowners are delinquent compared to last year
 - Homeowners are more willing to negotiate settlements, instead of accruing more fees

Violations

Status Update

- Goodwin Management
 - Manager's report will provide details
 - Board is continuing to clarify neighborhood priorities

Election of Director #1

One Three-Year Term

Property Manager Report

Karen Vaughn, Goodwin Management

**STONE OAK HOA
ANNUAL MEETING
MANAGER'S REPORT
10/26/2017**

Common Area Items

- ✓ Landscaping-common ground
- ✓ Exterior Fencing
- ✓ Pool
- ✓ Playground(2)
- ✓ Karsk Preserves-caves

Financials –

Association Lot Totals 507

2016 Year End Balance Sheet.....\$ 95,992.73

Fund Change.....\$ 16,700.01

2016 Year End Income Statement...\$ 186,294.60

2016 Year End Expenses.....\$ 169,700.01

2017 Budget

Total Budget Income.....\$ 179,000.00

Total Budget Expense.....\$ 175,768.00

Net Fund Change.....\$ 3,732.00

Balance Sheet as of 08/31/2017.....\$ 108,095.52

2017 Year to Date Income.....\$ 126,763.53

2017 Year to Date Expenses.....\$ 114,660.74

Net Fund Change.....\$ 12,102.79

Restriction Enforcement

Twice a Month Drives

Committees

Introduction/Recognition/Recruitment

- Committee reorganization
 - Maintenance & Security has been merged with ACC
 - Due to lack of volunteers, this committee must not be vacant
 - Many ACC functions overlap with M&S priorities.
 - Landscaping committee is no longer required.
 - This was created to get the islands on Stone Oak Dr.
 - Most functions fall under Maintenance & Security and Board tasks.
 - Was used for 138-kV transmission line coordination
- Committee vacancies
 - We need volunteers to fill vacant chairs
 - Help the community
 - Field suggestions and complaints

Committees

Introduction/Recognition/Recruitment

Committee Chairs

- Margene Groff, Welcoming
- Judy Oskam, Pool
- Josh Wormsbaker*, ACC/M&S
- Isaac Kishk, Publicity
- Isaac Kishk, Web
- Marcos Peña, Playground

Committee Members

- Dan Griggs, ACC/M&S
- Paula Fiedler, ACC/M&S
- Mark Lucas, ACC/M&S
- Dianna Mareth, Pool

New Committee Chairs/Members needed

- Chair, Recreation
- Chair, Yard of the Month
- Members, ACC/M&S
- Members, Pool
- Members, Recreation
- Members, Publicity
- Members, Web

*new members

Committee Report

Committee Chairperson(s)

Committee Report

Welcoming Committee

- Welcoming committee re-established in 2016
- Goodwin notifies the committee of new owners monthly
- Baskets and gifts are sourced from:
 - Dollar General
 - World Market
 - Sams
 - Round Rock Chamber
 - Williamson County Civic Center
 - HEB

Committee Report

ACC (Architectural Control Committee)

- ACC members double as Maintenance & Security members (until we have more volunteers to split this again)
- Online semi-automated system in place for document and approval management of requests
- Always looking for more volunteers

Committee Report

Landscaping (138-kV transmission line)

- Save1431.com
 - Established by a private citizen
 - Website and publicity information created
 - Neighborhood “captains” meet periodically at SouthStar Bank
 - The goal of this group is to oppose both 1431 AND Arterial-H segments
 - The preferred route is well north of us, along 2243
- The Board has posted notices and call of actions on nextdoor & facebook.
- As Board President, Isaac filed to become an “intervenor” and filed a “statement of position” on behalf of “Stone Oak HOA”
- Docket of submissions: <http://bit.ly/docket45866>
- LCRA Project page: <http://bit.ly/LCRA1431project>
- Interactive map: <http://bit.ly/LCRAmap>
- <http://www.save1431.com>

Committee Report

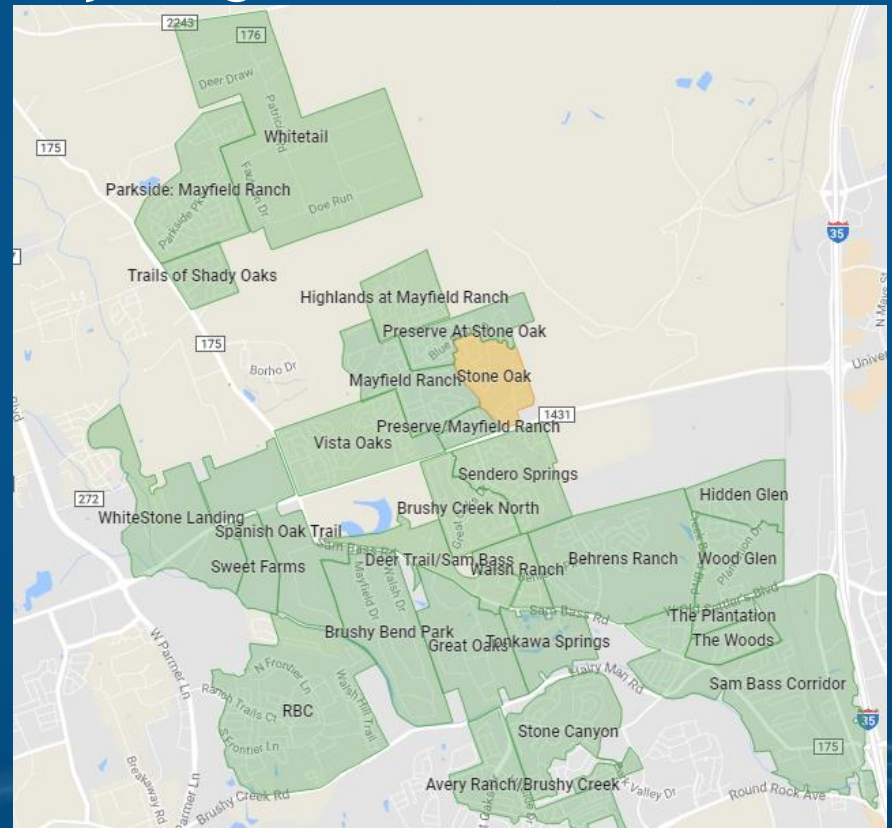
Publicity/Web

- Website - <http://www.stoneoakhoa.org>
 - Board & Management contact information & form
 - Community, HOA links & Documents (contains CC&Rs)
 - ACC guidelines & Request form
 - Report deed violations
 - FAQs
 - Helpful links
 - Local home listings
 - Subscribe to:
 - eNewsletter (inactive)
 - Open meeting notices (*state law provides for notifications of board meetings*)
 - Event calendar
 - Pool/playground reservation system
 - Yard of the Month (*when active*)

Committee Report

Publicity/Web

- Nextdoor - <http://stoneoaktx.nextdoor.com>
 - Much like a Neighborhood based Facebook
 - Choose to see/post up to 27 nearby neighborhoods, including:
 - Preserve at Stone Oak
 - Mayfield Ranch
 - Highlands at Mayfield Ranch
 - Preserve at Mayfield Ranch
 - Sendero Springs
 - Vista Oaks
 - Brushy Creek North
 - Community only posts
 - Community only “sales”
 - Community only events



- Goodwin Website - <http://soh.goodwintx.com>

Committee Report

Publicity/Web

- Nextdoor



Committee Report

Publicity/Web

- Pool Info



The Stone Oak pool is open year round!

Hours: 6:00 AM – 11:00 PM Central

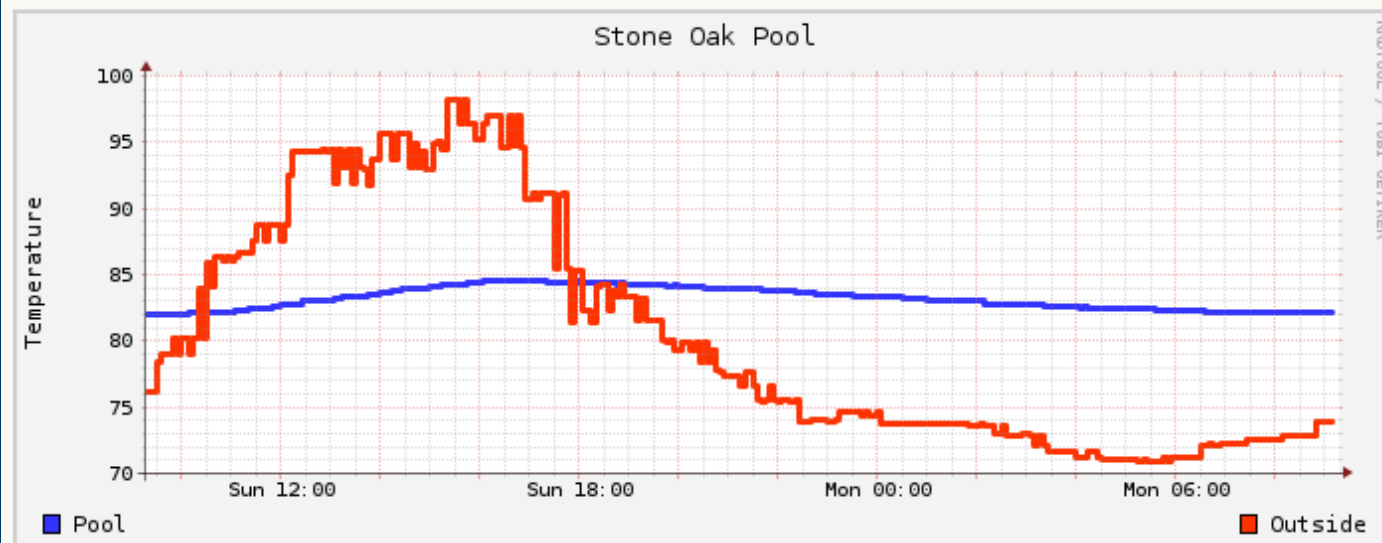
Keys: Log into the Goodwin Mgmt portal and select the pool access form. (If you are having trouble logging in, please [click here](#) for Goodwin's contact information.)

Party Restrictions:

Stone Oak: Reservations available during pool hours. First come first serve.

Preserve at Stone Oak: Non-private parties (i.e. children's birthday parties, Boy/Girl Scout troops, etc.) may be held at the pool between the hours of 11:00 a.m. and 6:00 p.m. on Mondays, Wednesday, Thursdays and Fridays (holidays excluded) or between 12:00 p.m. . 4:00 p.m. on Saturdays.

Pool Conditions:



Party Reservations:

Stone Oak – Upper Passage Pool

Preserve at Stone Oak – Blue Ridge Pool

Committee Report

Publicity/Web

- ~~eNewsletter - <http://www.stoneoakhoa.org/newsletter>~~
 - ◉ ~~Needs a volunteer to manage~~
 - ◉ ~~A monthly eNewsletter was attempted, we will try and rejuvenate this~~
 - ◉ ~~Normally will mail out on second Friday of the month~~
 - ◉ ~~Accepting advertisements~~
 - ◉ ~~Ad rates established and online~~
 - ◉ ~~Ad deadline is the first Friday of the month~~
 - ◉ ~~Accepting articles~~
 - ◉ ~~Articles which do not advertise for a company are free~~
 - ◉ ~~Articles which promote a company must follow Ad rates~~
 - ◉ ~~Article deadline is the first Friday of the month~~
- Facebook - <http://www.facebook.com/stoneoakhoa>
 - ◉ The Board & Publicity committee post news and updates
 - ◉ Residents share pictures around the neighborhood
 - ◉ Residents post lost pets

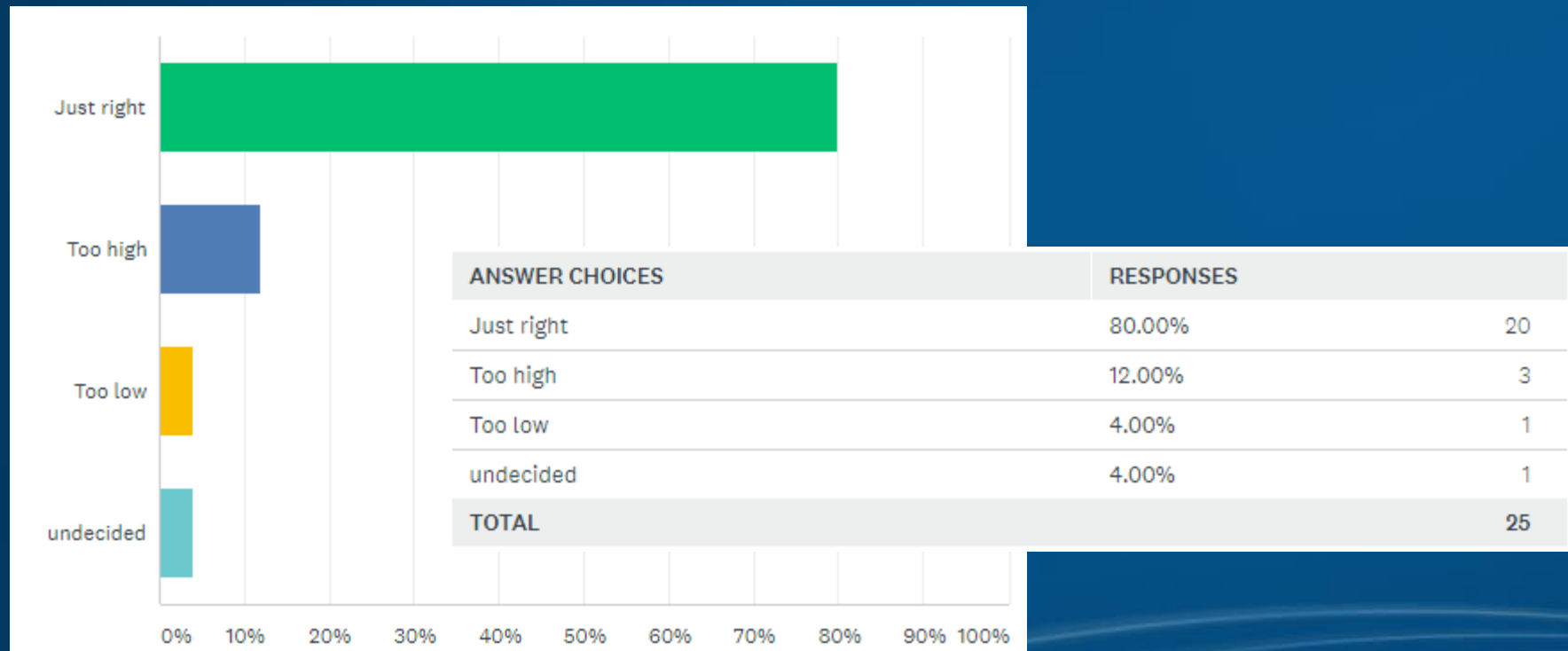
Items from the Floor (Survey Results)

President, Board of Directors

Survey Results

Q1

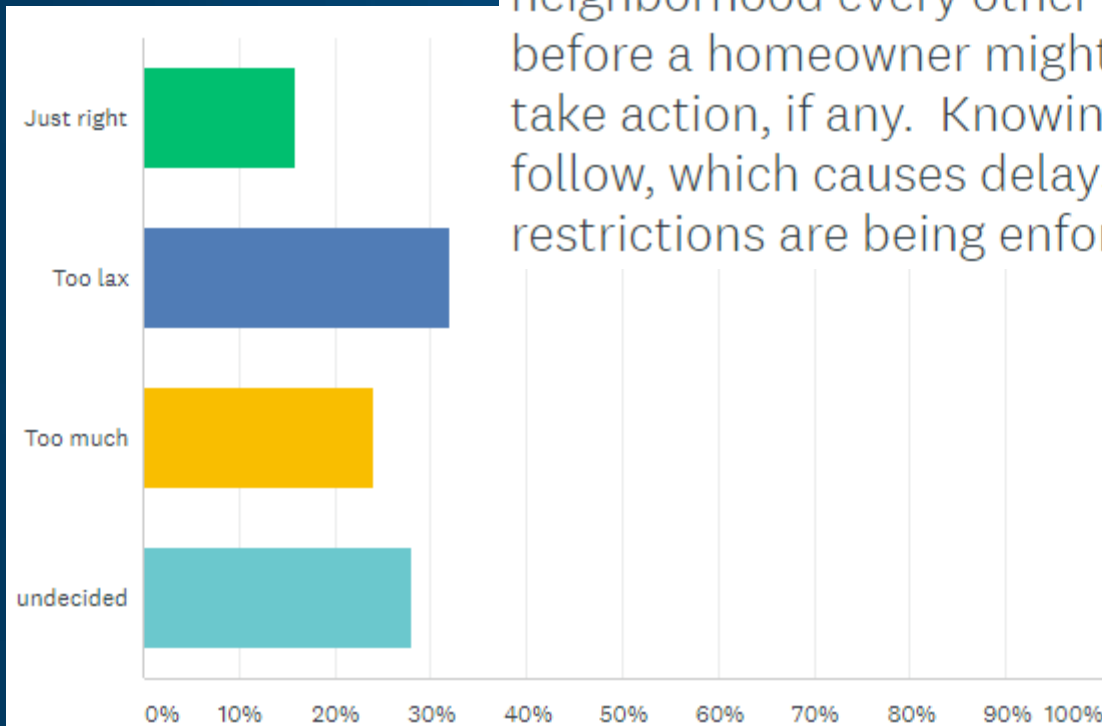
Monthly dues are required for amenity upkeep and administrative services though a management company. Stone Oak HOA dues are among the lowest in the area. How do you feel about the \$30 a month dues?



Survey Results

Q2

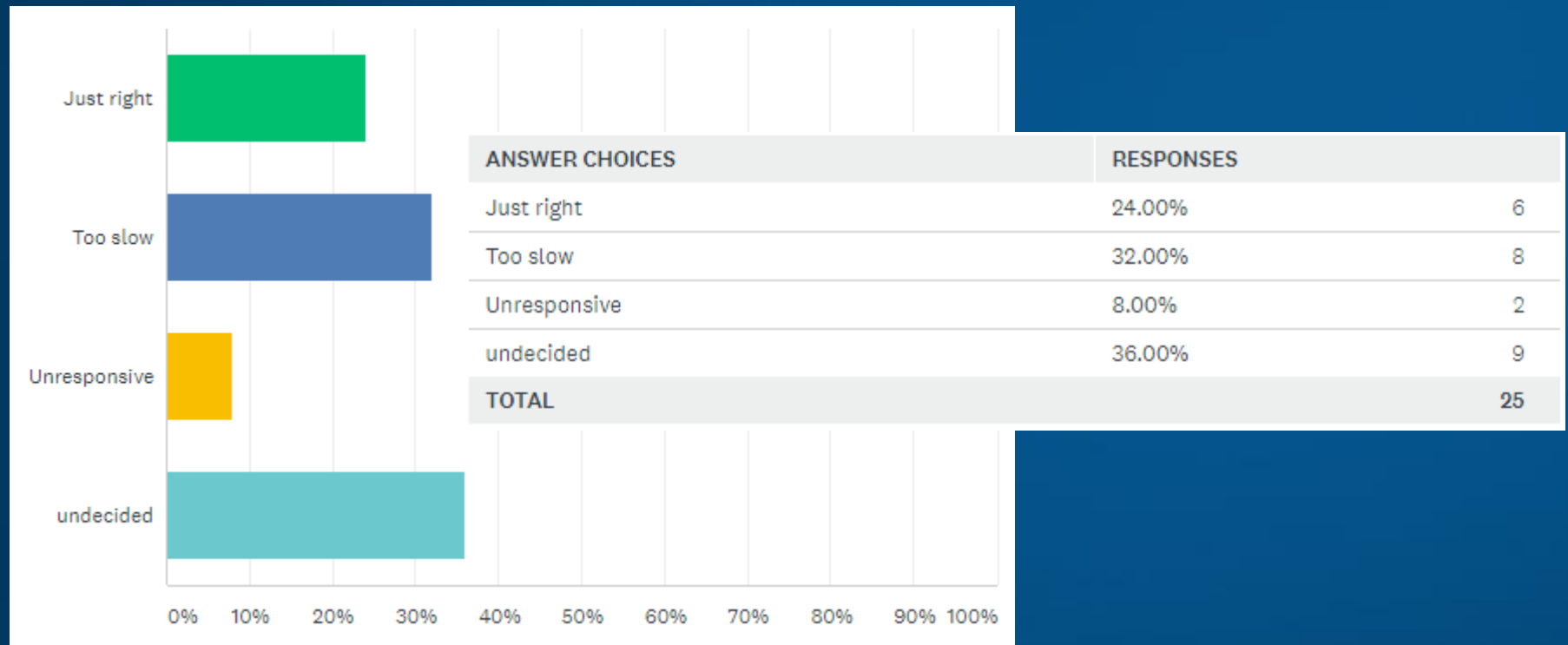
Part of what we pay the management company to do is ensure compliance of Deed Restrictions. Texas law has a strict timeline for notices/fees/etc. By law, the HOA must notify the homeowner two times, prior to imposing a fee on the third notice. The first notice is via First-class USPS, the second notice is registered mail, and the third notice is registered mail. The fees which accumulate include the cost of these mailings. The compliance driver inspects the neighborhood every other week. It will take up to 6 weeks before a homeowner might feel it in their pocket book and take action, if any. Knowing there is a legal process to follow, which causes delays, how do you feel the deed restrictions are being enforced?



Survey Results

Q3

Do you feel the management company is responsive to your questions/comments/feedback/inquiries/etc?



Survey Results

Q4

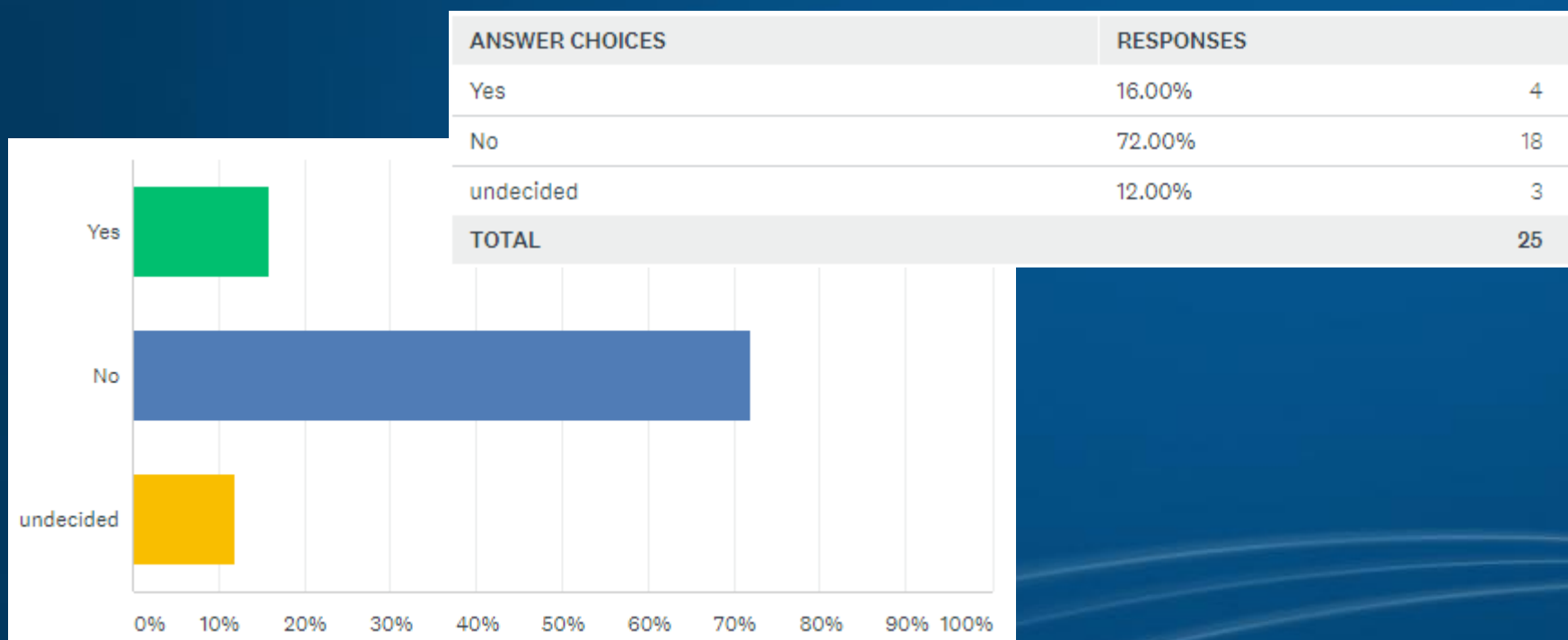
How often do you use the pool? If you use the pool often, what time frame would you say you use it the most?

ANSWER CHOICES	RESPONSES	
I dont use the pool at all	20.00%	5
I normally do not use the pool enough to select any time frames.	20.00%	5
Yes, during Saturday/Sunday 6-10am	8.00%	2
Yes, during Saturday/Sunday 10am-2pm	28.00%	7
Yes, during Saturday/Sunday 2-5pm	28.00%	7
Yes, during Saturday/Sunday 5-8pm	24.00%	6
Yes, during Saturday/Sunday 8-11pm	8.00%	2
Yes, during Monday-Friday 6-10am	12.00%	3
Yes, during Monday-Friday 10am-2pm	8.00%	2
Yes, during Monday-Friday 2-5pm	24.00%	6
Yes, during Monday-Friday 5-8pm	28.00%	7
Yes, during Monday-Friday 8-11pm	4.00%	1
Total Respondents: 25		

Survey Results

Q5

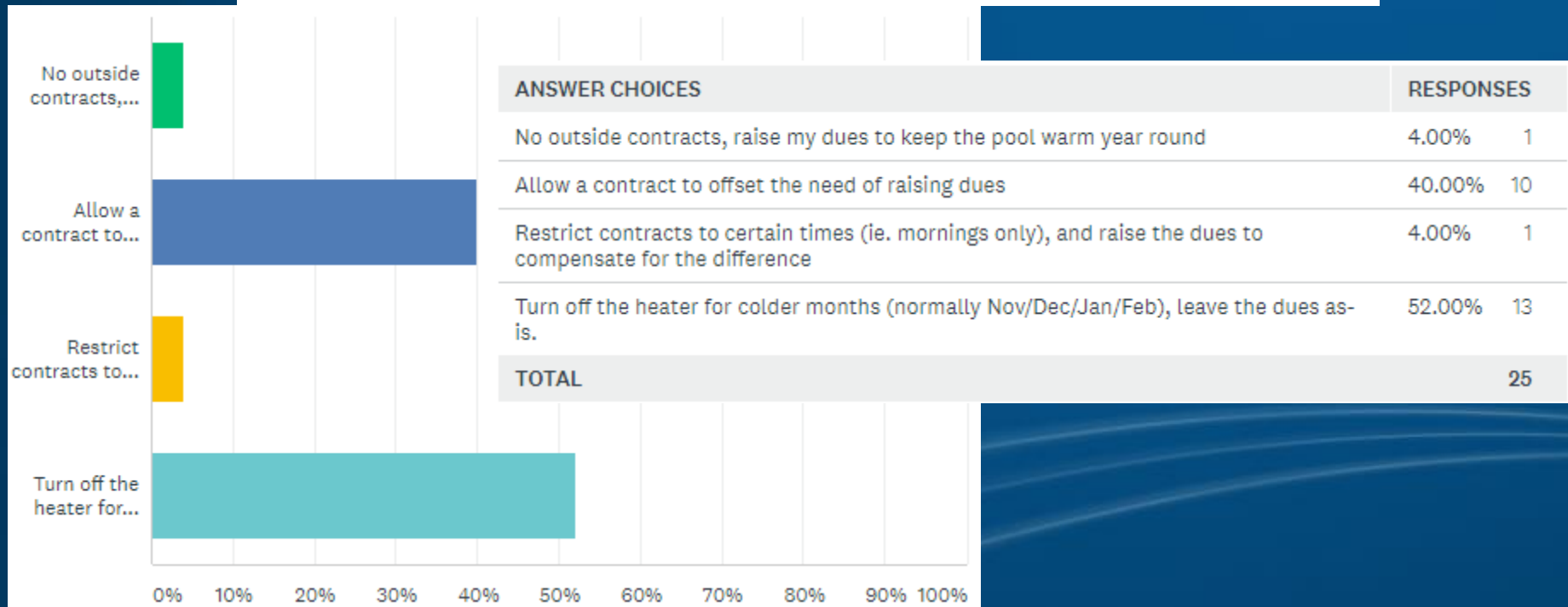
The association has an open contract with a swim team. We've asked for the makeup of this swim team to contain a percentage of Stone Oak residents. Are you or someone in your household interested in joining any of the swim team options... from "masters" (adults) to elementary age.



Survey Results

Q6

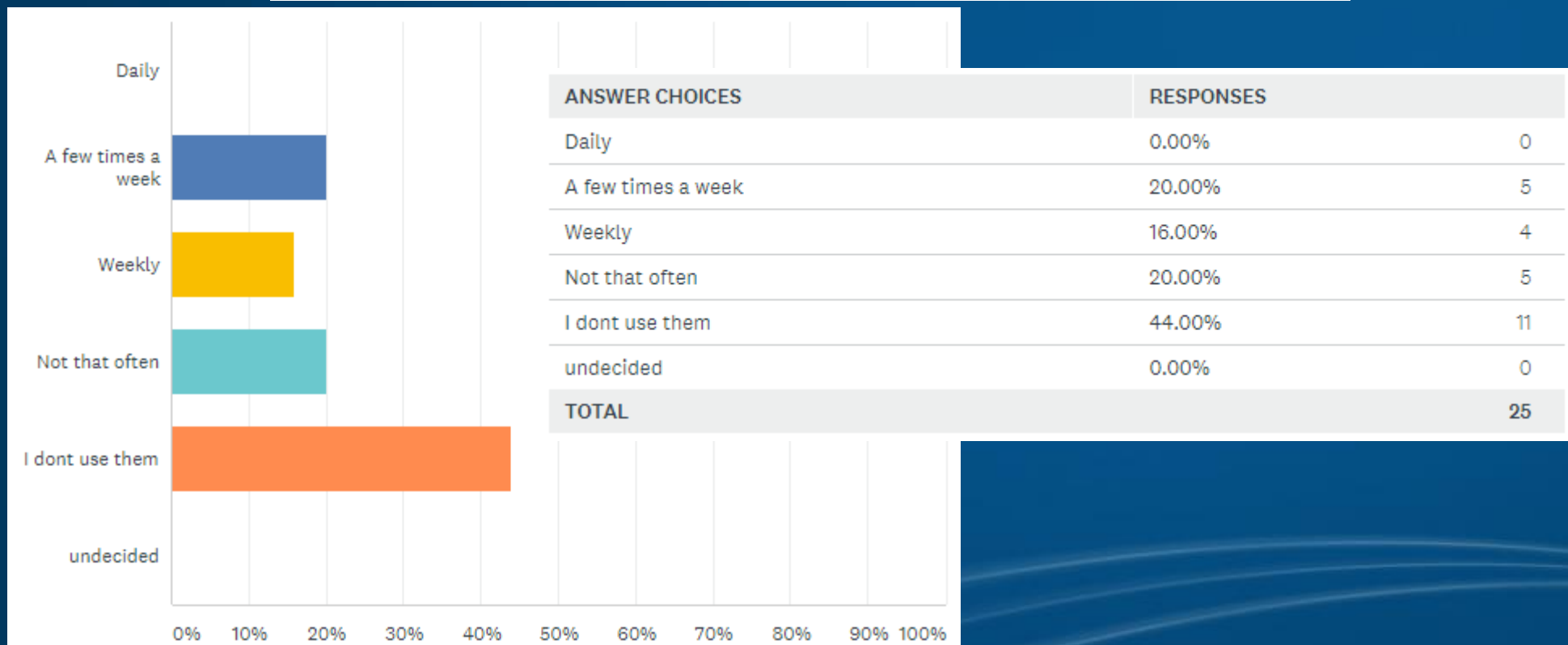
We have a heated pool, however in order to make ends meet, we have to balance the books. Many residents would like to have a warm pool year round, while others just want a "longer" season. In order to meet the needs for residents, first and foremost, and the swim team (an outside contract), we must maintain the pool at a reasonable temperature. Would you prefer to pay higher monthly dues, host a larger and/or more swim team options, or a balance between both?



Survey Results

Q7

The Top Rock park was renovated about 3-4 years ago due to aging equipment and safety issues. While the Upper Passage playground still has some life in it, it is coming due for a refresh in the coming years. How often do you use the playgrounds at Upper Passage and/or Top Rock?



Survey Results

Q8

Would you like to see any new additional amenities, such as a multi-purpose indoor “gym/space” or an open air covered pavilion? Our only constraints are the land the HOA owns and is allowed to build on and traffic/noise effects of such an amenity to the neighboring homes. We have the oddly shaped parcel between the pool and the dry drainage bed and we have the larger parcel across the street from the school (minus some cave areas). Please give us some ideas and/or feedback on these two suggested items.

Indoor gym/space and/or tennis court.

Gym would be great and covered pavilion sounds good.

Covered pavilion, baseball field, hiking trails

Gym/Space. Especially if we could offer classes. Zumba, Yoga, etc.

What about an out door gym area. Small track, little stations of pull up bars, sit up bench, things like that. Volley ball pit, horse shoe might be good for the teens, but I like the pavilion idea as well.

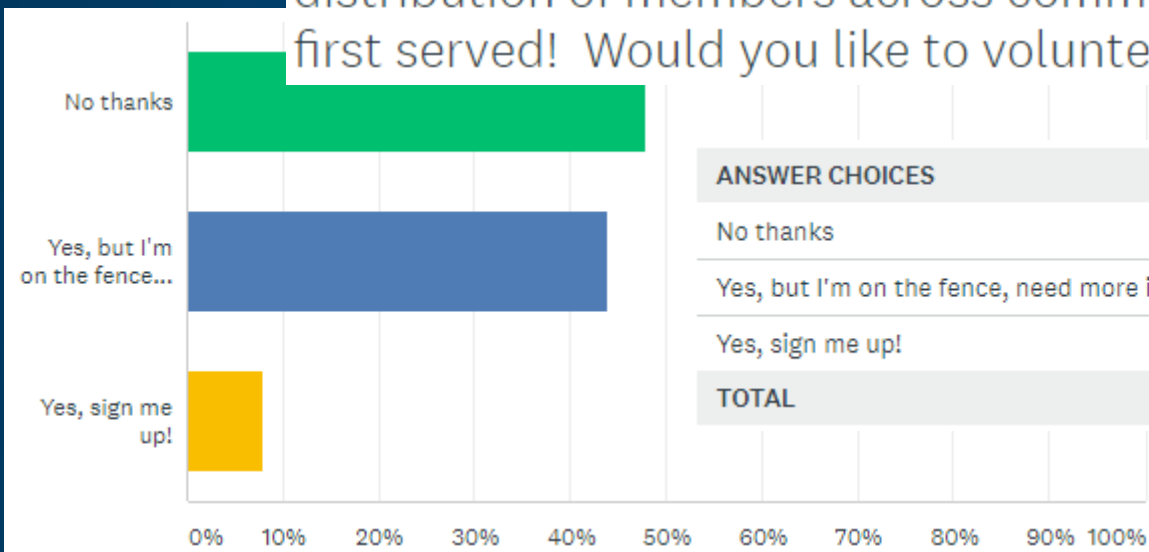
An open air/covered pavilion with some type of seating & small tables (game tables?).

basketball courts, pavilion, sand volleyball courts

Survey Results

Q9

Each year at the annual meeting we beg for volunteers, and each year a few people volunteer. However over time, our lives change, and we need to move on. We are once again short on Committee members and Chairs. In the past we've asked for volunteers for specific committees, this year we'd like to shake things up. We are just asking for volunteers. Once you've been contacted, we can discuss the available options! This avoids one committee having too many people, while other committees not having any. You may write in your preference, and we will definitely try to consider it, once we have an even distribution of members across committees. First come first served! Would you like to volunteer for a committee?



ANSWER CHOICES	RESPONSES	
No thanks	48.00%	12
Yes, but I'm on the fence...	44.00%	11
Yes, sign me up!	8.00%	2
TOTAL		25

Survey Results

Q10

Please provide us with some contact info! We will not share this with anyone, but we'd like to reach out to you for more details if required. (one of these is to make sure you are human, don't worry, we won't paint your house this color)

Purple	7
Yellow	2
Pink	2
Green	1.5
Orange	1.5
Blue	1
Teal	1
Red	1
Fuchsia	1

Items from the Floor (Q&A)

President, Board of Directors

New Business

Board of Directors

Adjourn

President, Board of Directors

Stone Oak HOA

Contact Information

Board - soboard@stoneoakhoa.org

President - Isaac Kishk - 512-524-7511 - president@stoneoakhoa.org

Vice President - Harley Groff - vicepresident@stoneoakhoa.org

Secretary - Joe Fulwiler - secretary@stoneoakhoa.org

Vice President - Finance/Treasurer - (Vacant)

Vice President - Management - (Vacant)

Committee Chairs

ACC/M&S - Josh Wormsbaker - accrequests@stoneoakhoa.org

YOTM - Vacant - yard@stoneoakhoa.org

Playground - Marcos Peña - playground@stoneoakhoa.org

Pool - Judy Oskam - pool@stoneoakhoa.org

Publicity - Isaac Kishk - publicity@stoneoakhoa.org

Recreation - Vacant - rec@stoneoakhoa.org

Web - Isaac Kishk - webmaster@stoneoakhoa.org

Welcoming - Margene Groff - welcome@stoneoakhoa.org