

**Scofield Farms Residential Owners Association
Annual Meeting Minutes**

Meeting Date: Thursday, May 16, 2013

Location and Time: Frank Fickett Center, 7:00 pm

I. Call to order – 7:00 pm

- a. 10% of owners present or represented by proxy.
- b. Board members present – Shelley Karn, David Negrete, Emmett Bills, Paul Maine, Debbie Southerland.
- c. Certified Management of Austin representative Sarah DeMattos read the Proof of Notice dated April 19, 2013.
- d. Shelley recognized Jennifer English and Sarah DeMattos from Certified Management of Austin for their service to the neighborhood.

II. Approval of 2012 Annual Meeting Minutes

- a. Motion – Steven Walden
- b. Second – Dan Schultz
- c. All voted in favor and motion carried.

III. President's report given by Shelley Karn

- a. Key projects in 2012-13 included:
 - i. Survey/legal review of mixed use properties
 - ii. Tree trimming and fertilization
 - iii. Mailbox kiosk solar lighting
 - iv. Pool area improvements
 - v. New playground
 - vi. Landscaping and sprinkler system repairs

IV. Report on pool/playground improvements given by Paul Maine

- a. New shade structure added to pool area.
- b. Inner gate added to entrance to allow for restroom access when pool is closed.
- c. Parking lot resurfaced at pool.
- d. Security improved with updated camera and surveillance system.
- e. New, modern playground installed in June 2012.

V. Website/technology update given by Debbie Southerland

- a. Content continues to be added and updated to the scofieldfarms.org website.
- b. Other technological resources available for residents include the scofieldfarms.org forum, email newsletter and Instant Communicator.
- c. Pool card number verification no longer required to view member private areas of forum, in order to increase forum participation.

VI. Social events update given by Debbie Southerland

- a. Social events hosted in 2012-13 included: Fourth of July Party, Movie in the Park, Neighborhood Night Out, Easter Egg Hunt, Pool Opening Party.
- b. ROA is open to new social event ideas and is also in need of new coordinator(s) for the Easter Egg Hunt.

VII. Architectural Control Committee report given by David Negrete

- a. Applications for ACC review in 2012-13: 26
 - i. 19 approved
 - ii. 1 denied
 - iii. 6 approved conditionally
- b. Most common deed restriction violation was for landscaping.
- c. David noted that ACC approval does not mean City of Austin building permit may not be needed.
- d. David mentioned that deed restrictions will be updated to allow certain types of signs like security signs.
- e. Trash can policy is more lenient than in the past – available on the scofieldfarms.org website.
- f. Steven Walden mentioned that several troublesome issues are City of Austin violations.
 - i. Several years ago, he and other board members walked through neighborhood and noted and reported all COA violations. All were fixed.
 - ii. He suggested that neighbors report these violations directly to COA using 311 or the online system.
- g. Overhanging tree branches over sidewalks need to be addressed.
- h. It is possible to call CMA directly to report deed restriction violations.

VIII. Financial report given by David Negrete

- a. Reserve study commissioned by past president, Tanya Quinn, has guided spending to maintain neighborhood assets. This study was updated in 2012-13.
- b. Lawyer, Connie Heyer, has helped bring down assessment delinquency.
- c. HOA in good financial condition due to good contractor choices and increased collection of delinquent assessment accounts.

IX. Landscaping and sprinkler system update given by Emmett Bills

- a. Drought is hard on landscaping. Expansion/contraction of dry soil has caused many sprinkler system repairs.
- b. Didn't put out fall annuals to reduce water usage.
- c. Installed underground irrigation/zoysia grass on Chasewood Drive to save water.

- d. Question about erosion by trees next to fencecrete. Emmett mentioned that mulch has been put down to reduce erosion.
- e. Question about rebates and/or Keep Austin Beautiful program to help reduce costs for landscaping . Emmett will look into this.
- f. David mentioned ACC xeriscaping policy – not “zeroscaping”.
 - i. Walden home was mentioned as example of successful xeriscaping example.
 - ii. ACC policy changes reduced amount of grass required to 25% of useable area.

X. Committee Reports facilitated by Shelley Karn

- a. **Neighborhood Watch** – vacant, although Neighborhood Night Out parties still are being held.
- b. **Commercial property update given by Steven Walden**
 - i. Update given on discussions between commercial property owners, Scofield ROA, Scofield Ridge HOA, and CMA.
 - ii. Survey was done to determine which commercial properties are within Scofield Farms/Scofield Ridge and where fees are due.
 - iii. 18 month process continues – still working on collecting fees from some property owners which are overdue. Progress has been made, however, and some fees are being collected.
- c. **Welcoming Committee update given by Sue Jahn**
 - i. Lowe’s gift card given to new residents along with information about the neighborhood.
 - ii. Young families are moving into the neighborhood.
 - iii. Question from the floor about corporations buying homes in SF for rentals – David was aware of one such home.
- d. **Movie in the Park update given by Sue Jahn**
 - i. She has been asked to move it to earlier in the summer when the weather is not as hot.
 - ii. She is planning to organize it for June 22, if possible.
- e. **Yard of the Month update given by Shelley Karn for Ronda Schultz**
 - i. Awards given for each section of the neighborhood during the summer months.
 - ii. Christmas lights awards also given this year.
 - iii. Winners are given Lowe’s gift cards along with signs to display in their yards.

- iv. Ronda is stepping down from the chair position due to schedule restrictions and we will need a new chair.

f. Pool Committee update given by Maria Shelby

- i. Tropical Pools is the new maintenance company as of September 2012. They are picking up chemicals, unlike the prior vendor.
- ii. Main pool maintenance is done on Mondays with two other short maintenance trips during the week during times of heavy usage.
- iii. Question from audience on where to report after-hours usage of the pool.
 - 1. Report this to 911 because it is a crime in progress – trespassing.
 - 2. Paul asked that the pool committee also be notified so that they can look at the surveillance tape.

g. Park Committee update given by Shelley Karn for Dan Frasier

- i. More volunteers needed for upcoming park projects.
- ii. Volunteer hours are tracked by the city of Austin – more volunteer money means more money from the city for park improvements.
- iii. Question from the audience about building a playground in the Park section on empty Bayfield lot – this lot is privately owned and is not available for use.
- iv. Question from audience about empty Stack lot on Dapplegrey
 - 1. Purchased about two years ago – current owners hope to build a house there in the future.
 - 2. Efforts being made to have foundation removed.

h. Garage Sale update given by Jenney Leone

- i. Over 20 homes participated in spring garage sale, in conjunction with Scofield Ridge.
- ii. Jenney may be able to organize a possible sale in the fall. Suggestion was made not to hold the sale on a UT home football weekend.

XI. 2013-14 Initiatives update given by Shelley Karn

- a. Initiatives chosen from reserve study update.
- b. Fencecrete repairs
 - i. Three slats of fencecrete in pool house.
 - ii. Shelley will manage fencecrete project until it is complete.

- c. Pool restroom renovations
 - i. Replace countertops, faucets, showers, toilets, tile which is all outdated.
 - ii. Door frames are rusted at the bottom and will be replaced.
 - iii. David has prepared plans for the renovations and will work with Paul until the project is completed.
 - iv. Water conserving fixtures will be installed.
 - v. Question from audience about city rebates for using water saving/antimicrobial materials – he was asked to send suggestions to Paul.
- d. Pool house flooring replacement
 - i. No-slip surface at entrance to pool to be replaced.
 - ii. No-slip surface also will be added to restrooms.
- e. Landscape improvements will continue to be made.
- f. More joint events with Scofield Ridge HOA will be planned, if possible.

XII. Misc. questions from audience

- a. Question about responsibility for fence between homes at north end of Park section and apartments.
 - i. Fence costs should be split between the two.
 - ii. Owner advised to contact CMA for help.
- b. Question regarding lower property values in Scofield compared to similar neighborhoods
 - i. Steve Walden said difference was due to perception that schools in our area were low-performing.
 - ii. He advised that residents avoid denigrating the local schools when talking to others, even if they have made the personal choice to send their children to private school.
 - iii. A suggestion was made to add information to the website to promote the good things happening at Connally, Westview, Parmer Lane.
 - iv. More volunteers are needed at Parmer Lane.
 - v. Westview has a new principal who has made some positive changes.
 - vi. Diane Harvey will contact the jazz band at Connally regarding a future Jazz at the Pool event.
- c. Question regarding solar panels – there are several homes with solar panels in the neighborhood.

XIII. Election of two new board members

- a. Barton Layne and Emily Rhea are the only names on the ballot.
- b. No additional nominations made from the floor.
- c. Shelley Karn made a motion to suspend the election and elect Barton Layne and Emily Rhea by acclamation.
- d. Motion carried.

XIV. Recognition of David Negrete and Shelley Karn for their service to the neighborhood.

XV. Annual meeting adjourned at 9:00 pm.

XVI. Organizational meeting of new board followed at 9:15 pm.

- a. Officers elected: Paul Maine – President, Debbie Southerland – Vice President, Emmett Bills – Director at Large, Mimi Rhea – Treasurer, Barton Layne – Secretary.
- b. Next board meeting set for July 16, 2013.
- c. Meeting adjourned at 9:30 pm.