

# BOARD MEETING OF THE COMMUNITY OF AMBERWOOD HOA, INC.

January 14, 2015 at 6:00PM  
1528 Amberwood Loop, Kyle TX 78640  
MINUTES

## Called to Order at 6:05pm

- 1) Roll Call – Directors in Attendance were Diane Hervol and Stephen Vacek. Director Walter Smith was present via telephone. Representing RealManage was Senior Community Association Manager Tom Ramirez Boldo.
- 2) The minutes from the December 10, 2014 meeting were approved as written.
- 3) Reports from Officers
  - a) The Board will interview all the pool vendors that have submitted bids and determine how to proceed. They will also speak with Cruzin' to see if they will continue until a decision is made. Manager Ellis will find out if all three vendors will meet with the board on Saturday the 24<sup>th</sup> starting at 10am and have a new vendor each hour.
  - b) Director Hervol reported that Bartlett Trees has completed their service. The trees will continue to need water. Monarch has installed a temporary meter for the water at no charge for the HOA. A permanent meter can be installed for about \$350.
  - c) Director Vacek reported that he received a call from Casey Grunnett (TCEQ) regarding Hi-Tech Auto. He will be going to the site to do soil tests and to check that things are done properly. The Board should receive a letter in about 2 to 3 weeks with a report from TCEQ. TCEQ requires that business have permits to operate these kinds of businesses, and they could not find that this business was permitted. Craig Wiseman met with the new City Manager and brought up the concerns about that property (tax and permits for salvage yard/auto parts sales).
- 4) Reports from RealManage – Financial reports were not ready at the time of this meeting. Manager Ellis reported that pictures can be taken for all Deed Restriction Violations for \$50 each site visit, at \$100 a month. There is no charge to put the pictures on the letters, however only one picture can be put on the letter. Director Vacek made a motion to approve this additional charge for the contract. The motion was seconded by Director Smith, and the motion carried.
- 5) Unfinished Business
  - a) Update on Trees – discussed earlier in the meeting.
  - b) Update on Meter Install – discussed earlier in the meeting.
  - c) Old Pool Furniture – Director Hervol will investigate market value on the items and then put them items for sale to the neighborhood first, then Craigslist. Manager Ellis will give Director Hervol an updated email list.
  - d) Pool Maintenance Service Contract – discussed earlier in the meeting.

RealManage  
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6) New Business

- a) RealManage Contract – Director Hervol is interested in seeing the renewal contract as soon as possible.
- b) RFP Landscape Service Contract – Director would like to put out an RFP for a new vendor. She has some local vendors interested in bidding.
- c) Homeowner Forum
  - i) No homeowners were present.

7) Executive Session

- a) Collection Accounts – The Board voted to refer three accounts to the attorney.
- b) ACC Review – no items to discuss
- c) Deed Restriction Violations – no accounts were referred at this time.

8) Adjournment at 7:01p.m.

Next Meeting Date: February 11, 2015 at 6pm at 1528 Amberwood Loop, Kyle TX 78640