

OVERLOOK ESTATES HOMEOWNERS ASSOCIATION

General Membership Annual Meeting Minutes

January 16, 2012

The annual meeting of the General Membership of the Overlook Estates Homeowners Association was called to order by Dan Wight at 6:37p.m., Monday, January 16, 2012 at Southern's Pizza & Sports Pub, 1805 S. Highway 183 in Leander, Texas. A quorum of 42 was established with 22 members present and 20 represented by proxy.

1. MINUTES: Dimas Diaz presented the minutes from the 2011 General Membership Meeting. Linda Aleman made a motion to waive the reading of the minutes and adopt the minutes as written. The motion was seconded by Tracy Diaz and the motion carried by member vote.

2. 2011 GENERAL HOA BUSINESS SYNOPSIS: The HOA officers handled multiple ARC requests, including for two new homes, several landscape plans, as well as for various neighborhood concerns. The HOA sponsored National Night Out In August with about 50 in attendance.

In September, the fire department made an assessment of the neighborhood and introduced the Firewise program. The Leander Fire Department and Texas Forrest Service presented a media event/neighborhood demonstration of fire mitigation techniques at Dimas's house.

In October, the Leander Fire Department and Texas Forrest Service conducted a Firewise presentation at the new fire station specifically for the Overlook Estates neighborhood. About 30 people attended. The Social Committee decorated the neighborhood for fall with pumpkins and bows on mailboxes.

Two security cameras and surveillance signs were installed in October hoping to help stop vandalism that had occurred in the neighborhood. One camera is located at the front of the neighborhood in the entrance median and one camera is located in the northeast cul-de-sac. About five cases have been recorded since the fall where the cameras have served their purpose. It was noted that the property owner must file any charges, as the HOA cannot do that. These cameras have served their purpose; however, they are not high quality and could be replaced with new cameras which would provide better photographs, such as at night and when car headlights hit them, as the current cameras are infrared cameras and headlights "blind" infrared cameras. New cameras would also not have glare.

The November brush clean-up program was recommended by the Leander Fire department and was sponsored by the HOA. This program was modeled after a similar program in other neighborhoods. The program was successful with over half the homeowners participating and three going over their allotted half-hour and paying for extra time with the tree-clearing company.

The Social Committee changed the mailbox decorations to red bows after Thanksgiving and the front entrance was decorated for Christmas. The HOA sponsored the Overlook Estates Christmas party. About 55 people attended. Bar-b-queue from Smokey Mo's was served, and Santa was there, along with face painting, cupcake decorating for the kids, and more.

3. TREASURER'S REPORT AND PRESENTATION OF PROPOSED 2012 BUDGET: Dimas Diaz presented the Treasurer's Report and Statement of Income and Expenses to date for 2011:

- We had Income of \$15,701
- We had Expenses of \$14,886
- We have \$11,720 in the checking account
- We have \$14,108 in the Money Market account and \$26,000 in CD's
- Total bank balance of \$51,828

The proposed Budget for 2012 was presented in written form to each member present

- Projected Income is \$14,100 from 8 undeveloped and 43 developed lots
- Projected Expenses are \$13,130
- Projected surplus of \$970

Berna Alderson made a motion to approve the 2012 Budget as presented. The motion was seconded by Rodger Webster and with no further discussion the motion carried by member vote.

4. COMMITTEE REPORTS:

- WELCOMING COMMITTEE: We had five (5) new residents move in in 2011, the Swint, Allen, Sanchez, Webster and Poe families all moved into homes in 2011. With Les and Jan Davis moving, Berna Alderson has agreed to take over the Welcoming Committee.
- WEBSITE: Rusty Alderson has agreed to continue running the OE website. Let him know if you need anything added to the site or corrected.
- SOCIAL COMMITTEE: Maria Fulton will head-up the Social Committee, which oversees the Fall Pumpkins and bows in October, the Cookie Swap, the red bows and Christmas decorations, and the annual Christmas party.
- NEIGHBORHOOD WATCH: Tracy Diaz has agreed to continue to oversee the Neighborhood Watch and National Night Out. We had a great turnout from the Fire and Police departments and she thanked everyone for loaning tables and chairs.
- FIREWISE: Dan Wight talked about the Firewise efforts in our community. We are the first neighborhood in this area to do this. We are hoping it will not only help save homes in case of a fire, but also eventually pay off in insurance breaks. There are certain things we must do in our neighborhood to be a Firewise community. We must do two (2) hours per year per person in the neighborhood towards being Firewise. This includes trimming bushes, so it is important to track any time that is spend trimming bushes at your house.

- NEIGHBORHOOD IMPROVEMENTS: Rob spoke about this new committee and passed out a list of possible neighborhood improvements that had been mentioned by residents or board members, and explained each one:
 - (1) Updating the Overlook Estates entryway (estimated cost of \$19,77914)
This includes Pillars to be built along with the entry which could allow for a future gated community; new center icon, landscaping, landscape lighting, additional irrigation, electricity, and removal of the existing two icons;
 - (2) Updating/replacing the surveillance camera equipment with professional grade equipment (estimated cost of \$8,508.24).
 - (3) CC & R Revisions (no listed estimated cost). Much has changed since these were originally written and many changes are to come shortly. We should address changes to the CCRs, as the board cannot address all issues because the CCRs are vague. Will need to contact an attorney for this.

The HOA board will send out additional information in April for a vote on taking action on the three items listed, and they will be looking for volunteers for the Neighborhood Improvements Committee to help discuss any of these issues.

The HOA Board thanked our neighbors who have graciously volunteered their time serving on committees and helping with events.

Berna Alderson asked if the Neighborhood Improvement information sheet could be sent to each homeowner since many are not in attendance at this meeting.

A request was made to clarify what type of revisions need to be made to the CCRs. An example given was that the CCRs state that the Board must communicate to homeowners either verbally or by registered mail or certified mail. The CCRs do not technically allow communication via email. In addition, ARC forms are automatically approved by default after 30 days of no action. The Board feels they should be automatically denied after 30 days of no action, not approved.

Roger Webster asked if there had been any prior communication with the homeowners about the surveillance equipment prior to its installation, and who gave input on the entrance update information. There had not been any prior communication – the Board was trying to solve a community problem - vandalism and illegal dumping.

John Swint asked about the need to update the front entrance. He commented that not everyone might agree that it is what we want. Rob Aldridge clarified that it is not a *need*, it is a *want* that would have to be voted on and that it was just an idea to start a committee and the Board is asking if anyone is interested to volunteer for it. Roger Webster volunteered. Rod Hess asked what was wrong with the entry we have now. There was a discussion about whether the purpose of the entryway was to prepare to buy back our streets from the city. That is not the intention of the change; however, it could accommodate that if we decided to buy back our streets at some point in the future.

Rusty Aldridge made a motion to halt the discussion on the entryway, as it was not meant for this meeting. Roger Webster seconded the motion and it was carried by majority vote.

5. ELECTION OF 2012 HOA BOARD OF DIRECTORS: Dan Wight announced that there were three nominations for the 2012 HOA Board of Directors: Dan Wight for President, Rob Aldridge for Vice President and Mike Allen for Treasurer. Dan asked if there were any additional nominations from the floor. Hearing none, the floor was closed. A motion was made by Patsy Spray to accept the nominees for the Board. Berna Alderson seconded the motion. Jerry Strickland made a motion to dispense with paper ballots and use the paddles to vote. The motion was seconded by Laurie Strickland and with no further discussion the motion carried by member vote. The nominees were elected by acclamation.

6. NEW BUSINESS:

Dimas Diaz thanked Southern's Pizza and Sports Pub for their hospitality and mentioned that they are good at donating to the community.

Dan Wight thanked Dimas Diaz for his service on the 2011 HOA Board.

7. ADJOURNMENT: A motion to adjourn was entered by Dan Wight and seconded by Rusty Aldridge. With no further discussion, the meeting was adjourned at 7:28p.m.

Submitted by Linda Aleman, Ex-Officio VP/Secretary