

General Session UGTHOA  
11 June 2015

Members Present: Melissa Salvador (President), Trish Charles, Gary Granere, Linda Lueders, Brenda Sanzone, Lyn Wingert

Member(s) Absent: Linda Braccio

Melissa called the meeting to order at 7:03. A quorum is present.

- I. Actions taken since May meeting:
  - A. Landscape Committee recommended to the Board that Green Leaf Enterprises become our lawn service effective 1 June 2015; Board unanimously approved the choice – vote taken electronically
  - B. Board unanimously approved paid version of Mail Chimp to use to distribute electronic newsletter, information; vote taken electronically
  
- II. Insurance policy discussion: provided by Denise Allen and Pam Ryan from Ted Allen, Associates
  - A. Background –
    1. Denise stated she is the agent on the account and did our insurance when we were managed by Bay Area Property Management
    2. Outlined what makes our policy unique
      - a. Insured for \$73/sq ft
      - b. Have \$25M in coverage for entire property
      - c. Deductibles:
        - 1.) \$10,000 for fire, vandalism
        - 2.) \$50,000 for tornado, wind
        - 3.) 3% of the building value for a named storm (ex. hurricane)
      - d. Policy written using a master policy used by other associations in the country
    3. Replacement costs differ depending on age of the building
      - a. \$100,000 – insurance coverage of pool, office (the building), and bathrooms at the pool
      - b. \$10,000 – contents of the office
      - c. Will not pay out more than \$25M if entire property destroyed
      - d. Karen Whitney – is this amount based on tax rolls?  
Denise – no, it is based on industry standard
  - B. Linda Lueders – Board member who oversees Insurance Committee – gave floor to Susan Reeves (State Farm Insurance professional) for questions to be addressed to Denise/Pam

1. Susan: This policy has been requested several times and was never available; why?  
Denise: it is part of a large program and became available 4/1/2015; since then, it has been under review by our office
  - a. Melissa – asked Susan Reeves if not having a policy available is normal practice for the industry
  - b. Susan’s response: no
2. Susan: You cite \$25M as property value; where are you getting this figure?  
Denise: it is based on building value and comes with the package
3. Susan: Is this an aggregate policy? What percent is allocated to which parts of our property?  
Denise – we go through a broker; we do not have all of the figures in our office, other figures in Austin
4. Susan: The type of insurance in this policy is not specific to Texas and Louisiana. It also covers all the East Coast. What happens when a huge storm hits the Atlantic Coast? By the time the storm gets to Texas, there is no money left to pay our repairs.  
Denise – this is the policy your Board chose. They had a choice between a stand-alone policy or this blanket policy, which is even better than the one you had last year.
  - a. Melissa –do we share the risk with others?
  - b. Denise – no, only the “cream of the crop” are accepted in this program; those that have problems are dropped from the group
  - c. Susan – that is not true; aggregate policies are first come, first served. If a colossal storm hits East Coast then comes to Texas, all the money may be spent before Texas is affected
  - d. Denise – we have a model that projects what will have to be paid; I am trying to explain the policy that your Board purchased
5. Susan: The Board here tonight had no knowledge of the policy purchased  
Denise – we came out to this property and met with Grady Davis, John Davis, and Tom Chua. They signed off on the policy.
6. Susan: As long as you bring groups into the aggregate, you keep making money. It is a risk for us. By the time we need money from the policy, it is possible there will be no money left.
7. Linda Lueders – how much was the other policy that the three people you met with did not select?  
Denise – about \$30,000 more. The deductibles were so high that most people do not file claims on it. Claims are filed only in a catastrophe.
8. Susan – You cannot tell us how much the policy costs? You cannot

provide the policy? Is there anything else you cannot provide? If we cancel this policy, what is the penalty?

Denise: 85% of the total cost

9. Barbara Schwartz – Why does the crime policy have a different expiration date from the rest of the policy? The crime policy ends on 4/1, but the rest of the policy ends on 3/1.

Denise – the crime policy is a separate policy so it has a different expiration date

10. Barbara Schwartz – if the policy is used up by other policy holders, is there a risk that we could have no coverage?

Denise – there is always a risk, but there has never been a time when we could not pay out

11. Questions from Janice Gordon

- a. Could our Association have had a better policy had the other policy been chosen?

Denise – the deductibles were much higher

- b. You cite \$73/sq ft value; how many square feet do you show for our property?

Denise – around 400,000 sq ft, Grady Davis gave us that information

- c. What did you present to the previous “Board” of Grady Davis, John Davis, and Tom Chua? Did you give them a written proposal?

Denise – yes, we presented to them and gave them a written proposal

- d. Janice Gordon – are you affiliated with Associa?

Denise – no, they fell apart

- e. Homeowners may not be aware the policy ends on 3/1 and that they are not covered for the month of April

Trish Charles – I will put it in the newsletter.

12. Barbara Schwartz – Is someone looking into if we need extra coverage?

Susan Reeves – I will look at that and let people know

13. Susan Reeves – I will be requesting copies of the insurance documents.

Janice Gordon – How soon will the documents be provided?

Denise Allen – within two weeks; I will provide copies of quotes, the statement of value, and the allocation

### III. Audit report – still not available

- A. 12 confirmation letters mailed randomly to homeowners

- B. 2 still not returned

- C. Office worker Joann is contacting those two homeowners so Tom Reed,

CPA, can proceed with the audit from 2014

IV. Nomination Committee

- A. Linda Lueders moved that Trish and Melissa be in charge of the Nominating Committee for 2016
- B. Gary Granere – seconded
- C. All in favor

V. IT Report

- A. Melissa contacted AT&T because the modem is working at a lower level
- B. Karen Whitney – suggested encryption of WiFi modem to prevent hacking
- C. Office worker Joann is researching Property Management software that is relevant to our Association

VI. Landscaping Report – update provided by Brenda Sanzone

- A. Brenda Sanzone
  - 1. Thanked Landscape Committee members for their diligence in selecting a new lawn service
  - 2. Thanked Linda Lueders for personal planting of the Oak Cloister/Gemini intersection and the start of planting at Space Center/Gemini
  - 3. Basic lawn service provided each week; when basic service is completed, employees weed, trim shrubs, cut back overgrown areas. Will take 2-3 months to get flower beds/common areas cleaned up.
    - a. One option is to pay lawn service for a blitz – bring 20+ workers on property and weed, trim, etc. in one day; estimated cost is \$6000
    - b. Janice Gordon – may be the right thing to do so property is totally cleaned up
    - c. Tony Placella – if get all the property done, lawn service can focus on maintaining areas
    - d. Wendy Smith – most of the plants are evergreens, so they will be okay until they get attention
    - e. Robert Neil – put the money toward mulch instead
    - f. Barbara Schwartz – is the landscaper addressing mud issue?  
Lyn Wingert – yes, mud is everywhere; Luis and Nelson currently shoveling it up
    - g. Trish – moved Board not pursue lawn service blitz, and

have each section trimmed, weeded, as company gets to it  
Melissa – seconded motion

All in favor

4. Big issues to address:
  - a. Ivy growing on multiple fences, walls, HardiPlank; needs to be removed as it breeds termites. Owners will be contacted to remove it.
  - b. Attention needed by various homeowners to clean up their backyards as there is a health issue occurring (appearance of rats). Grass in backyards needs to be kept short, debris picked up
5. Sprinklers work in some sections only; some sections have no water access as previous lawn service cut the water lines to install sprinklers, of which several do not work
  - a. Barbara Schwartz – can previous lawn service be held accountable for repairing the sprinkler system?
  - b. Melissa – doubtful; their agreement with some members of the previous board was a verbal agreement
  - c. Barbara Schwartz – perhaps we could consider filing suit in small claims court or file a BBB complaint against them
6. Barbara Schwartz - what is the next focal point of lawn service?  
Brenda Sanzone – personally, I want something done in areas where oak trees have nothing growing beneath them

B. Linda Lueders

1. Looking into the sprinkler situation, but some of them may not be permitted.
2. Sherman, owner of Aqua for Less, was called to help previous lawn service with sprinklers and has familiarity with sprinkler system and permits
3. Tony Placella – should we ask the new lawn service to look at the sprinkler system since the owner is a licensed irrigator?  
Brenda Sanzone – I am speaking for the owner, but I doubt he would want to repair work done by someone else; it may become a liability for him
4. Melissa – moved that Linda contact Sherman to come assess the sprinkler system  
Trish – second
6. Discussion – what will cost of assessment be?  
Linda – don't know
7. George Weissinger – do we have a schematic of the sprinkler

system?

Linda – have a map that shows where the heads are

8. Melissa – moved that Linda contact Sherman to see about assessment, cost, and permitting of current sprinkler system/needs to get it working

Gary – seconded motion

All in favor

VII. Treasurer's Report – update provided by Linda Lueders

- A. Stated UGTHOA spends about \$25,000/month in salaries, utilities, supplies, garbage fee, which is \$4000/mo
- B. Both JSC and Bank of America accounts have about \$100,000
- C. More money deposited in Bank of America today
- D. Two CDs at JSC
- E. Goal: have at least \$100,000 in each JSC CD (currently about \$50,000)
- F. Janice Gordon – April expenses reflect a check for \$4000 plus to lawn service; please explain  
Linda – money allotted to Merced Lawn Services to pay off old invoices
- G. Janice Gordon – the irrigation system, which only partially works, has now cost us over \$104,000  
Lyn Wingert – that is correct
- H. Karen Whitney – did you have notice/transition to jobs when John and Grady left?
  1. Linda Lueders – John made manuals and general outlines of all his work
  2. Melissa – had a 30-minute meeting during which they gave us information and passwords, but we are still figuring out systems, procedures. We need a policy to transition to the board that will follow us.

VIII. Facilities – update provided by Lyn Wingert

- A. Have had street lights that have gone out, working to get them all back on
- B. Please report “dark” street lights on the private streets to the office
- C. Siding repairs – ongoing
- D. Gutters – being cleaned as get to them as they are not emergency issues
- E. Chimneys tilting (2) – brick expert coming tomorrow
- F. Robert Neil – some areas need repainting  
Lyn – please identify those areas, give me addresses
- G. George Weissinger – HardiPlank needs to be primed to last longer  
Lyn – I will check into that and look at related cost

- H. Melissa – will do an assessment to see how much painting is needed  
George Weissinger – Sherwin Williams is good quality paint
  
- IX. Capital Projects – update provided by Gary Granere
  - A. Two properties (2301 and 2303 Broadlawn) need driveways redone
  - B. Two companies have been out to look at work that needs new concrete
  - C. One bid received
  - D. Some drains are sinking – will ask water company look at them, may be liable for repairs
  - E. Cookie Hockstedler – need fluorescent paint on the uneven areas of sidewalk
  - F. Barbara Schwartz – for history, we have raised some of the sinking sidewalks in the past
  
- X. Communications – update provided by Trish Charles
  - A. Will work on an electronic newsletter, will have it out within 2 weeks
  - B. Sheron Granere – can we advertise in it?  
Melissa – Board will discuss this topic at the next meeting
  - C. Melissa – paper copies of newsletter will be available in office for anyone not using a computer
  - D. New email address of office: [Office@UGTHOA.org](mailto:Office@UGTHOA.org)
  
- XI. Holiday calendar – Melissa provided three holiday calendar options. Board members are to review them, discuss at next meeting.
  
- XII. Open Forum
  - A. Greg Strickler – grew up in another part of country and saw tree roots exposed; why are we going to cover them with ground cover?  
We need to let the landscape guys prioritize where we need work next.  
Wendy Smith – goal is to prevent erosion beneath oaks, not cover roots
  - B. Janice Gordon
    - 1. Will new office worker be full time? Will we pay benefits?  
Melissa – will work 30 hours/week and have workmen’s comp insurance
    - 2. Nominating Committee – needs to encourage people to run for office
    - 3. We have deed restrictions regarding ivy growing on our property
    - 4. We used to repaint every 5 years; some paint being used is glossy
    - 5. Mold growing on buildings
    - 6. Need to buy a scissor lift for maintenance workers – new one is

\$38,000 but many good ones for sale

Tony Placella – need to check liability on using a scissor lift

- C. George Weissinger – lots of these details can be handled in committee meetings

Meeting was adjourned at 9:08 p.m.

Respectfully submitted,  
Brenda Sanzone