

**Minutes of the Regular Meeting  
of The Board of Directors of the  
Woodview at Bulverde Creek Homeowners Association, Inc.  
March 11, 2014**

A regular meeting of the Board of Directors of the Woodview at Bulverde Creek Homeowners Association, Inc., a Texas nonprofit corporation (the "Association"), was held in the Training Room at the offices of Association Management Services, 1600 NE Loop 410, Suite 202, San Antonio, Texas 78209, pursuant to call by the President of the Association.

**Directors Present:** Bob Bird, Isaac Torres, Lorri Tibbetts

**Directors Absent:** Orlando Guadalupe, Margaret Mitchem

**Others Present:** None

**Call to Order:** With a quorum present the meeting was called to order at 7:05 p.m. by the President, Bob Bird.

**Approval of Minutes:**

The minutes of the October 24, 2013 Board Meeting, December 17, 2013 Annual Meeting, and December 17, 2013 Organizational Board Meeting were reviewed. The Board minutes were approved with minor changes. The Annual Meeting minutes will be submitted to the general membership for formal approval at the next Annual Meeting.

**Homeowner Forum:** No homeowners were present.

**Financial Report:**

The Board reviewed the Association's Budget status, Balance Sheet, and the Reserve Account. Bob Bird went over the following account status of as 03/04/14:

Operating Fund ("checking account") - \$30,971.16  
Operating Fund Money Market ("savings account") - \$14,251.16  
Operating CD - \$21,848.20  
Reserve Money Market Account - \$5,029.96  
Reserve CD - \$10,473.48  
Total - \$82,573.96

Mr. Bird explained that the Reserve Money Market Account and CD represent funds specifically set aside to meet the needs for future repair and replacement of physical assets. He proposed that \$5,000 be transferred from the Operating Fund to the Reserve Money Market Account. This \$5,000 represents the approximate funds surplus from the 2013 budget. The Board approved the proposed transfer.

**Delinquent Accounts:**

There are currently 4 delinquent accounts that are of immediate concern. One has already been referred to the association's attorney. The other 3 are in final steps of administrative collection efforts.

**Deed Restrictions:**

Two issues were discussed:

- Need to maintain "presentable" yards in spite of the drought conditions. Watering, as permitted by SAWS water use restrictions, should be adequate to keep yards a recognizable shade of green. Weeds should be controlled. "Forced Mows" will be employed when specific yards continue to be unsightly after the prerequisite warning letters have been sent. When a "forced mow" is done, the property owner will be provided a copy of the invoice with demand for reimbursement payment to the association.
- Homeowners making property improvements must first obtaining approval from the association's Architectural Control Committee (ACC). The committee strives to ensure that the community design standards are complied with as set forth within the association's governing documents. If an improvement is made without ACC approval and does not meet the established standards, the association can legally demand that the improvement in question be removed. If necessary, the matter can be referred to the association's attorney for legal action.

**Unfinished Business:**

1. Management Company Research: The Board member serving as the POC for this action item was not present for the meeting due to illness. Item was held over for next Board meeting.
2. Grounds Maintenance Contract. In light of the performance of the current grounds maintenance company, the Board decided to bid out the contract. Bids should be available for review at the next Board meeting.

**New Business:**

1. **Illegal Dumping in Greenbelt.** Approximately two-thirds of the Bulverde Creek greenbelt is the property of the City of San Antonio. It has been reported that materials are being dumped in the greenbelt. If violators can be identified, they will be reported. If the dumping is in the association's part of the greenbelt and the guilty party is a Woodview resident, the individual will be charged for the cost of clean up.
2. **Mailbox Areas:** It was reported at the Annual Meeting that grass around some of our mailbox banks has become non-existent due to foot traffic. The Board wants to obtain an estimate or two as to what the cost would be to install crushed granite in these areas. If viable, permission would need to be obtained from the applicable homeowner before the crushed granite could be put down.
3. **Speeding in Subdivision:** Based on resident input at the Annual Meeting, it is felt that the current 30 mph speed limit within Woodview is unacceptable. The Board has decided to petition the city to lower the speed limit to 20 mph based on the narrowness of the streets, number of cars parked in the street, and the distance needed for a vehicle to stop traveling 20 mph versus 30 mph. The following reflects approximate stopping distances on dry and wet surfaces.

Vehicle Speed	Road Condition	Stopping Distance
30 mph	dry	43 feet
20 mph	dry	20 feet
30 mph	wet	55 feet
20 mph	wet	25 feet

4. **Canyon Parkway Through Traffic:** Because of the traffic light at Canyon Parkway/Bulverde Road, a considerable number of Summit residents use Canyon Parkway leaving and returning home. The Board has discussed asking the city to close off Blue Trinity just north of Canyon Parkway. This could be done with the installation of bollard posts or fencing that would still allow emergency access. Further investigation into the issue and resident input are needed.
5. **Alpine Aster/Liatris Lane Intersection.** At the Annual Meeting it was pointed out that vehicles turning left from Alpine Aster onto Liatris Lane often "cut the corner" and have on occasion caused an accident. The association will request that our SAPD SAFFE officer monitor the intersection and, if recommended, the city be asked to study the situation to determine what might be done.
6. **Canyon Parkway Street Lights.** The first 5 street lights along Canyon Parkway from Bulverde Road have been out for quite some time. Two requests to CPS for repair were ignored. A third request was submitted on 12/30/13. After 4 weeks with no response, a follow-up email was sent to CPS with a copy to City Council, District 10. District 10 office found out that according to CPS, the utility has powered down the line feeding the street lamp unit because of local construction. A CPS representative was supposed to contract the District 10 office as to when we can expect to have the lights restored. This apparently has not happened. The Board decided to refer the matter to WOAI Channel 4 Trouble Shooters if the lights aren't back on by April 1<sup>st</sup>.
7. **Utility Box-Canyon Parkway.** The green box was damaged, removed, and replaced with its contents wrapped in black plastic. It has remained that way for a number of years. The city was contacted and supposedly had someone come out and look at it (Code Compliance most likely). They stated that it wasn't a city issue and that the "box" probably belonged to either ATT or Time Warner. Contact needs to be made with Time Warner and ATT to see if it belongs to either one of them.
8. **Garage Sale.** It was determined that the association's Spring Garage Sale will be held in May. Fiesta and Easter precluded scheduling it in April.

**Next Board Meeting:** The Board agreed that the next Board Meeting would be determined at a later date.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 8:02 p.m. by the President.

Respectfully Submitted,

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Bob Bird, President