

High Gabriel Estates Property Owners Assn. Inc.  
BODs Regularly Scheduled Monthly Meeting  
Leander First Baptist Church, Family Life Center  
10000 RM 2243, Leander, TX 78641  
July 10, 2023

**Forum Format:**

Non-membership: New Business- None

POA-Membership: New Business- None

**POA Membership Present:** Don Mohler

**BOD Members Present:** Virginia Partain (Chair (S-#6), Helen Trahan (Treasurer (S-#4), Darla Engh (Vice Chair (S-#3), Danny Roberts (S-#1),

**BOD Members Absent:** Veronica Hoffpauir (S-#7)

**POA Open Meeting**

**Call to Order:** A quorum present, the Chairperson called meeting to order at 8:10 P.M.

**Minutes Approval:** Chair- asked if any issues or corrections to the June 12, 2023 meeting minutes previously published for review. Darla objected to the inclusion of discussion between herself and the chair in regard to an unknown address on a Resale Certificate Request during May. Danny made motion to approve minutes with corrections, striking discussion between Chair and Darla as not having been made in meeting. Darla 2<sup>nd</sup>, **Motion carried 2-1-0**

**POA Officers Reports**

(In order prescribed in Bylaws):

**Chairperson's Report:** Virginia: \* Friendly Concern #1 Concrete planters acquired by the POA for lot 19 were delivered but not placed as designed, neighbor was informed. \* Concern #2, property owner concerned of new fencing placement in regard to property line and water meter. No ACC approval being requested by neighbor. Virginia visited site and determined at least a survey should be made. Contacted owner to stop construction until a new survey was provided. Complied.

\*A Quit Claim Deed to HGEPOA for the property know as Arroyo, was received, filed and recorded with Williamson County Official Public Records on June 21, 2023 by the Chair.

\*Reported that WSC was in planning stages with Leander for Emergency Water Use via a tap. Well #1 is offline due to lack of water to sustain pumping. Flushing did create concerns of a well or tower leaks, neighbors keeping watch of water usage.

**Vice Chairman's Report:** Darla

**Secretary's Report:** Virginia – \*ACC process; meet in smaller room, same night same place, with notice via the POA Agenda, but only when an improvement request is ready for approval and signatures. Owner and membership can attend when desired. \*Bank visit to investigate check scanning process, online check payments, etc. to eliminate the double account being used having become convoluted when BBVA became PNC and account was still under WSC. WSC still has an account and the POA account is 'hidden' under that account. Issue, Property Owners and Resale Checks are still deposited to the PNC account as well as online PayHOA Property Owner payments, however, the hand written checks have another name and account number. Needs further discussion.

\*Delinquencies: Total greater than \$9,000. Originally billed \$15,829, collected \$6,206, delinquent \$9,623. Possibility property owners not familiar with new billing process.

**Treasurer's Report:** Helen (treasurer's reports are not approved or published on website). Reported deposits for June of \$712. A May deposit of \$803 was reported not having been available due to absence. Question: PayHOA ACH charges vary- determined to be equaling the number of checks in batch process.

## Board Member/Committee Reports

**Common Areas:** Danny – reported his approval for Arroyo Park mowing.

**Resale Certificates:** Darla – June was reported early in June.

**PayHOA Committee:** Veronica & Virginia, Veronica familiarizing herself with the system, Virginia continues to find new reporting and features, making that effort much easier. PayHOA has been paid \$1195 to date.

### **Business Session:**

#### **Unfinished Business:**

**Treasurer:** Reimbursements and payment requests:

**Pre-approved:** LFBC, PEC Lamp, Arroyo Park Mowing.

**Invoices for approval:** Helen made motion to reimburse Virginia \$193.14 for various office supplies, post office key and deposit and Document filing with Wilco. Darla 2<sup>nd</sup>, **motion carried 3-0-1**. Virginia made motion to reimburse Helen for 3 sets of signs ordered for Lot 19 and the Nature Trail for \$118.94, Darla 2<sup>nd</sup>, **motion carried 3-0-1**

**New Business from Board Members:** Darla said: Resale Certificate to include projected bills from WSC-needed research

Virginia had request from WSC for current notification regarding a Resale Certificate request received notice from Terry to Texas Water, e-mail: [Billing@texaswater.net](mailto:Billing@texaswater.net).

There being no other business the Chair stated the meeting was adjourned.

#### **Adjourn: 9:10**

Virginia Partain, Secretary (as transcribed from Darla's notes)

HGE Property Owners Assn. Inc.

**Approved Date:** August 7, 2023 \_\_\_\_\_