

## Granada HOA Board Meeting Minutes

April 17, 2023

In-person meeting was held at the home of Jen Martin, 9102 El Rey Blvd, Austin, TX and was called to order at 7:05 PM.

Board members in attendance were Scott Budd, Lisa Cmerek, Sara Headden, Jen Martin, Ryan Mikulenska, Roy Ribelin, Mary Woodruff; not attending was Linda Garner. Also attending was Gina Budd, Tennis Court Coordinator. Resident guest was Lisa Schmitz and Brittany Walker.

### Approval of Meeting Minutes

- MOTION TO APPROVE the minutes of the HOA Board Meetings held on 03/20/2023 was made by Ryan Mikulenska, seconded by Lisa Cmerek and unanimously approved.

### Tennis Court

Gina Budd, Tennis Court Coordinator

- 1) Advises that non-member tennis court memberships should be limited and have probably reached the maximum allowable. Would like for to the board to consider increasing the non-resident tennis court fee in 2024.
- 2) The trial of temporary pickleball stripes has not been successful. A quote to restripe the tennis court for pickleball was solicited. The board discussed the options to restripe the court for one vs two pickleball courts and, if two courts were striped, players would need to bring and set up their own net.  
MOTION TO APPROVE the expenditure of up to \$1,000.00 to have the tennis court restriped with one pickleball court was made by Mary Woodruff, seconded by Ryan Mikulenska and unanimously approved.

### Resident Comments

Lisa Schmitz

- 1) Has been playing pickleball regularly using the temporary solution and was interested in having the court restriped.
- 2) As a previous HOA president she wanted to know the status of a HOA Architectural Control Committee. She would like to see some standards maintained in the neighborhood but understands that the HOA has no authority to act in the capacity of an ACC.

Brittany Walker

Interested in a future HOA board member position and visiting to understand the operations.

### Financials

- The following financial reports were provided by Lisa Cmerek. Copies are attached hereto for reference.
  - Balance Sheet as of 04/17/23
  - Profit and Loss 1/1/23 – 4/17/23

### Membership Updates

- A HOA Membership Report as of 04/16/23 was presented for review and discussion. A copy is attached hereto for reference.

### Website Progress

- Ryan Mikulenka, Sara Headden and Mary Woodruff met with resident, John Serrao regarding the status of our [www.granadahillshoa.org](http://www.granadahillshoa.org) website. John is a professional website developer who has volunteered to assist. It was his opinion that the site could use some updating and recommended moving to a web hosting platform that is easier to self-administer. The topic of the difficulty of finding the HOA site when searching the internet was also discussed.
- John Serrao and Mary Woodruff have worked to improve the Google search capabilities. The Google Business page has been claimed and updated with a link to the website along with a description that references the HOA, pool and tennis courts. Configurations to the website have also been made to allow the Google Console to index the site which will optimize their search engine.

### 2023 Events

- Easter Celebration was coordinated by Roxie Escobedo and was a success.
- Semi-annual garage sale was rescheduled from April 8<sup>th</sup> to April 22<sup>nd</sup> due to wet weather. This event is coordinated by Emily Lawson.
- Adult Pool Happy Hour date to be determined and will be coordinated by Ryan Mikulenka.
- HOA board members were designated as the organizer for each the HOA sponsored events.

HOA EVENT	ORGANIZER
Annual Meeting	Scott Budd
Park Day	Scott Budd
Easter Celebration	Jen Martin
Garage Sale	Emily Lawson
Pool Kickoff Party	Erica Lindy
July 4th Parade & Celebration	Ryan Mikulenka, Roy Ribelin, & Jen Martin
Trunk-or-Treat	Lisa Cmerek & Linda Garner
Holiday Craft Fair	Sara Headden
Christmas at the Park	Mary Woodruff

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### Park

- My Park Day was held on 04/15/23. There were approximately 25 volunteers (15 board members and families and 10 homeowners). All projects were completed.

### Pool

- A HOA opening day event is scheduled for May 6<sup>th</sup> between 12:00 and 3:00; the pool will be open to all residents during that time and hot dogs, drinks and snacks will be available.
- The board discussed parameters for private pool parties with no final decision reached. Allowing private parties was not ruled out, however, any request to be handled on a case-by-case basis.
- Mary Woodruff presented a proposal to move the phone and internet service at the pool from an AT&T wireless solution to a Spectrum business voice line and internet service. This will provide more reliable service and on-site technicians. The transition will also require having Cothorn's make a site visit to reset the IP to the gate controller.  
MOTION TO APPROVE moving forward with this change of service was made by Ryan Mikulenka, seconded by Scott Budd and unanimously approved.
- It was noted that the posted pool permit expired January 1, 2023. Ryan Mikulenka to submit an updated pool permit application.

### Communications

- The date for submission of content for the June quarterly newsletter is May 5<sup>th</sup>.

Board Member Transition

- The board continues to discuss the need to recruit residents to serve on the HOA board.

Committee Updates

- No updates

Other Business

- Jen Martin has been in contact with Sheryl Lowe regarding the Welcome Wagon committee and will be picking up four gift baskets that Sheryl has for distribution. The New Residents Guidebook needs to be updated for distribution with welcome wagon gifts.

Adjourned

Meeting was adjourned at 9:00 PM

Minutes prepared by Mary Woodruff, Secretary

Mary Woodruff  
Mary Woodruff, Secretary

5/22/2023  
Date of Approval

# Granada Hills HOA

Monthly Board Meeting Agenda – April 2023

4.17.2023 – 7:00 PM – @ Jen Martin's House

Call to Order

Approval of Meeting Minutes

Resident Comments

Financials

Membership Update

Website Progress

2023 Events

- Easter Recap
- Neighborhood Garage Sale
- Adult Happy Hour at the Pool
- 4<sup>th</sup> of July

Park

- It's My Park Day April 15<sup>th</sup> - Recap

Pool

- Opening Day Party
- Private Party Policy
- Furniture, pool cover, telecommunications

Tennis Court

- Pickleball

Communications

Board Member Transition

Other Business:

# Granada Hills Home Owners Association

## Balance Sheet

As of April 17, 2023

	TOTAL		
	AS OF APR 17, 2023	AS OF DEC 31, 2022 (PP)	CHANGE
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
1000 Association Cash Balance	84,314.81	62,771.28	21,543.53
1001 Pool Cash Balance	-3,189.66	-548.64	-2,641.02
<b>Total Bank Accounts</b>	<b>\$81,125.15</b>	<b>\$62,222.64</b>	<b>\$18,902.51</b>
Other Current Assets			
1310 Prepaid sales tax	23.61	23.61	0.00
1330 Tax Pre Payments/Refunds	724.00	724.00	0.00
<b>Total Other Current Assets</b>	<b>\$747.61</b>	<b>\$747.61</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$81,872.76</b>	<b>\$62,970.25</b>	<b>\$18,902.51</b>
Fixed Assets			
1590 Land	12,621.00	12,621.00	0.00
Association	9,713.68	9,713.68	0.00
Pool	5,269.00	5,269.00	0.00
<b>Total Fixed Assets</b>	<b>\$27,603.68</b>	<b>\$27,603.68</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$109,476.44</b>	<b>\$90,573.93</b>	<b>\$18,902.51</b>
<b>LIABILITIES AND EQUITY</b>			
Liabilities			
<b>Total Liabilities</b>			<b>\$0.00</b>
Equity			
3900 Reserves - Association	90,845.31	90,845.31	0.00
3910 Reserves - Pool	-271.38	-271.38	0.00
Net Income	18,902.51		18,902.51
<b>Total Equity</b>	<b>\$109,476.44</b>	<b>\$90,573.93</b>	<b>\$18,902.51</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$109,476.44</b>	<b>\$90,573.93</b>	<b>\$18,902.51</b>

# Granada Hills Home Owners Association

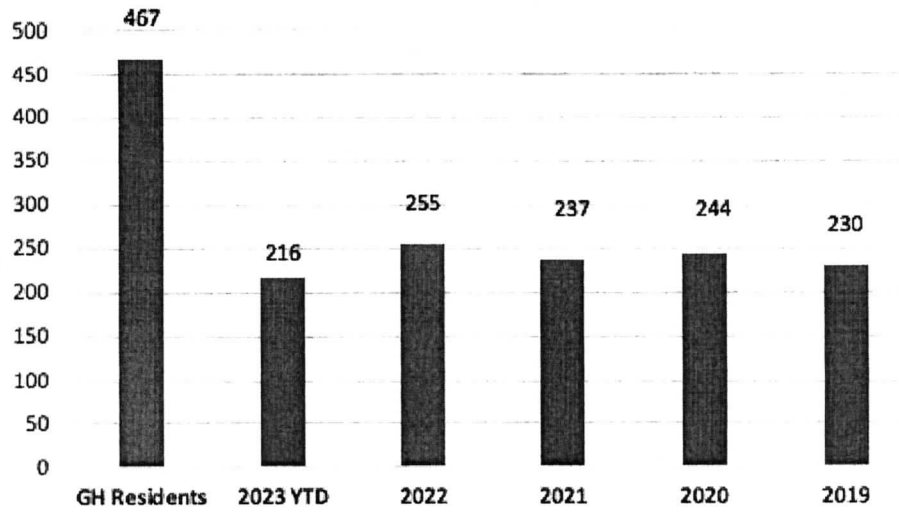
## Profit and Loss January 1 - April 17, 2023

	ASSOCIATION		POOL		TOTAL	
	JAN 1 - APR 17, 2023	JAN 1 - APR 17, 2022 (PY)	JAN 1 - APR 17, 2023	JAN 1 - APR 17, 2022 (PY)	JAN 1 - APR 17, 2023	JAN 1 - APR 17, 2022 (PY)
<b>Income</b>						
4010 Annual Dues	29,680.00	17,376.00			\$29,680.00	\$17,376.00
4020 Pool revenue					\$0.00	\$0.00
4021 Pool Membership Fee			4,380.00	6,460.00	\$4,380.00	\$6,460.00
4022 Pool Rental			500.00		\$500.00	\$0.00
<b>Total 4020 Pool revenue</b>			<b>4,880.00</b>	<b>6,460.00</b>	<b>\$4,880.00</b>	<b>\$6,460.00</b>
4030 Ad Newsletter	175.00	200.00			\$175.00	\$200.00
4032 Raffle Tickets	100.00				\$100.00	\$0.00
4040 Donations	805.00	1,257.00			\$805.00	\$1,257.00
4044 New Entrance Sign	230.00	328.00			\$230.00	\$328.00
<b>Total 4040 Donations</b>	<b>1,035.00</b>	<b>1,585.00</b>			<b>\$1,035.00</b>	<b>\$1,585.00</b>
4050 Merchandise Sales (Taxable)		37.71			\$0.00	\$37.71
<b>Total Income</b>	<b>\$30,990.00</b>	<b>\$19,198.71</b>	<b>\$4,880.00</b>	<b>\$6,460.00</b>	<b>\$35,870.00</b>	<b>\$25,658.71</b>
<b>GROSS PROFIT</b>	<b>\$30,990.00</b>	<b>\$19,198.71</b>	<b>\$4,880.00</b>	<b>\$6,460.00</b>	<b>\$35,870.00</b>	<b>\$25,658.71</b>
<b>Expenses</b>						
5010 Neighborhood Activities	148.09	123.00			\$148.09	\$123.00
5011 Board Meeting Expenses	237.64	222.26			\$237.64	\$222.26
5013 General Meeting	75.00				\$75.00	\$0.00
5019 Other		207.01			\$0.00	\$207.01
<b>Total 5010 Neighborhood Activities</b>	<b>460.73</b>	<b>552.27</b>			<b>\$460.73</b>	<b>\$552.27</b>
5020 Communications					\$0.00	\$0.00
5021 Newsletter	735.72	607.37			\$735.72	\$607.37
<b>Total 5020 Communications</b>	<b>735.72</b>	<b>607.37</b>			<b>\$735.72</b>	<b>\$607.37</b>
5030 Park Expenses		68.47			\$0.00	\$68.47
5040 Tennis Court	810.23				\$810.23	\$0.00
5052 Pool Area Maintenance			1,793.62		\$1,793.62	\$0.00
5101 Pool attendants			1,980.00	600.00	\$1,980.00	\$600.00
5210 Repairs & Maintenance	4,100.00				\$4,100.00	\$0.00
5221 Cleaning & chemicals			2,801.09	2,351.59	\$2,801.09	\$2,351.59
5230 Supplies				1,033.04	\$0.00	\$1,033.04
5240 Landscaping	649.50	884.94			\$649.50	\$884.94
5570 Security			29.77	129.90	\$29.77	\$129.90
5572 Portable toilet	650.12	416.16			\$650.12	\$416.16
5590 Professional fees					\$0.00	\$0.00
5591 Accounting	565.04				\$565.04	\$0.00
<b>Total 5590 Professional fees</b>	<b>565.04</b>				<b>\$565.04</b>	<b>\$0.00</b>
5680 Outside Organization Dues		200.00			\$0.00	\$200.00
5750 Office Supplies	42.64				\$42.64	\$0.00
5770 Utilities					\$0.00	\$0.00
5760 Telephone			227.85	235.56	\$227.85	\$235.56
5771 Electric	424.68	410.51	388.54	816.00	\$813.22	\$1,226.51
5773 Water	64.00	64.00	300.15	522.76	\$364.15	\$586.76
<b>Total 5770 Utilities</b>	<b>488.68</b>	<b>474.51</b>	<b>916.54</b>	<b>1,574.32</b>	<b>\$1,405.22</b>	<b>\$2,048.83</b>
5811 PayPal fees	768.03	510.28			\$768.03	\$510.28
5940 Taxes					\$0.00	\$0.00
5943 Property taxes	175.78	0.00		26.77	\$175.78	\$26.77
<b>Total 5940 Taxes</b>	<b>175.78</b>	<b>0.00</b>		<b>26.77</b>	<b>\$175.78</b>	<b>\$26.77</b>
<b>Total Expenses</b>	<b>\$9,446.47</b>	<b>\$3,714.00</b>	<b>\$7,521.02</b>	<b>\$5,715.62</b>	<b>\$16,967.49</b>	<b>\$9,429.62</b>
<b>NET OPERATING INCOME</b>	<b>\$21,543.53</b>	<b>\$15,484.71</b>	<b>\$-2,641.02</b>	<b>\$744.38</b>	<b>\$18,902.51</b>	<b>\$16,229.09</b>
<b>NET INCOME</b>	<b>\$21,543.53</b>	<b>\$15,484.71</b>	<b>\$-2,641.02</b>	<b>\$744.38</b>	<b>\$18,902.51</b>	<b>\$16,229.09</b>

**GRANADA HILLS HOA  
BOARD MEETING**

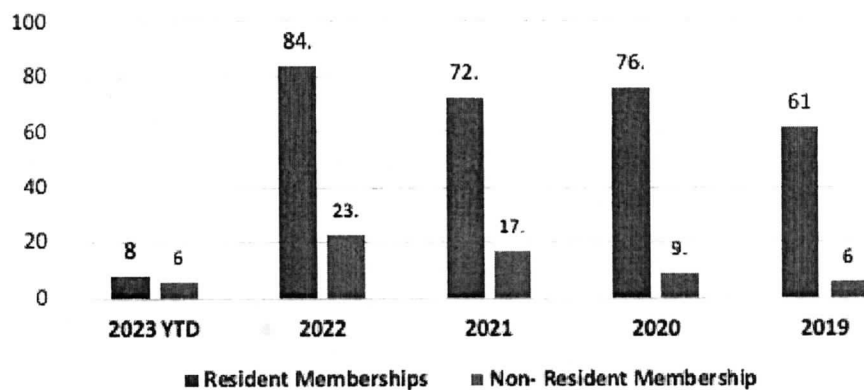
April 16, 2023

**HOA MEMBERSHIPS**



	2023	2022	2021	2020	2019
Dues	\$32,260	\$35,034	\$26,292	\$27,032	\$25,540
Donations	\$1,295	\$2,093			
Raffle	\$320				

**POOL MEMBERSHIPS**



	2023	2022	2021	2020	2019
Residents	\$1,890	\$25,635	\$21,700	\$21,310	\$17,900
Non-Residents	\$2,650	\$9,515	\$6,010	\$3,420	\$1,985
Pool Parties	\$500	\$1,925			