

	Location: Zoom Teleconference
	October 26, 2021
	Time: 2:00 PM

SOLA CITY HOMES HOMEOWNERS ASSOCIATION

Board of Directors Meeting

CALL TO ORDER – Andres Galvez, President called the meeting to order.

ROLL CALL – Christine Wren, Secretary, and Vanessa Artiga, Treasurer were present. Judi Smith from Team Group Systems was also in attendance.

Owner, Lara Davis (61), also attended the meeting.

REVIEW MINUTES – BoD previously approved the August minutes, and they were distributed to all owners via email. The minutes are also posted at <https://solacityhoa.com/board-meeting-minutes/>.

FINANCIAL OVERVIEW – The BoD reviewed **September** financials provided by Team Group Systems.

If you are not currently paying your HoA fees timely, please reach out to Team Group Systems as soon as possible to avoid additional late fees. Auto payment (ACH) is offered through Team Group Systems, our management company, at 2800 S IH 35 Frontage Rd #110, Austin, TX 78704. We also have a pay portal with Pay Lease/Zego where you can pay both water utilities and HOA dues. Please contact Team Group Systems for details.

Sola City Homes has three ways for owners to pay their monthly dues.

- Pay Online through [PayLease/Zego](#) for both HoA dues and the MeterTex bill
- Sign up for Electronic Funds Transfer Authorization (ACH). You can get the form from our [website](#) under the HoA owner's only section. If you need a password, please email the board@solacityhoa.com.
- Mail a check to Team Group Systems

*Please remember that your **HoA dues are due on the 1st of each month**. The remainder of your monthly obligation to the HoA is the amount posted on your MeterTex bill (utility - Personal water, your portion of community water, weekly trash & recycling), which is due on the date posted on the MeterTex bill. Letters have been sent to all owners that are more than 30 days late on HoA dues, MeterTex bill, or both to work to bring all owners current.*

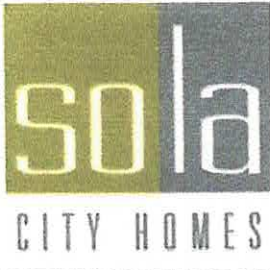
FREQUENTLY ASKED REQUESTS: All can be found on the Sola City Homes web page under owner's page:

[Declaration of Condominium Regime \(Conditions, Covenants, and Restrictions\) \(344 pages\)](#)

[Sola City Homes Association Community Manual \(56 pages\)](#)

[Landscaping Guidelines \(page 32 & 33 in pdf\)](#)

[Landscaping – Native and Adapted Landscape Plants List](#)



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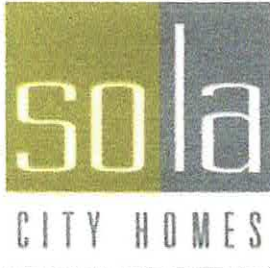
ROOF REPLACEMENT COMPLETED. Black Slate Roofing completed the roofing job in just under 30 days. That was all nine three-story (and three 2-story units) buildings. They provided magnetic nail clean-up to the best of their ability and power washing of the driveway. The gutters were all cleaned and the roof removal side of gutters were replaced. A new laminated composition of 30-year architectural shingles were installed. There may be some nails that owners and tenants will need to help clean up. A special assessment was not needed to complete the roofing project. The last payment has been paid to the roofing company of **\$7,849.59** and is paid in full.

Black Slate will be inspecting the roof for any wind damage from the recent heavy winds. A few vent caps have been found on the complex grounds.

HoA MASTER POLICY SEARCH. Sola City Homes has been notified that our current Master Policy provider will not renew next April 2022. This is a trend being seen across the south for condo associations. John J. McNulty, (our Sola City Homes master policy insurance agent), Commercial Lines Manager, Howe Insurance Group, LLC, 512-346-7645 Office will begin shopping for a new policy around January 2022.

NEW LANDSCAPE COMPANY. The Board along with the Ground Committee has invited fourteen landscape companies to present their companies to be a new vendor. The Grounds Committee as well as some of the Board members interviewed three companies on-site. After a recommendation from the owners that interviewed the companies, the Board approved hiring a new landscaping company, ecoSystems Landscape Services. Ely Reynold will be our contact. The irrigation system will be addressed by our new vendor. ecoSystems will also be trimming the retention pond and adding that to a regular schedule. They will also work in tandem with our landscape design company to begin common area grounds improvement projects throughout Sola at the end of 2021 and into 2022. Team Group Systems is working to have the contract signed, and ecoSystems will begin as early as November 1, 2021.

GROUNDS COMMON AREA. The master plan design from Jill Zimmerman, Strata Landscape will be reviewed by the Landscape Committee and the Board throughout October and early November. The plan will be made available to all owners for a comment period. The plan has attempted to accommodate as many of the owners suggestions and submissions to improve the community common area spaces. The idea is to take the overall plan and begin by addressing the critical elements—erosion, working irrigation, and safety while also driving beautification projects around the common area. Anyone interested in being part of the Grounds Committee please reach out to Lisa Robinson (23) or Bob Dean (24).



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Sola City Homes Grounds Project 2021/2022

Goal: To have a plan designed to improve all the community spaces' functionality, safety, and aesthetics.

Owners Wish List (We are working with the landscape designer and our new lawn vendor to see how much of the wish list is feasible and will fit on the property):

1. Help mitigate and eliminate erosion.
2. Hardscape and plantings that create year-round color and interest. Based on the City of Austin water-tolerant plants
3. Clear emergency access
4. Utility access with screen blocks (hardscape) or foliage
5. Visual cues for clear pedestrian and bicycling traffic within the property, as well as along sidewalk around the community
6. Reducing entrance speeds for safe entrance and exit of garage space and children playing
7. Add cover over mailboxes.
8. Add ADA-compliant stair units to mailboxes.
9. Add a dog park/run for owners and tenants.
10. Add cover for children waiting for the school bus.
11. Add parking for last-mile mobility (e-scooters, segways, etc.)
12. Add Little free library.
13. Raised bed gardening for owners
14. Potential mini-orchard for all owners and tenants
15. Beautify the retention pond, if possible

GROUNDS-LIMITED COMMON AREA. Owners are responsible for their own front or backyard.

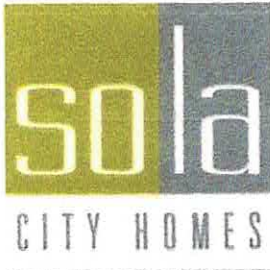
From Sola City Homes Community Manual




11.H Limited Common Elements, including Individual Yards.

Before installing landscaping or other Improvements on Limited Common Elements, like a Unit-specific yard, **Owners must submit a detailed landscape plan to the Grounds Committee for approval. The Grounds Committee shall be appointed by the Board.**

The landscape plan must conform to the space constraints of the yard and blend with the overall appearance and style of the current grounds (for example: no large palm trees). If the landscape plan is approved by the Grounds Committee, it will be placed in a master file for reference.

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Each owner will be required to follow the plant list published by the City of Austin and the Texas AgriLife Extension Service in the publication entitled "Native and Adapted Landscape Plants", accessible online at: http://www.austintexas.gov/watershed_protection/publications/document.cfm?id=198301. An Owner may choose plants starting in the section entitled "Shrubs" beginning on page 12 through the remaining sections in the publication.

Installation and maintenance of all yard plants within the Limited Common Elements is the responsibility of the individual Owner, except the legacy trees (large trees). Notwithstanding the foregoing, the Association will be responsible for maintaining the Limited Common Elements with:

- **regular lawn mowing; trimming and maintenance of the legacy trees, including the *Ulmus crassifolia* (Texas Cedar Elm), *Ulmus crassifolia* (Texas Cedar Elm), *Quercus muehlenbergii* (Chinkapin Oak), *Quercus polymorpha* (Mexican White Oak or Monterey), and *Quercus macrocarpa* (Bur Oak);**
- **replacement of mulch; and**
- **repair of the irrigation system if damage was not caused by the homeowner.**

BUILDING 8 & 9 DRAINAGE. The new Landscape company will look at the drainage issues.

TRIMMING TREES BY SPACES 2525 We are reaching out to Spaces 2525 to have them address the dead and dying trees overhanging our retention pond. Team Group Systems will follow-up.




VISUAL CUES & RESTRIPPING FIRELANE. The deposit has been paid for the speed cushions, restriping and exit stop signs. The driveway lines will be power washed to prepare for painting. **If you do not want your water (front or back hose bib) to be used, please mark it with the orange ribbon that will be supplied by the HoA located by the mailboxes.** Team Group Systems will be sending a notice just before the power washing will be scheduled. This will take a week or two for the area to be prepped and painted in November 2021.

Children playing cones have been added to the emergency turnaround area. Please use them to mark off the driveway when children are riding bikes, scooters and generally playing in the area.

SOLA SPEED LIMIT. The Sola City Homes grounds **speed limit is 5 mph.** It is posted at both entrances. PLEASE SLOW DOWN. There is also a new **LOWER speed limit for the neighborhood just before the Bluebonnet entrance that is 25 mph now.**

WASHING CARS/WATER RESTRICTIONS. Please wash your car at a commercial car wash that recycles water. Remember that Austin's water restrictions starting with Stage 1 Restrictions, vehicles may only be washed at a commercial car wash, not at home. If you wash your car at home during Conservation Stage, use a hose with an automatic shut-off nozzle, and in your garage to not block/park



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in the firelane. A reminder, Sola is considered a commercial property under the water restriction guidelines.

EXTERIOR PEST CONTROL. The Board has approved a new solution to resolve a pigeon issue and approved the installation obstacle gels. The area will be disinfected. The work will be completed in the next few weeks.

BIRD NOTICE: In Texas, the Swallow breeding season has been recorded to last from late March to mid-August. The barn swallows are one of over 1,000 different species protected under the federal Migratory Bird Treaty Act of 1918 passed by Congress which, in Texas, and is enforced by Texas Game Wardens. **The Swallow season is now over and each owner should remove the nests around your unit.**

PAINT REPAIRS AND TOUCH-UPS. Still on Hold. We are waiting to get on the vendor's schedule. Thirteen units out of the 62 units have submitted paint touchup requests. Units: 4, 8, 14, 26, 27, 28, 32, 39, 40, 46, 51, 54, 61. Team Group Systems will coordinate with the Texas Painting Company. Exact timing and details will be shared with all owners when it is scheduled. **We will send an all-owner email when we know of the dates.**

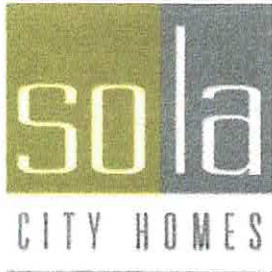
WINTER STORM REPAIRS CONTINUE. Unit 34 and Unit 58 are still under construction due to the winter storm.

GENERATOR INSTALLATION REQUEST. An owner has requested permission to install a generator on his unit. Due to the fuel storage restrictions at Sola, the Board will need to research in partnership with the owner, to see if there is an option Sola owners can utilize.

GRILLS. By city ordinance, only electric grills are allowed. Residents may keep and use barbeque grills that comply with all applicable regulatory requirements. Click on http://www.main.org/reflections2/charcoal_grills.pdf for additional information. We are considered an apartment in the Fire Marshal's eyes, and fines start at \$348 from the City.

UNIT 8 WATER SHUT OFF. Owner is scheduling work to be done that requires the main building shutoff to be used. Team Groups Systems will coordinate with the building owners and the Unit owner of Unit 8.

UNIT 25 LANDSCAPING. Unit 25 submitted an updated landscape proposal. The Ground Committee approved the changes and the Board approved the request.



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UNITS 14 AND 15 GUTTER REPAIRS. Both units experienced gutter and water issues after the latest storm. An asset and repairs are underway.

REPAIRS. A work order has been submitted to repair the two community lights in the emergency turnaround.

Personal Safety. Garage doors should be closed at all times for personal safety and to reduce the opportunity for theft. When the complex was built, the City of Austin provided information that costs less than \$3 per year to keep your outdoor front porch and back/garage lights on.

Using your front and back porch lights provides extra light for personal safety and significantly reduces any potential opportunities for theft or personal harm.

PARKING AND VISITOR PARKING. The interior spaces are reserved for guests and are marked as such with clear signage. Residents are not to park in the visitor spaces. Please remember to share.

Maximize your garage space for vehicles and not storage. There is street parking between white markings along Del Curto. **Please do not park your tires on the sidewalk.** It is a hot button issue with many of the long-time residents/neighbors, and they will call 311 to ask you to receive a ticket. **Please do not park in the fire lane. Please do not block anyone's garage.** If you need to load and unload in the fire lane, please use your hazard lights.




NO PARKING IN FIRE LANES! We are getting complaints about owners being blocked and don't have access to their garages. Owners are not to use the emergency turnaround (across from the mailboxes) as personal or guest parking. All interior parking spots are NOT for owners.

FINES. The Board will begin issuing fines for repeat parking offenders per the guidelines already noted in our HoA documents. Written notices have been mailed to owners. The [fine structure](#) document can be found on the Sola HoA website.

RESERVE STUDY UPDATE: Team Group Systems is reaching out to previous Board member, Barbara Hohlt, who was instrumental in working with the most recent reserve study company. The Board has asked if she would provide a review and recommendation if any adjustment needs to be made in light of the roof repairs and extraordinary expenses incurred during 2020 and 2021. This is a precautionary review.

CLEANUP: There has been continuous clean-up by The Grounds Committee and many owners. We make a special effort to gather together on the first Saturday of each month and hold a community ground clean-up starting at 10:00 AM at the mailboxes. It generally lasts about 30 minutes. Join us!



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ANNUAL MEETING – All owners please **SAVE THE DATE! Monday, November 29, 2021 at 6:00 - 7:00 PM** via Sola Zoom Meeting. **More details coming soon.**

HALLOWEEN PARTY. Join the Sola neighbors and kiddos for a halloween party organized by our social chair, Sofia Blacksher (52), on Sunday October 31, 5:30 - 7:30 PM. Check out the bulletin board by the mailboxes for all the details. Anyone interested in helping organize social events please reach out to Sophia.

ADJOURNMENT – 4:00 PM

Minutes submitted by Christine Wren

Minutes Approved: Sola Board of Directors

Day-to-day operational contacts:

Louanne Belote (teamgroup1b@gmail.com)

Board support contact: Judi Smith (teamgroup9130@gmail.com)

Financials: Doyal Nelms manages financials

TGS Telephone: 512-476-9130

Office Address: 2800 South IH 35, Suite 110, Austin, TX 78704

Austin Energy Updates & Outage Maps. Text REG to 287846 to register for the alerts. You will need to follow the prompts.