



**Austin Lake  
Homeowners Association  
Annual Meeting  
December 16, 2012**

# Meeting Agenda

Item	Topic	Lead Discussant
1	Welcome; Call Meeting to Order	Glennnda Baker, President
2	Establish a Quorum; 2011 Minutes	Scott Perkins Jean Powers, Secretary
3	Association Recap for 2012	Glennnda Baker, President
4	Special Meeting Presentation and Q & A for the POAA and the Amended and Restated Bylaws	Jamie Lyons, Esq. Lazega & Johanson
4	2012 Social Committee Update	April Wittersheidt, Social Chair
5	Lake Update; Dredging Proposal	Al Little, Lake Committee
6	2012 Financial Update; 2013 Budget	Kerri Hunter, Treasurer
7	Portico Properties	Glennnda Baker, President
7	Open Forum (Questions/Answers)	All
8	Voting & Introduction of the 2013 Board	All
9	Adjournment	Glennnda Baker, President

# Austin Lake Annual Homeowners Meeting

## December 10, 2011

### Voting

	Yes	No
Approval of the 2012 Budget	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX	X
Approval of the 2012 Board	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
Approval of the Lake Dredging Plan	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXX

- ☐ New City Councilman – Corky Welch, 770-432-8437 – cell 404-626-3893
- ☐ Welcome
- ☐ Call to order
- ☐ Quorum approved
- ☐ Approval of the agenda in place of the 2010 minutes – passed
- ☐ Major accomplishments
- ☐ Association Issues
- ☐ Al Little – Lake Committee
- ☐ Lois Becton – Lake dredging project
- ☐ Separate Lake Project Team – Lead by VP of the board
- ☐ Al, Jim, 1 additional lake owner member, 2 additional members at large
- ☐ Lake Committee to transition to improve the amenity committee
- ☐ Haren – Financials
- ☐ Howard – When the board sends out a proxy the capital projects budget are to be detailed. Motion passes
- ☐ Cracks in the tennis courts are worse now than when repaired last year. Can the cracks be sealed? Budget to be amended to include \$850 in miscellaneous for tennis courts - Motion carries.
- ☐ Kamla Rimmey move to increase the dues \$50.00 permanently, voted on and defeated 16 – 9.
- ☐ Howard motions to approve the budget. Mona seconds
- ☐ Board to look into adding a bike lane.
- ☐ 3 way stop at Traymore and ALD

# **Association Accomplishments and Issues**

# Accomplishments

- > [www.austinlakesmyrna.com](http://www.austinlakesmyrna.com)
- > Updated Sediment Study For the Lake
- > Updated Dredging Proposals
- > Updated Pool Maintenance Quotes Received
- > Updated Landscaping Maintenance Quotes Received
- > Updated Pest Control Contracts
- > Amend Bylaws to Include the Property Owners Amendment Act and Extend the life of the bylaws perpetually.
- > Secretary of State documentation updated
- > Pool inspected/approved by Cobb County
- > Pool officially opens on May 1<sup>st</sup>
- > Playground Equipment Structure Replaced
- AquaVision officially closes pool on October 10<sup>th</sup>

# More Accomplishments

- Draft version of proxy for annual meeting developed
- Annual Meeting on December 16<sup>th</sup>
- Removal of 3 hornet nests at clubhouse
- Repair of exterior lighting at clubhouse
- Cleaning Company Change at clubhouse
- Change Pool Maintenance Company to All Clear Pool (Reducing Costs \$1,300 annually)
- Change Common Area Maintenance to Quality Cuts Landscaping (Reducing Costs \$3,000 annually)
- Beaver Removal
- Removal of dead or beetle infested pine trees at the entrance



# Association Issues

## » Clubhouse

- ✓ Unauthorized access; considering replacing locks
- > Failure to turn up/down thermostat upon the completion of clubhouse rental (leads to higher electric/natural gas bills)
- > Glass bottles not allowed in the pool at any time
- > Non-resident owners using the pool
- > Illicit and drug paraphernalia found at the pool numerous times
- > Carpet, paint and ceiling tiles deterioration at the clubhouse

## » Advance Notice for HOA Closing Letters

- ✓ Several requests for HOA letters were made at the last minute; places unnecessary stress on the Treasurer; sufficient notice must be provided.
- ✓ There is a fee for any accounting from the HOA of \$75. This fee was voted on and approved by the Board in 2006.

# More Association Issues

## » Architectural

- > Work being done on homes without ARC approval
- > Deterioration of mailboxes
- > Deterioration of wood trim and siding
- > Woodpecker holes



# **POAA and Restatement of Bylaws**

Originally when the neighborhood was formed the covenants and bylaws that were put into place had a time period of 20 years. This was brought to the attention of the current board and we immediately sought counsel to guide us through the appropriate steps to take to continue and maintain the bylaws. In June of 2012 we adapted the Property Owner's Amendment Act which kept the bylaws from expiring and made them perpetual to prevent the covenants of Austin Lake from expiring again. Based on the adaptation of the POAA there are some changes that need to be restated with the bylaws and that is one of the items being voted on at our meeting today.

# **2012 Social Committee**

# 2012 Social Events

Event	Date
Adult Pool Party	July
Community Block Party	September
Community Golf Outing	October
Halloween Party/Trick or Treat	October
Holiday Party (family)	December
Walking Group	



- » Margarita Man Machine
- » Live Music
- » Food, décor and supplies
- » \$500

# July Pool Party



- » Bouncy House
- » Outdoor games
- » Food/drinks
- » DJ music
- » Tennis Round Robin
- » \$420

# September Block Party





» Goodie Bags

» Pizza

» Drinks

» \$80

# Halloween Parade



- » Santa and Mrs. Claus
- » Bouncy House
- » Piñata
- » Goodie Bags/Crafts
- » Live Music
- » Coffee/Desserts
- » \$675

# Home For The Holidays





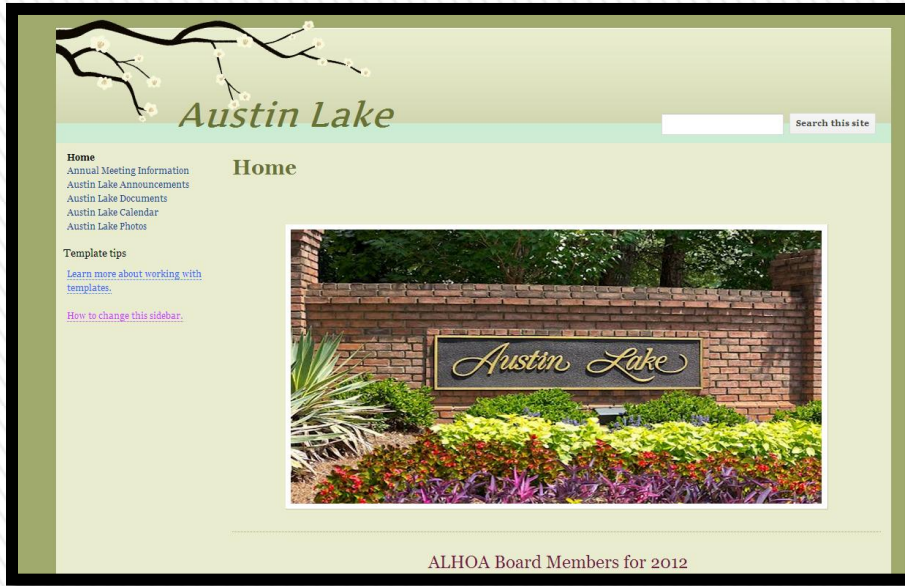
# 2013 Proposed Events

Event	Date
Easter Egg Hunt	Easter
Adult Party/Games/Poker	February & June
Community Block Party	July
Community Golf Outing	October
Halloween Party/Trick or Treat	October
Holiday Party (family)	December
Holiday Party (adults)	December



# **Austin Lake Website**

# www.austinlakesmyrna.com







# Looking For Someone on the Board?

[President@austinelakesmyrna.com](mailto:President@austinelakesmyrna.com)

[VicePresident@austinelakesmyrna.com](mailto:VicePresident@austinelakesmyrna.com)

[Secretary@austinelakesmyrna.com](mailto:Secretary@austinelakesmyrna.com)

[Treasurer@austinelakesmyrna.com](mailto:Treasurer@austinelakesmyrna.com)

[Grounds@austinelakesmyrna.com](mailto:Grounds@austinelakesmyrna.com)

[Architectural@austinelakesmyrna.com](mailto:Architectural@austinelakesmyrna.com)

[social@austinelakesmyrna.com](mailto:social@austinelakesmyrna.com)

[clubhouse@austinelakesmyrna.com](mailto:clubhouse@austinelakesmyrna.com)

# Lake Dredging and Proposal

# Lake Dredging Overview

- » Austin Lake is a swim, tennis & lake community. Our lake is a unique asset compared to amenities offered by other subdivisions.
- » The lake is included in the Engineering Capital Reserve Study asset maintenance schedule -- like the pool, tennis courts, & common areas, its condition affects community and individual property values.
- » It needs maintenance and development to become an amenity that is competitively attractive to current and new residents.



# Lake Dredging Overview

- » Engineering Capital Reserve Study targets lake dredging in FY-2013
- » Prior ALHOA Lake Committee research indicates approx. 4-6 months and \$100,000 to complete dredging work
- » Identified issues to address:
  - > Physical access for equipment and silt removal
  - > Funding options: higher fees over several years **vs.** large assessments
  - > Research lender financing options
  - > City/State/Agency permitting & assistance
  - > Annual terms of Board members to manage major Capital project



# Lake Dredging Proposal

- A multi-year approach: 3 years = 2012 - 2013 - 2014
- Completed in 3 phases
  - **2012 = Planning**: method, costs/bids, funding, Board approval
  - **2013 = Dredging**: permits, contractors, misc. problem-solving
  - **2014 = Follow-up**: long-term plan, run-off control, Cap. Reserves
- Managed by an appointed 3-yr Project Team
  - Accountable to ALHOA Board
  - 6 members = Board VP, 3 Lake Committee, 2 residents-at-large
- Supported by an approved funding plan
- Communication: quarterly updates to Board & residents, Annual Meeting review





# 2012: Project and Planning

- » Determine best access, dredging method, contractor(s)
- » Review bids/contracts, legal permits & compliance
- » Evaluate funding options, including but not limited to
  - > Cash funding from Capital Reserves
    - + Best case for increased annual fees over 5-10 years
    - + Best case for large assessments
    - + Rebuilding Capital Reserves
  - > Long-term financing/loan possibilities
    - + Community development loans, grants & other funding sources
    - + Best case for cash/loan combination
- » Produce a complete project plan & Board approval
  - > Required contracts, insurance coverage, regulatory letters, etc.
  - > Recommended funding plan
  - > Present dredging plan at December 2012 Annual Meeting





# 2013 Lake Dredging

- » Maintain required permits, regulatory approvals, insurance, contracts, liaison with city/state agencies
- » Manage ongoing contractor activity for duration of dredging activity; problem-solving as needed
- » Set aside cash in Capital Reserves to pay expenses
- » Communicate proactively to community
  - > Advise residents of timetable and any preparations required of them
  - > Provide quarterly reports and newsletter updates on progress
  - > Review project at December 2013 Annual Meeting



# 2014: Follow Up

- » Develop lake sustainability/maintenance plan
- » Consult with local /state agencies for run-off control
- » Develop plan to increase value & utilization of lake amenity
- » Rebuild Capital Reserves
- » Communicate to community
  - > Present follow-up plan at December 2014 Annual Meeting
- » Transition ongoing responsibility to Lake Committee



# Impact on Assessments and Fees

*Pro forma illustration only*

- » no large Capital projects budgeted in 2012 = Extra \$9,000 to capital reserve
- » \$100 increase to annual fees beginning in 2013 through 2018 = 5 years, or one-time \$500/home assessment
- » \$500 assessment or \$100 increase will rebuild fund faster and cover other Cap Res projects beginning 2014
- » Keeps annual fees very low compared to other SDs
- » \$100,000 cash payout limits any amount to be financed & interest

	OPTION <b>A</b>	OPTION <b>B</b>	OPTION <b>C</b>
Fiscal Year	Current \$500 Dues = \$5,000/yr	Increase to \$600 Dues = \$15,000/yr	One-time \$500 Assessment = \$50,000/1x
2011	\$103,500	\$103,500	\$103,500
2012 Planning	\$115,000	\$115,000	\$115,000
2013 Dredging	\$120,000 - 100,000 \$ 20,000	\$130,000 - 100,000 \$ 30,000	\$165,000 - 100,000 \$ 65,000
2014 Follow-up	\$ 25,000	\$ 45,000	\$ 70,000
2015	\$ 30,000	\$ 60,000	\$ 75,000
2016	\$ 35,000	\$ 75,000	\$ 80,000
2017	\$ 40,000	\$ 90,000	\$ 85,000
2018	\$ 45,000	\$ 95,000	\$ 90,000



# Austin Lake Fees vs. Other Neighborhoods

				Amenities		
Subdivision	Dues	Initiation	Mgmt Style	Lake	Pool	Tennis
<b>Austin Lake</b>	<b>\$500</b>	<b>\$0</b>	<b>Self-Mgmt</b>	<b>X</b>	<b>X</b>	<b>X</b>
Bentley Park	\$500	\$250	Prof. Mgmt.			
Vinings Estates	\$550	\$250	Prof. Mgmt		X	X
King Valley	\$580	\$250	Prof. Mgmt		X	X
Paces Ferry Park	\$600	\$250	Self Mgmt		X	X
Vinings Pointe	\$650	\$250	Prof. Mgmt		X	X
Vinings Glen (South Side of Ridge Rd. )	\$675	\$250	Prof Mgmt	X	X	X
Vinings Glen (North Side of Ridge Rd.)	\$660	\$250	Self Managed		X	X

# ALHOA Vote Schedule

- » 2011 Annual Meeting: Homeowners vote on the 3-year Lake Dredging proposal as presented so that planning can begin in FY-2012 ✓
- » **2012 Annual Meeting: Homeowners vote on final plan including a recommended funding option so dredging can be completed in FY-2013**
- » 2013 Annual Meeting: Homeowners vote on long-term development proposal and funding option to increase community use of our lake





# 2012 Lake Committee Updates to Dredging Proposals received and evaluated

- Potential use of Hutto property as staging area fully pursued and explored, determined to be unworkable
- Lake Committee met with Smyrna City Council Representative, and provided written general outline of Lake Dredging plans for City's permitting & assistance
- Lake committee met with 3 recommended vendors, and obtained updated bids
- Lake Committee presented to ALHOA Board evaluations of vendors, methods, and costs
- Clear preferred winning proposal: **Riversand, Inc.**





# **Clear preferred winning proposal**

## **Vendor: RiverSand, Inc., Cleveland, GA**

- » Total cost : \$98,000
- » Method: No draining of Lake, sediment pumped by hose between two ALHOA properties on Austin Lake Drive and removed by Truck
- » Includes: complete dredging, sediment removal and restoration of staging areas
- » Probable Project Timing and Scheduling:  
Early Summer 2013, 120 days to complete.



# ALHOA Vote

- » 2011 Annual Meeting: Homeowners vote on the 3-year Lake Dredging proposal as presented so that planning can begin in FY-2012
- » 2012 Annual Meeting: Homeowners vote on final plan including a recommended funding option so dredging can be completed in FY-2013
- » 2013 Annual Meeting: Homeowners vote on long-term development proposal and funding option to increase community use of our lake




# **2012 Financial Update & 2013 Budget**

**Austin Lake Homeowners Association**  
**Summary of Income & Expense**

For the period Jan. 1, 2012 to December 16, 2012

Income	Actual	Budget	%	2011
	\$ 51,085	\$ 50,500	101.6%	\$ 51,385
Expense	Actual	Budget	%	2011
	\$ 41,646	\$ 40,500	102.82%	\$ 46,485
Excess of Funds	\$ 9,439	\$ 10,000		\$ 3,920

- Homeowner dues and other fees generated Total Actual Income of \$51,085, or 101.6% of the \$50,500 budgeted for 2012.
  - Legal Fees associated with the restatement of the ALHOA bylaws ran significantly higher than anticipated and resulted in a lower Excess of Funds figure than was previously expected in 2012.
  - Excess funds at year-end will be allocated to building the Capital Reserve fund in preparation for the lake dredging project.
- 

**Austin Lake Homeowners Association**  
**Statement of Operating Income & Expense**  
**For the period Jan. 1, 2012 to December 16, 2012**

<b>Income</b>	<b>Actual</b>	<b>Budget</b>	<b>%</b>	<b>2011</b>
Dues - 2012	\$ 49,500.00	\$ 50,500.00	98.02%	49,800.00
Fees - 2012	\$ 1,585.17	-		585.00
Bank Interest	\$ -	-		-
	<b>\$51,085.17</b>	<b>\$50,500.00</b>	<b>101.16%</b>	<b>\$50,385.00</b>
<b>Expense</b>				
Bank Fees	\$ 10.00			
Capital Projects	\$ 2,579.36	\$ 5,000.00	51.59%	13,130.12
Clubhouse	2,844.25	1,600.00	177.77%	1,627.95
Electricity	3,594.73	3,000.00	119.82%	2,971.55
Gas	672.87	800.00	84.11%	775.55
Insurance	2,610.00	2,300.00	113.48%	2,302.00
Lake Maintenance	2,518.00	2,000.00	125.90%	1,968.00
Landscape	12,306.02	13,000.00	94.66%	12,503.15
Legal	2,519.23	250.00	1007.69%	-
Miscellaneous	598.32	1,850.00	32.34%	708.04
Pool Maintenance	4,871.93	5,500.00	88.58%	4,942.79
Social	1,917.86	2,500.00	76.71%	2,769.00
Telephone	636.17	500.00	127.23%	528.01
Water	\$ 3,967.36	2,200.00	180.33%	2,238.66
	<b>\$41,646.10</b>	<b>\$40,500.00</b>	<b>102.83%</b>	<b>46,464.82</b>
Excess of Funds	<b>\$9,439.07</b>	<b>\$10,000.00</b>		<b>\$3,920.18</b>



## ALHOA Money Market Account - Contingency Fund

1/1/12 Beginning Balance:

\$102,052.57

Date of Statement	Deposit	Deposit Note	Withdrawal	Withdrawal Note	Total Balance
<b>1/1/2012</b>					<b>\$102,052.57</b>
1/31/12	\$4.46	Interest	\$0.00	NA	\$102,057.03
2/28/12	\$4.04	Interest	\$0.00	NA	\$102,061.07
3/30/12	\$0.84	Interest	\$0.00	NA	\$102,061.91
4/30/12	\$7.22	Interest	\$0.00	NA	\$102,069.13
5/31/12	\$17.29	Interest	\$0.00	NA	\$102,086.42
6/29/12	\$12.13	Interest	\$0.00	NA	\$102,098.55
7/31/12	\$13.39	Interest	\$0.00	NA	\$102,111.94
8/31/12	\$12.97	Interest	\$0.00	NA	\$102,124.91
9/28/12	\$11.72	Interest	\$0.00	NA	\$102,136.63
10/31/12	\$9.63	Interest	\$0.00	NA	\$102,146.26
11/30/12	\$8.37	Interest	\$0.00	NA	\$102,154.63
12/31/12	\$0.00	Interest	\$0.00	NA	
<b>Total 2012</b>	<b>\$102.06</b>		<b>\$0.00</b>		





## Austin Lake Homeowners Association

### Proposed 2013 Budget

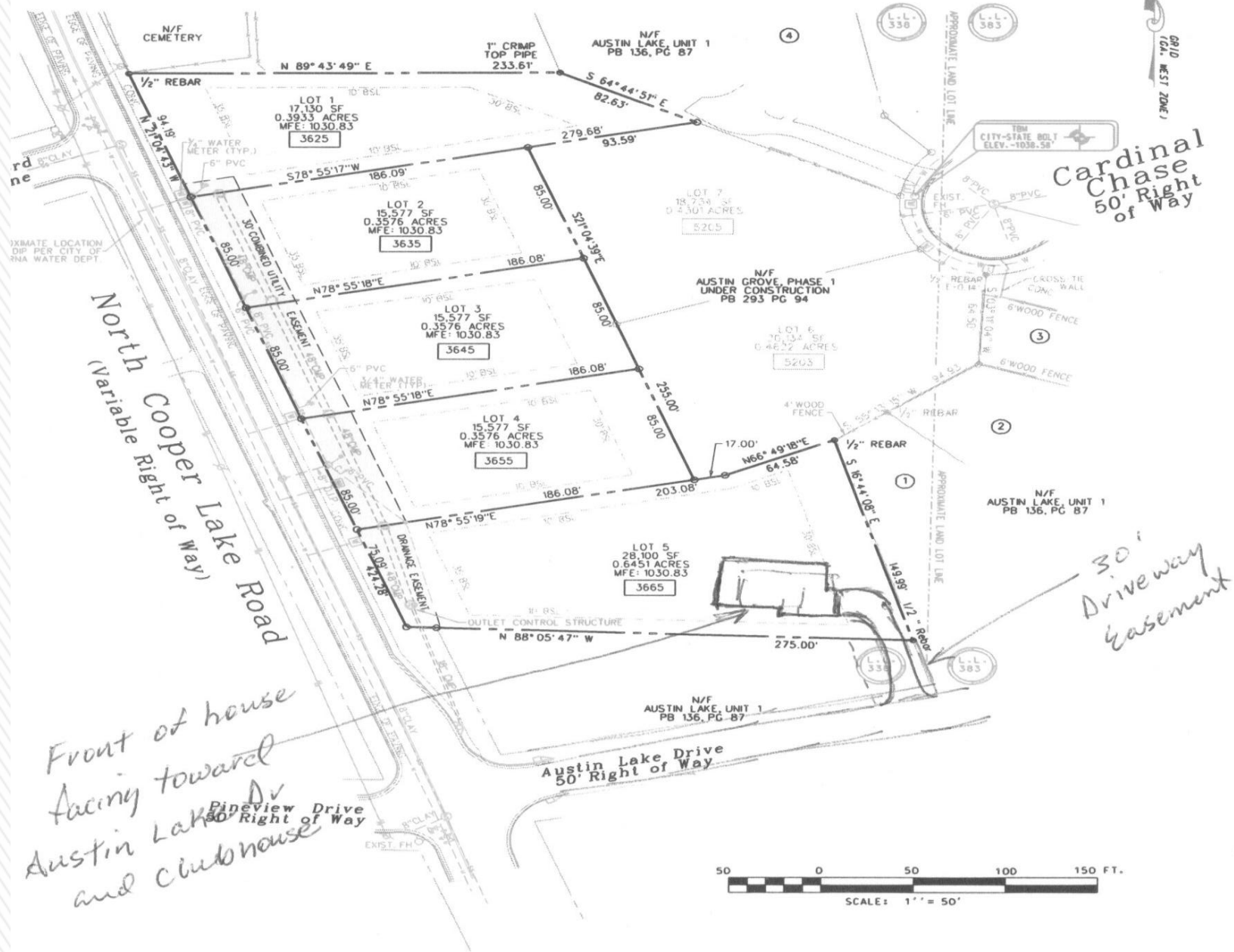
For the period January 1, 2013 to December 31, 2013

Income	Budget	2012 Actuals
Dues - 2013	\$ 50,500.00	\$ 49,500.00
Dues - Past	-	\$ -
Fees - 2013	\$ 1,750.00	\$ 1,585.00
Excess Funds 2013 estimated	\$ 7,500.00	
Bank Interest	-	\$ -
	<b>\$ 59,750.00</b>	<b>\$ 51,085.00</b>
Expense	Budget	2012
Capital Projects/ CR funding	\$ 10,000.00	\$ 2,579.36
Clubhouse	2,300.00	2,844.25
Electricity	3,500.00	3,594.73
Gas	800.00	672.70
Insurance	2,700.00	2,610.00
Lake Maintenance	2,500.00	2,518.00
Landscape	13,500.00	12,306.02
Legal	2,000.00	2,519.23
Miscellaneous	1,000.00	598.32
Pool Maintenance	6,000.00	4,871.93
Social	2,000.00	1,917.86
Telephone	700.00	636.17
Water	3,000.00	3,967.36
	<b>\$ 50,000.00</b>	<b>\$ 41,646.10</b>
Excess of Funds	<b>\$ 9,750.00</b>	<b>\$9,439.07</b>



# Portico Properties

The builder of Austin Grove the 7 lots at the front of the neighborhood has asked that the HOA sell him an easement to be used as a driveway off of Austin Lake Dr. (Near 2201 / Jardine) for \$10,000. The driveway would access a house to be built that would face Austin Lake Dr. The front yard of the house would remain HOA property and would have to be maintained by the HOA. As a side note the HOA had to remove 18 trees this year from that area that were dead or beetle infested.





# Open Forum (Q&A)

# Voting

# Item 1

<b><u>Board Position</u></b>	<b><u>Nominee</u></b>
President	Wilson Pulgarin
Vice-President	Scott Perkins
Treasurer	Charles Hunter
Secretary	Janet Kost
Architectural Committee (Chair)	Kerri Hunter
Grounds & Maintenance (Chair)	Glennnda Baker
Social Committee (Chair)	April Winterscheidt



# Item 2

<b>Voting</b>
2013 Budget as Presented

# Item 3

<b>Voting</b>
Restatement of the Bylaws

**Additional or Outstanding Items to be Voted On,  
must have a physical quorum to vote on any other  
items.**



# Adjournment

*Thank you for your attendance and participation.*