

**Sky Harbour Homeowners' Association**  
**2707 Galaxy Street, Granbury, Texas 76049**  
**February 20<sup>th</sup>, 2023, Board Meeting Minutes**

**Call to Order/Establish Quorum-** Price Ross called the board meeting to order at 7:00pm with 7 board members present.

*Board Members present: Price Ross, Anne Riddle, Tiffany Sprong, Lisa Waterbury, Nathaniel Sonntag, Marla Mayo, Lorell Staats.*

*Board Members absent: Rowdy Brown, Debbie McGowen, Deborah Edmunds.*

**Resignation of Board Member/Committee Chair-** Price Ross announced that Keith McGuire had resigned from the Board of Directors as well as the Committee Chairperson for the Membership Committee. Nathaniel Sonntag and Lisa Waterbury will go to the bank (FNB) and have Keith McGuire removed from all accounts.

**Approval of Minutes-** Nathaniel Sonntag read the minutes from January, after Nathaniel read the minutes, Lisa Waterbury made a motion to accept the minutes as written, Tiffany Sprong seconded the motion and motion carried.

**Treasurer Report-** Lisa Waterbury went over the treasurer report for the month of January. Our checking account had a balance of \$9,628.00 as of close of business 2/17/2023, our reserve account had a balance of \$27,339.97\*(\$5000 transfer for legal fees that had been previously approved by the BOD has not been made) as of 1/31/2023. Our A/R has an open balance of \$55,565.01 as of 2/17/2023. January 2023 income was \$4,554.02, January 2023 expenses was \$5,816.35. Lisa Waterbury then made a motion to open a new savings account at FNB for the purpose of collecting funds for the dock replacement. Tiffany Sprong seconded the motion, motion carried.

**Deed CCR Compliance Report-** Anne Riddle went over the new permits issued since January's board meeting, 2805 Galaxy Street has a revision of the previous shop permit, property owner will be lowering the roof to a 19' peak, the property will not be treated as a separate resident due to the cost associated with relocating/redesigning of the septic. Plans are for an April construction.

Anne then went over the compliance report, 15 actions have carried over from January, 3 new actions since January. 14 actions have been resolved. In reply to concerns on the January 16<sup>th</sup> minutes, 3111 Sagittarius, our attorney is going to speak with the JP court for guidance to as what our actions should be. We have given our attorney updated photos to show that homeowner is not complying with the terms of judgement. The property at 727 Jupiter that had been added as a new compliance issue, photos/letters have been sent. Compliance Chairperson had searched for a concerned property on or near Sagittarius that had been previously reported as having the fence "taped" together and animals we able to escape. The property was not discovered but if anyone has an actual address, the committee will check again. Anne ended her report with now that they have started a new procedure on identifying properties, we did not get any "not my yard" complaints.

**Maintenance Report-** Tiffany Sprong went over the Maintenance Report. Tiffany had said the clubhouse floors needs attention; Nathaniel Sonntag had reported the tiles were coming up in spots. Maintenance Committee will discuss possible solutions at the need committee meeting on March 6<sup>th</sup>, 2023, and will report back at March's Board Meeting. Tiffany and Rusty had discussed the mowing and decided that Rusty will mow as necessary, currently there is no need for mowing but will soon change with all the rain

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and warmer weather. Rusty and Tiffany had met at the pool on February 12<sup>th</sup> and did not find a specific area of grout that needed to be repaired. They did notice the decking surface is failing in many locations, but we do not have the funds to resurface at this point. (Old Pool News) Serenity quoted \$1,449.60 to repair the pool pump house plumbing and perform preventive maintenance on the sand filter. When funds are available, this will come out of the Pool Maintenance/Repair budget. The current way the equipment is plumbed is not correct, fixing one issue causes another break in the plumbing due to the way it's currently plumbed. This will need to be corrected to prevent any emergencies and/or pool closures come pool season. The sand in the sand filter will also need to be replaced due to it starting to shoot out into the pool as soon as it is backwashed. The Maintenance Committee is continuing to come up with strategies to affording a new dock. The QR Code that Lisa Waterbury had mentioned earlier is still in the research phase. The Maintenance Committee has taken into consideration suggestions made by members of the HOA and will put a plan together to present to the Membership at March's Board Meeting. The Ramp is a separate issue that has not been tackled yet. Rusty is checking on the pool and empties trash regularly. Rusty will turn in his time as he accumulates enough hours, Rusty will turn in his time to our Business Office with details on what work had been done. The Maintenance Committee now consist of 4 members: Tiffany Sprong (Chairperson), Robert Leslie, Anne Riddle and Marla Mayo.

**HOA Event Report-** Lorell Staats went over the upcoming events, March 10<sup>th</sup> and 11<sup>th</sup> is the community yard sales. There will be an advertisement in the HCN, as well as signs posted throughout the community as well as the entrance. If homeowners want their addresses to be published on a list of properties hosting yard sales to please contact the Business Office. Lorell went on to talk about a new idea that was suggested at the last yard sale event. The HOA will rent out parking spots (2) to homeowners/renters that wish to use the HOA grounds instead of their own yard. The spaces will rent for \$15 each, first come, first serve. All proceeds from this event will go towards the new boat dock.

Lorell went on to talk about the community clean up on March 18<sup>th</sup>, this event is a free event for ALL of Sky Harbour residents that bring the items to the dump site, however if homeowners/renters need items picked up by the HOA, there will be a \$10 fee associated with the service. Anyone needing the "curbside service" MUST contact the Business Office before 3:00 PM on March 9<sup>th</sup>. The list will then be shared with the NHC VFD as they are the ones volunteering to go around picking up items. The event will start at 9:00 AM and end at 1:00 PM unless the trucks fill up first. The HOA is accepting donations for food/lunch, and drinks for all the volunteers on the day of event. Lorell gave a suggestion if the fee is not affordable, you can share the fee/service with your neighbors or coordinate with your neighbor that is bring their own items to the dump location. If you do not want to pay the \$10 fee and are unable to bring the items to the dump location and you have Republic Trash Service, you can call anytime of the year at least a week in advance of your regular scheduled pick up and they will accept up to 2 cubic feet of addition garbage/junk/trash for free. Republic will also dispose of unwanted appliances for \$25. Duane Parsons agreed to take on the role of recycling the metal/appliances that are brought to the dump location. The items that are not accepted are as follows, NO household garbage, NO chemicals of any kind, NO propane canisters or gas cans, NO flammable items of any kind, NO tires of any kind. Lorell Staats then made a motion that all proceeds from this event go towards the boat dock replacement. Tiffany Sprong seconded the motion and motion carried.

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Lorell then went on to talk about the community easter egg hunt on April 9<sup>th</sup>. The hunt starts promptly at 11:30 AM for age group 5 and under, 11:45 AM for age group 6-12, and finally at 12:00 PM age group 13 and up. The HOA is accepting donations of candy to fill up the easter eggs, small candy that will fit in the eggs and preferably nothing that will melt if the weather is warm.

Lorell ended her report with the Spring Fling that will be on May 6<sup>th</sup>. The entire event is from 9:00 AM – 4:00 PM. This event will need volunteers to help with the activities. All inquiries will need to contact the Business Office to get on the list. This event will be indoors and outdoors, this includes vendors, local arts and crafters, bakers, and service providers. A 10' x 10' space will rent for \$25.00; tables will rent for \$10.00 each. Payments must be paid in full before the event takes place or they will not be allowed to sell their items. The spaces are first come, first serve, no reserving. The HOA will also host a Car Wash (over at the Water Department). The Car Wash will be \$5.00 minimum donation for each car washed. Lorell finished with the final event which is the car show down at the overflow parking lot next to the boat dock/ramp. This is for all the Classic cars, Muscle cars, Jeeps, Motorcycles, etc. This event will rent for \$5.00 for each parking spot needed.

Nathaniel Sonntag then talked about the newsletter that was about to go out, Nathaniel then showed a copy to the attendees at the meeting, Nathaniel will print the newsletters himself and will take any donations to help offset the cost of printing.

**Membership Report-** Tiffany Sprong went over the membership report, the work on the Disaster Recovery Spreadsheet continues. The Committee has spent no money YTD. The Membership Committee has focused on our initial goal of determining an accurate Class A Member count along with property owners correct mailing addresses. The correct Class A Member list will allow better election ballot management in support of a potential Dock Assessment as well as a possible HOA Dues Increase vote. The Committee has spent many hours capturing all Sky Harbour legal lot descriptions and compared this to the data in our current HOA records. We have driven to visually identify properties in question. The Committee has identified 441 Class A Members (including one property with no tax billing information). The Committee believes this data identifies exiting errors in our HOA data. While collecting this data, the Committee is considering a process to update the HOA's system of records (QuickBooks) and how to maintain this date with minimum effort. The Committee has begun to refine a list of survey questions to collect additional data in support of other projects such as property code violations, pool access and disaster recovery. A plan to collect this additional data is also on-going. The Committee has submitted an article for the upcoming newsletter and to be published on the HOA Facebook page. Tiffany Sprong then made a motion to combine the two Committees (Maintenance and Membership) into one. Lisa Waterbury seconded the motion and motion carried.

**Old Business-** Marla Mayo talked about 2 different access systems to be used on the Pool Access, Restrooms, Boat Dock and possibly the Clubhouse. The Membership Committee researched and alternative pool access entry method without the need of a pool monitor. Solutions would recognize a substantial cost savings year over year. The two solutions that were researched with the following results:

1. An outside vendor that provides hardware, training, and support under a 3-year contract which is renewable, and this uses smart phone access.

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2. Private/Amazon purchase of a system that provides hardware, training, and support for an unlimited period using a physical key fob/card/scan entry access.

Both systems have the following abilities:

Admin system support, 20,000+ user capacity, remote entry for admins using a smart phone, back up battery power due to a power failure (for an additional cost), activation/inactivation of access as needed based on payment of HOA dues/compliance, reporting of who accessed the area based on access code/key card/ key fob, and the ability to set dates/times to allow access to area being secured.

Both systems will require an electrician to install the system and battery backup, and both systems include admin support to issue access and manage activation/de-activation.

PROS- cost savings of \$5,600 with no pool monitor, no swim band cost to homeowners, ability for admin to allow access remotely, ability to expand to use at other areas of the HOA.

CONS- VizPin system uses a one-time use access, VizPin system allows to share an app and we are unable to control number of people requesting code by household, (either system) the need to display an emergency phone # for any pool accidents that should be reported, (either system) possibly the need to hire someone to clean clubhouse/restrooms. Marla Mayo then made a motion to buy the system from Amazon which will include 4 gate/door closures, Nathaniel Sonntag seconded the motion and the motion carried. After the motion carried the BOD talked about the cost of additional/replacement fobs/cards, after much discussion it was determined that each property owner will get 1 free card/fob, each property owner will only be able to have 2 cards/fobs active at one time, the second fob/card and any additional replacements will cost the property owner \$10 each.

Lisa Waterbury talked a little more about the QR code that will be used for the New Account mentioned above.

**New Business-** Schedule Special Meeting for Due Increase- Lisa Waterbury talked more about having a special meeting sometime in June to vote on a due increase. After much discussion, the BOD agreed that the meeting will be held on June 10<sup>th</sup> at 2:00 PM at the Sky Harbour Clubhouse. Lisa Waterbury then made a motion to hold this meeting (mentioned previously), Tiffany Sprong seconded the motion, motion carried. More information will be needed before this meeting, Lisa Waterbury will gather a Budget Committee and will gather more information.

(Access control was talked about in old business)

**Open Floor-** homeowner asked if the newsletter would talk about the current state of the boat dock? Nathaniel Sonntag answered yes.

Duane Parsons said that the BOD will need to “come with fire” and stand behind the need to raise the dues. Lisa Waterbury asked the attendees of the meeting who would like to join her Budget Committee? After much discussion the committee will be chaired by Lisa and will include Tiffany Sprong, Marla Mayo, Taylor Brown, Lorell Staats, and Nathaniel Sonntag.

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Johnathon Phelps asked if the HOA dues can be escrowed into homeowners' mortgage? The BOD answered that the homeowner will need to contact the mortgage company directly as they do not have anything to do with that option.

**Adjourn-** Tiffany Sprong made a motion to adjourn the meeting, Lisa Waterbury seconded the motion, motion carried, board meeting was adjourned at 8:07 PM.

Nathaniel Sonntag (Secretary)

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