CEDAR HILLS
CIVIC ASSOCIATION
Est. 1972

Q4 CHCA Quarterly Board Meeting
March 5, 2026

Meeting Minutes

Time: 6:30 PM (Start Time - Approximate)
Location: Church of Christ Fellowship Hall
Attendees: Ross Fisher, Jeanette Shelby, Lauren Hoffmaster, Mark Stewart, Micky Nance,

Opening & Approval of Q4 Minutes

- Q4 minutes presented for review and approval
- Corrections per Jeanette:
  - Location: should read Myers Barbecue
  - "Fran" should read full name Francine (pg. 2, bottom)
  - Ombudsman section: Lauren reached out directly, not Jeanette
- Additional corrections welcomed from members
- Motion to approve with corrections: **Approved**

Financial Report

- **2026 Dues Collection**
  - Report header to be corrected from 2025 → 2026
  - Total collected to date: **$21,001**
  - Collection rate: ~65% (up from same point last year)
- **Zeffy (Online Payment Platform)**
  - ~40% of dues collected via Zeffy; ~$8,600–$8,800 processed (~50–55 transactions)
  - 6–12 day delay between member payment and HOA bank deposit (weekly payout cycle)
  - Treasurer manually logs member payment date vs. Zeffy deposit date
  - Proposed member notice: pay via Zeffy by **April 20th** to avoid late fees
  - Late payment standard for Zeffy: **confirmation email timestamp** (consistent with postmark standard)
  - Overall positive impact on collection volume in first year of use
- **Delinquent Members**
  - McClendon (previously $600+ past due) paid in full; slight overpayment = credit toward 2027
  - Remaining delinquencies minimal
- **Budget Flexibility**
  - Board has authority to manage routine overages within approved budget without a vote
  - Large or unbudgeted items still require motion and vote
  - Aerator replacement cited as example within board's discretionary

authority

- **2025 Audit**
  - Scheduled after April 15th
  - Bailey Urbanoski confirmed as participant, Jackie to participate as well
  - **One additional volunteer still needed** — email solicitation to go out
  - Typically 2–3 hours; educational opportunity for participants
- **Mail Merge / Records**
  - Windows 11 + Office upgrade broke existing mail merge procedures; Bailey assisted with manual corrections
  - Some member records contain outdated contact info — members encouraged to submit corrections
  - Proposal to update Zeffy intake form: add checkbox for updated info and secondary contact field
- **Second Notices**
  - ~60 letters pending; expected to go out the following week

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ACC Update

- Devin returning as ACC head
- Compliance generally good
- **Vacancy:** second ACC member still needed; board may appoint if no volunteer steps up
- **Active Issue — Live Oak (Dome House):** large metal fence under construction on three sides; posts up ~6 months; inquiry submitted on front fence ACC compliance — ongoing

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Ombudsman Report

- **Roosters:** complaint received; confirming owner info before sending violation notice; chickens permitted, roosters are not
- **Burn Ban:** active through at least March 23rd; no open burning permitted
  - Fines: $500 first offense / $1,000 second offense
  - Rain possible this weekend; burn ban status may update early the following week

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Pool & Park

- **Pool Opening:** tentative **May 1st**; Francine monitoring; notice and signage to follow
- **Pool Maintenance:** motion to retain **the Coopers** — **Approved**
- **Mowing:** motion to retain **Sterling Teague** — **Approved**

Pond & Park Update

- **Aerator:** oldest unit failed; replacement ordered, install ~1 week out
- **Dead Trees:** backlog due to burn ban; large tree fell near swing set recently; removal planned once burning permitted
- **Duck House:** cleaned for nesting season; straw to be added; no snakes observed this year
- **Drought/Water Level:** pump running near-continuously; known intake leak unexcavated; rain needed
- **Knowledge Transfer:** pond knowledge-sharing discussed; strong volunteer turnout whenever work days are called
- **Wildlife:** fox, 12–13 deer nightly, and at least one feral hog recently observed in the neighborhood

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Community Activities

- **Dumpster Day:** budget in place; reaching out to Steven to coordinate; board member may take it on if needed
    - Garage sale day proposed for the **week prior** to Dumpster Day to avoid overlap with outside traffic
    - Bastrop County hazardous waste event ~March 17–18 (tires, etc.); pre-registration may be required — board to resend info
- **Welcome Wagon:** Linda continuing; one home under contract (The Daughtry's House)
- **Leaf Cutter Ants:** widespread issue at multiple properties and pool/park area
    - Store-bought products (Amdro) provide limited, temporary relief
    - Colonies extend ~20 ft underground; surface treatment insufficient
    - Ombudsman to follow up with **Kareem, Pyramid Pest Control** on targeted treatment
    - Advance notice to residents required if pesticide applied at pool/park
    - Proposal: compile **resident resource sheet** on leaf cutter identification and treatment

- **Neighbor Assistance Project:** board coordinating cleanup effort for a community member in need; volunteers welcome — contact the board for details
- **Pool Bulletin Board:** existing board in disrepair; proposal to replace with new corkboard for community event postings

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DarPro / TCEQ Update

- Texas AG lawsuit filed against DarPro; penalties sought exceed $1 million; no final outcome yet
- Residents encouraged to **keep filing complaints** — volume of complaints strengthens the state's case
- Complaint options: phone, online form, or QR code (same as orange neighborhood signs)
- Yard signs still available — contact the board
- Log **dates and times** of any observed/smelled incidents when filing

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2026 Board Positions & Committees

- Board positions confirmed following November annual meeting vote
- **Next meeting: Q2 — June 4th**
- **Volunteers still needed:**
  - ACC: second member alongside Devin
  - Social/Events and other committee roles unfilled — email call for volunteers coming soon
- **Pothole Repair:** Hickory and Forest Drive largely addressed; report new potholes via email (contact: Miles); one developing pothole noted on a member's street

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Community Announcements

- **Garden Club:** first Tuesday monthly at the tan church across from HEB (Bloomers/Melissa)
- **Nursing Home Gardening:** Melissa coordinates weekly sessions at Elgin Nursing & Rehabilitation Center, Wednesdays 9 AM — **volunteers needed**
- **St. Patrick's Day Festival:** Saturday, March 14th, 2–10 PM, downtown Elgin — neighborhood resident performing
- **Elgin Music Festival:** April 9–11
- **Master Gardener Plant Sale:** March 16–17, Mayfest Park, Bastrop (near new

county extension office off Hwy 21, Mayfest Road)

- **Annual Meeting:** reserved at Myers — **November 5th**

The meeting was adjourned at 7:32 PM.