CEDAR HILLS
CIVIC ASSOCIATION
Est. 1972

Q2 CHCA Quarterly Board Meeting
June 5, 2025

MEETING MINUTES

Community Homeowners Association (CHCA)
Quarterly Board Meeting Minutes
Date: June 5, 2025
Location: Elgin Church of Christ Fellowship Hall
Time: 6:30 PM

Board Member and Director Attendees:
Vice President Jeanette Shelby; Treasurer Ross Fisher; Ombudsman Mark Stewart; other board members and residents per the sign-in sheet.

Call to Order

The meeting was called to order at **6:35 PM** by the Vice President (acting chair)

Approval of Previous Minutes

Motion by **Brenda** to approve the prior meeting minutes; **Mark** seconded. Motion carried unanimously.

Treasurer / Financial Report — Ross Fisher

- **Bank balance:** ~$21,278 in checking as of the meeting.
- **Certificates of Deposit (CDs):** ~$58,000 on deposit; the current CD is earning ~3.7% (short-term renewal). Jeanette and Treasurer will investigate options, including potentially reallocating funds at renewal and exploring higher-yield, FDIC-insured accounts.
- **Dues status: 6** homeowners remain unpaid. Second notices were sent **March 10**; delinquency letters were mailed **May 8**. One large delinquency received a formal demand letter; payment deadline is **end of June** after which legal action will be initiated.
- **Audit Committee (FY2024):** Luis Torres agreed to serve; three volunteers total are now in place. Treasurer will coordinate scheduling.

Architectural Control Committee (ACC) Update

- Numerous exterior modification requests have been submitted through proper channels; the Board appreciates homeowner compliance with the process.

Ombudsman Report — Mark Stewart

- **Property maintenance:** A resident on **Ashwood** self-reported native grass/yard conditions; situation is being addressed.

- **Mulch pile / debris:** Ongoing removal with resident equipment; progress continues.

Pool & Park Report

- **Furniture:** New lounge chairs and a table set (~$650) were purchased and approved by email vote. Reminder not to move or throw items into the pool.
- **Food policy:** Please **do not bring food** into the pool area; it attracts ants.
- **Trash:** Use the receptacles **outside** the pool gate (not the porta-potty area) as posted.
- **Pool skimmer lid:** Previously removed/lodged in pool; reminder to leave skimmer components in place.
- **Deck crack at foot-wash:** Issue reported; repair is being pursued with the resurfacing contractor (**Texas Premier Coat**) under warranty; follow-up pending.
- **Pests: Leafcutter ants** are present at the pool; two pest-control quotes are being obtained.
- **Reservations clarification:** The **park area** adjacent to the pool may be reserved; the **pool itself cannot be reserved** and remains open to all members. Reservations are requested by emailing the Board; the event will be placed on the calendar.
- To reduce confusion, a temporary signboard may be posted at the park on reserved dates.

Pond Park Report

- **Aerators:** All **three aerators** are now operational following recent fixes.
- **Duck house:** Recently installed and in use; anchored in place. A non-venomous watersnake may predate eggs; monitoring continues.
- **Bridge:** Heavy foot traffic has weathered the finish; the bridge needs prep and repainting. Volunteers may be solicited; otherwise a professional quote will be pursued (noting cost).
- **Trees:** Approximately **five dead oaks** will be removed when conditions permit; volunteer assistance may be organized.

Community Activities

- **Easter Egg Hunt:** Reported as a success; thanks to all volunteers.
- **Independence Day:** Interest in a **July 4** neighborhood event; volunteers can email the Board to help plan/host.

Welcome Wagon / New Residents — Linda

- Since January, **~5 new households** have joined the neighborhood, including several on **Ashwood**, **Tanglewood**, and on **Home Forest**. Households present were welcomed; contact details captured via the sign-in sheet.

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Proposed / Unassigned Community Projects (status)

- **No Trespassing signage at Pond Park:** Signs exist; condition/placement to be reviewed.
- **Pool shower; Pool-park paving; Security cameras at Pond/Pond Park; Lights at bus stops:** No active project leads. To proceed, residents are asked to submit: (1) a proposed scope, (2) at least one cost bid, and (3) a volunteer project lead for oversight (permits may be required for work tying into county roads). Items lacking a lead may be deferred.
- **Website "Youth for Hire" idea:** Discussed potential liability if Board-hosted. Alternate approach considered: a **resident-posted "Help Wanted" board** (with clear disclaimers) rather than listing minors directly. Legal guidance may be sought before implementation.

Infrastructure / Roads

- **Potholes:** County contact (**Miles**) remains the point of coordination; repairs are scheduled as crews are available. **Leafcutter ants** reportedly contribute to subgrade issues and potholes.
- **Traffic calming:** The county retains jurisdiction over any speed-control devices; no changes approved at this time.

Other Business

- General reminders on litter control around the pond park; most dog-waste bags are being properly disposed of. Occasional litter reports will continue to be monitored.

Future Meetings

- **Q3 2025 Meeting: Thursday, September 4, 2025 at 6:30 PM** (same venue).
- **Q4 2025 Annual Meeting (November):** Budget approval and director elections; large turnout expected (food provided).

Adjournment

Motion to adjourn by **Mark**; second by **Ross**. Meeting adjourned at **7:08 PM**.

Minutes prepared by: Secretary, Tahnee Sauer (draft for Board review)

Date: June 10, 2025 (draft preparation date)