

NION CREEK HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
September 16, 2025

FINAL

I. Call to Order

The regular monthly meeting of the Onion Creek Homeowners Association was held Tuesday, September 16, 2025 at Onion Creek Club. The meeting was called to order by Vice President Justin Rossi at 6:05 PM.

Board members attending: Lori Steiner, Nydia Castellanos, Elliott Tuttle, Justin Rossi, Monica Mott and Carolyn Dyer

Board members absent: Darcy Hansen, Liz Jones, Kathy Lahaye, Dick Perrone and Luis Rivas

Also attending: Nancy Neuse & Jane Redding - Office Staff

II. Recognize Visitors/Guests:

Guests attending: Lucy Baxter, Debra Wallis, Lydia Jagger, Renada Tyson, Michele and Fred Blood, Demaria McMillen, representing Enforce Security, Andrew Brown and Cherylann Kennedy.

Justin welcomed our guests and thanked them for attending.

Carolyn introduced guests Lucy Baxter and Debra Wallis as the residents whose home was burglarized on August 20th. Lucy reported that she and Debra had been to the Austin Police Department earlier in the day where they learned that the individual responsible for burglarizing their home was the same individual who had been burglarizing homes in Circle C and this person had been killed when APD approached him at Thundercloud Subs to arrest him on suspicion of burglary. Subsequent investigation confirmed his role in the Onion Creek burglary. In addition, some but not all of the jewelry was located and returned but the weapon had not been located.

Discussion followed regarding how Onion Creek neighbors can be vigilant in watching out for each other, as well as making every effort to secure our properties (lock gates, doors, windows, use of cameras).

III. Approval of Minutes

The August minutes could not be approved due to the fact that a quorum was not present at this meeting. The minutes will be presented for approval at the October meeting.

IV. Financial Report – Lori Steiner

Total Revenue: The total YTD revenue for August was \$565,508 **Total Operating Expenses:** The total monthly operating expenses for August were \$50,353 which is \$6,147 under budget. The most significant variances to budget were as follows:

Landscape – Other was \$6,800 over budget, **Security** was \$5,965 under budget, Accounting Postage was \$1,039 over budget due to all the mailings we've had to do for delinquent accounts and placing liens on properties for delinquent dues, **Auditing** was \$1,290 under budget and **Salaries** was \$4,304 over budget. A note on Salaries is that there were 3 payrolls in August.

The net **revenue over expense** YTD was \$132,983.

Cash balances at 08/31/25:

Operating - \$156,604

Reserves - \$178,071

Cash Balances at 8/31/24

Operating - \$204,456

Reserves - \$160,894

V. Office Report – Nancy Neuse

We currently have liens filed against 3 homeowners owing over \$1000 in past due assessments. We are considering placing liens on an additional 31 homeowners with greater than \$600 in past due assessments. Again, please be aware that the cost of placing a lien is in the \$50-\$60 range, once it is filed with Travis County, and this does not include the office cost for the work. Costs accrue (interest) as the lien remains unresolved.

Our delinquency report as of 9/12/2025 reflects roughly \$113,000. 202 homeowners are delinquent on the July assessment (\$213.50) and at this point in time that amounts to approximately \$43,127.00. Fifty-seven homeowners are behind both assessments for 2025 in the amount of \$24,957.00.

Our accounting firm, Giles & Assoc., mailed past due assessments this past weekend to all delinquent homeowners. In addition to notification of their past due amount, homeowners were advised that effective November 1, 2025, there will be a \$50/mo fine levied against all past due accounts. Payment plans are encouraged but the homeowner must contact the office and arrange for a binding agreement to retire their debt. Failure to meet the terms of the agreement will result in a lien being filed against that property.

Nancy reported that 6 home sales have closed since August 19, 2025, and 15 are currently pending.

VI. COMMITTEE REPORTS

• **Development & Infrastructure – Elliott Tuttle**

Nothing to report. I have contacted the HOA Life App rep and they are not able to do an In Person Demonstration, so I'm partnering with them to do a recorded video of the system.

• **Traffic Control – Carolyn Dyer**

- Carolyn shared email correspondence she has both sent and received from Justin Good with City of Austin Transportation and Public Works regarding Bradshaw Road and the large amount of cut through traffic River Plantation receives because River Plantation is the only way to get to I-35 between FM 1327 and Slaughter Lane East. The full text of Carolyn's report can be found in the Board Meeting Reports for

September 16, 2025, attached to these minutes. The bottom line is there are no current plans at this point to construct any additional means of reaching I-35 between FM 1327 and Slaughter Lane East.

- Carolyn plans to invite our Councilperson, Ryan Alter, to visit our neighborhood and observe the traffic flow. Much discussion followed over Onion Creek's status as a cut-through neighborhood and how we might enlist support from our council representative to find solutions to the heavy traffic our neighborhood is now experiencing. This is an ongoing problem and will be an ongoing discussion.
- Carolyn reached out to Justin later in August to request a four-way Stop at the intersection Bradshaw Road and River Plantation as there are club members from Legends Way that both drive golf carts over Bradshaw and walk between the two portions of the neighborhood. This is a safety concern. Justin's full response to the request can be found in the attached Meeting Reports, but in essence he indicated, based on a 2023 study of the streets in question, that a four-way stop was not warranted. This too will be an ongoing discussion.
- Carolyn reported that Dick Perrone spoke with Justin this past week asking when the additions would be made to the Golf Cart Crossing on River Plantation Dr. before County Downs Dr. so it is the same as the Crossing near Prairie Dunes Dr. He learned that the request had been placed in the Queue on July 22 & it takes 6 to 8 weeks to be done.

- **Legal Affairs – Darcy Hansen**

- **Government Affairs – Luis Rivas**

- **Landscape/Parks – Dick Perrone** (delivered by Justin because of Dick's absence)

- The city has finally finished spreading the mulch they delivered to the selected trees on the vacant lots. Also, they mowed the lots on Wild Dunes and Northern Pinehurst. The lots in the south area of the neighborhood are still waiting to be mowed. The new accounting year for the city is October 1 and the city has only mowed the vacant lots twice in the current year and they promised 6. Three trees at the intersection of Pinehurst and Jupiter Hills were trimmed up and the HOA and neighbor split the cost at \$750.00 each. The limbs were too low over the streets. A tree stump was removed on the R.O.W. of Pinehurst for \$400.00. Three dead trees are scheduled to be removed by the city on Wild Dunes Dr. in the next three weeks. Irrigation repairs were performed at the intersection of River Plantation and Interlachen as well as on the northern berm of the Parkway.
- Nydia inquired why the HOA is splitting the cost of tree trimming with the homeowners on which the tree stands, particularly since the Landscape/Parks budget is over budget. Discussion followed and the matter will be discussed with Dick.

- **Communications & Events Report – August 2025 submitted by Justin Rossi**

- The **August/September 2025** edition of the **OCHOA Digital Newsletter** was sent out earlier this month and has received positive feedback. We're grateful to the

many Board Members who took the time to contribute articles and updates—it's that collective input that keeps the newsletter relevant and engaging for our community.

- If any residents are not receiving the digital newsletter, we encourage them to contact the HOA office for assistance. For **Gmail users**, please be sure to check your **"Promotions" folder**, as the email may be filtered there.
- Looking ahead, the **Onion Creek Neighborhood Garage Sale** is set for **Saturday, September 20th, from 7:00 AM to 2:00 PM**. This event is open to the public, and we encourage residents to help spread the word. If you'd like to participate by hosting a yard or garage sale at your home, please contact the HOA office to register your property.

We need volunteers to help put out signs for the garage sale.

- **Neighbors Night Out** and the **Legends Way Fall Festival** are currently in the planning stages. Stay Tuned for more info on those fun Fall Events.

- **Social Media & Events Update – Liz Jones**

Nothing to report.

- **Website Management – Monica Mott**

- With the help of Kathy, we have successfully located and designated a website designer to assist us in creating a new and improved HOA website. Our committee (Kathy, Nancy and myself) has already met with her to outline goals and priorities for this project.
- As part of this initiative, I worked on updating our logo. The new version remains true to our current design while providing a modern, high-resolution refresh that will strengthen and modernize our overall brand identity.
- The website designer has also begun exploring the integration of software solutions that will allow homeowners to pay dues online and track their accounts more efficiently. This feature would streamline processes and improve accessibility for all members. Still TBD on this.
- At present, she is actively working on redesigning the website into a fully modern, functional, and user-friendly platform. With my guidance on the technical and structural needs of the site, progress is well underway.
- We are excited about these improvements and will continue to provide updates as the project advances.

- **Architectural Control/Rules & Enforcement – Andrew Brown**

- Architectural Requests for modifications/improvements were active for the period of August/Sept. Having residents/owners frequently reminded of the need to submit proposed changes to exterior elements of the property is one means of ensuring that non-compliant modifications do not occur. I suspect it is far more onerous for the HOA to remove structures/modifications than it is to review requests, enter into any necessary dialogue should proposed changes require clarification and/or guidance, and allow for expeditious decision making from Architectural Control. This month we discovered a large renovation underway which was permitted by the City of Austin but for which the HOA had not received a request for changes. The project is well underway and thankfully there are not any elements in the project that would be rejected from the perspective of the HOA CC&R's. It would behoove the HOA if we offered a less onerous submittal process for architectural modifications. The process now requires homeowners to print a PDF form that is available on the website, fill it out, copy it back to a digital format, and then send an email with the modified PDF and any other supporting documents to the HOA office. As the housing stock ages, it is highly likely that requests will become more complicated and frequent to incorporate larger remodeling projects. Providing a lower barrier to submitting requests would be consistent with the enforcement of the CC&R's.

- **Security – Nydia Castellanos**

Gratefully, no major security incidents.

Minor Reports:

Noise Complaints

Paramedics at a couple residents

Our shifts were adjusted starting the month of September.

9:00 a.m. to 5:00 p.m.

7:00 p.m. to 3:00 a.m.

11:00 p.m. to 7:00 a.m.

This reduction in daylight hours is scheduled such that the two 2 hour gaps in coverage occur at peak activity times in the neighborhood – neighbors are traveling to work and school in the mornings and returning between 5 pm and 7 pm weekdays.

This decreases our Daily hours by 8hrs a \$1512/week savings.

Our intention is to free up budget funding for additional needs for our community.

VII. OLD BUSINESS:

Monica Mott would like to revisit getting our violations committee back in order. A lot of neighbors try really hard to keep our neighborhood beautiful and it's frustrating to see yards that look so overgrown and full of weeds.

Jerry and Monica had a conversation today and he suggested a meeting about violations and how the board wishes to move forward. Monica will send an email to everyone soliciting involvement from the board. Nydia stated that she would like to see the violation committee have a better plan for execution and not revert to the former method. Elliott asked for clarification about decisions made regarding the fining protocol that were never voted on by the board and his understanding of the Legends Way CCR's is that before a process is put in place the board must vote on it.

Lori asked what the contract limit is that requires a board decision, as opposed to contracts being approved without board approval. Elliott pointed out that if contractual decisions are made without a board vote then the board is violating the CCRs.

VIII. NEW BUSINESS:

It has been proposed that the board appoint a committee specifically to address the speed management/mitigation issues we are dealing with. At the August special meeting the board indicated we hoped to have a plan to present to the Onion Creek residents at our annual meeting in January. This committee comprised of both board members and residents will be tasked with identifying what is needed and where it is needed so that a plan can be presented to the city. While we are unable to vote and form the committee tonight because we do not have a quorum present, we can begin working on forming the committee. Nydia, Dick, Carolyn and Justin volunteered to be on the committee. The board would like to have a fifth board member on the committee plus 4 residents.

IX. Meeting Adjournment

Having no further business to discuss Elliott made the motion to adjourn and it was seconded by Carolyn; the meeting was adjourned at 8:25 PM by Vice President Justin Rossi.

The next board meeting will be held on Tuesday October 21, 2025, at 6:00 PM at Onion Creek Club.

Recording Secretary-Nancy Neuse

Approved: Lori Steiner, October 21, 2025

Lori Steiner, Secretary