



Dove Creek Neighborhood Association

Minutes for the May 21, 2019 Meeting

Round Rock Public Library 6:30 pm– 8:00 pm

1) Call the Meeting to Order:

President Kimberly Wickham called the meeting to order at 6:33 pm and welcomed everyone. Introductions of the 2019 members of the board took place. President Kimberly Wickham; Secretary Cindy Jordan; Treasurer (pending a vote later in the meeting) Gabriel Englehart; and Vice-President Amanda Keeter (arrived at the meeting at 7:00 pm).

2) Special Presentation / Discussion – Neighborhood Waterline Construction:

Jeff Bell, the City of Round Rock Project Manager provided a history of the project and explained that our waterlines are at the end of their life. Morgan Early, the Project Manager with SKE Construction Company, was introduced and explained that the work in the subdivision is approximately 1/3 to 1/2 done.

Eight sections are yet to be replaced. A schedule of the upcoming work was provided along with Morgan's business card. She explained that the schedule was an estimate because inclement weather has slowed progress to get the sidewalks and grass replaced.

One additional fire hydrant is being installed along Quail Creek.

Concerns/comments by members included:

- irrigation systems breakage – just notify Morgan and she'll have it repaired;
- low water pressure – please notify Morgan as you should not suffer from low pressure. Your water pressure should be the same as it was before the construction. Tips for when the water is turned back on – run water at the exterior faucet or your bathtub as neither of these devices have strainers which could collect loose sediment.
- President Kimberly Wickham mentioned that her water was turned off twice and the second time was without notice. Morgan stated that notices are to be given at least 24 hours before any water cutoff, but apologized if a notice did not happen.
- Member David Murry, after reviewing the schedule document, mentioned that Deerfoot Circle is not identified for any upcoming work. Jeff stated that the as-built documents the City has in their records for this section of the neighborhood are lacking the details needed to determine how the existing waterline was installed. Since the information on this section of roadway are sketchy, they don't actually know how they will complete the work. Further investigation will be required before the water line pipe plan is finalized. Proper notice will be given.
- Member Paul Verizzo thanked SKE's crews for their work and cooperation.

- Member Mark Harrill pointed out that he had to pick up left over trash and was blocked in his driveway for 4 hours without notice. Morgan again stated to inform her of any issues or concerns, and she will attempt to take care of them.

President Kimberly thanked the City and SKE for attending the meeting and providing the membership with the important information.

3) Installation of New Treasurer:

President Kimberly Wickham explained that the current listed Association's Treasurer, Grant Norwood, has moved out of the neighborhood and we need to approve a new treasurer. From the floor Gabriel Englehart, 312 White Wing Way, volunteered to fill this vacated position. President Kimberly asked if any other member wanted to be considered for this position. Hearing that no one else wanted to volunteer, she then asked for a motion to accept the nomination of Gabriel Englehart. Sam Jordan made a motion to approve Gabriel Englehart as the Dove Creek Neighborhood Association Treasurer for 2018-2019, to fill the vacated position. Past President Erinn Hughes seconded the motion. The motion carried by unanimous consent.

4) Installation of Block Captains:

President Kimberly Wickham informed the attendees that the Board does not have an actual list of approved Block Captains for the Association and members need to agree to sign up. She would like to consider redefining the Block Captain's role in the organization and described a few suggested modifications. At this time, Member Paul Verizzo has agreed to take the yellow block. Secretary Cindy Jordan mentioned that Sarah Gregory has agreed to be Block Captain for the orange block. Member Peggy Newman agreed to be Sarah's backup.

5) Approval of Minutes:

Secretary Cindy Jordan informed the membership that there were no minutes to approve because there were none prepared from the last meeting of the Association in October 2018.

6) Approval of Treasurer's Report:

Treasurer Gabriel Englehart informed the membership that access to the Association's financial information is with the former treasurer but that there would a transfer of this information very soon. He informs the membership that the Association's account balance is \$925.30. Member Sam Jordan stated that the Association's bank should accept the minutes from this meeting as proof that a new treasurer has been voted into office and should transfer the account.

7) Modifications to the Constitution & Bylaws:

Secretary Cindy Jordan mentioned that the current Board will be bringing back to the membership a few modifications to the Association's Bylaws. They could include modifying the number of meeting per year from three to two (this was discussed at the October 2018 meeting but notification to the membership did not happen nor were minutes written to

document the vote.) and other minor modifications that seem relevant at this time of electronic communication

8) Directory Update:

President Kimberly Wickham informed the membership that the Board intends to complete an update of the Association's Directory but will not print the new document but make it available to the members electronically. Member Cindy Smith mentioned that she worked on an update in 2018 and most of the information is probably still relevant. Past President Erinn Hughes stated this information was provided to President Kimberly Wickham.

9) Planned Activities:

President Kimberly Wickham presented the list of upcoming planned activities.

- i) July 6th – Lake Creek Pool Meetup, 5-7pm
- ii) September 5th, Neighborhood Meeting at the Library
- iii) October 1st – National Night Out – Kimberly was able to reserve the City of Round Rock's Block Party Trailer for this event so tables, chairs, ice chests, etc. will all be provided.
- iv) October or November - House Number Painting at Driveways – Treasurer Gabriel Englehart informed the membership that the City of Round Rock also has a Curb Painting Kit that we would like to reserve for the fall and work with members to have house numbers placed on the curbs in the neighborhood. We might allow the installation to be part of a membership fee or just charge for the service. This will be determined at a later time.
- v) November – Holiday Food Drive

10) Subdivision Sign at Ridge Crest & Logan:

President Kimberly Wickham stated that there has been discussion at the Board level whether we needed to pursue a neighborhood sign to be located at the corner of Ridge Crest and Logan streets. Since the sign would be located on her property final approval of the sign would be made by property owners. In addition, since the association only has \$925.30 in the DC neighborhood fund, she asked for input on whether the available funds should be used for this purpose? Various members expressed their desire to see this entrance of our subdivision have recognition. We do understand that this sign would have no landscaping, unlike the sign at Deerfoot and Burnet streets, and have minimal maintenance. A design(s) with cost will be brought back to the membership at a future meeting.

11) Website – is there a need to keep this updated?

It was determined that the neighborhood website is a good resource as not everyone uses Facebook to gain information. The yearly cost is minimal, \$15.00. Members of the Board stated that we do not have current access to update the website. Member Mark Harrill volunteered to update the website.

12) Ideas for Future Activities:

President Kimberly Wickham discussed the following list of ideas.

- a) Spring Garage Sale – will try to schedule this event the weekend before the City does the bulk pickup.
- b) Neighborhood Scavenger Hunt
- c) Fall Chili Cookout – possibly with a Movie Night
- d) Neighborhood Service Projects:
 - i) Cleanup at Lake Creek – work with the Boy Scouts?
- e) Committee to Welcome New Neighbors
- f) Ladies Bunco
- g) Quarterly Fun Day at the Park
- h) Fundraiser - Partnering with Downtown Businesses
- i) October Halloween activity
- j) Helping out our Neighbors


13) Questions / Comments?

A request for a Special Called Meeting was brought forth. There is a desire by members to ask for a Code Enforcement Officer to attend a meeting to discuss an issue in the neighborhood. After discussion, Members Paul Verizzo, Nancy Wallace, and Mike Bashara, will discuss the issue with the Code Enforcement staff and report back to President Kimberly Wickham on the outcome of the meeting.

14) Adjournment

Since there were no further questions or comments, President Kimberly Wickham concluded the meeting at 8:00 pm.

Respectfully Submitted:



Cindy Jordan, Dove Creek Neighborhood Association Secretary 2018-2019

SIGN IN SHEET

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DOVE CREEK NEIGHBORHOOD SCHEDULE
5/21/2019

Day	Date	Addresses
Mon	5/20/2019	Prep
Tues	5/21/2019	506 - 406 Dove Haven Dr
Wed	5/22/2019	Quail Creek to 601 Quail Creek Dr
Thurs	5/23/2019	601 - 503 Quail Creek Dr
Thurs	5/23/2019	Concrete Restoration Dove Creek Dr
Fri	5/24/2019	Restoration
Fri	5/24/2019	Concrete Restoration Dove Haven Dr
Mon	5/27/2019	Memorial Day
Tues	5/28/2019	503 Quail Creek Dr to Dove Creek Dr
Wed	5/29/2019	Quail Creek Circle
Thurs	5/30/2019	406 Dove Haven Dr to Deerfoot Dr
Thurs	5/30/2019	Concrete Restoration Quail Creek Dr
Fri	5/31/2019	Restoration
Fri	5/31/2019	Concrete Restoration Quail Creek Dr
Mon	6/3/2019	Prep
Tues	6/4/2019	400 Dove Haven Dr to 609 Deerfoot
Wed	6/5/2019	609 - 509 Deerfoot Dr
Thurs	6/6/2019	509 - 413 Deerfoot Dr
Thurs	6/6/2019	Concrete Restoration Deerfoot Dr
Fri	6/7/2019	Restoration
Fri	6/7/2019	Concrete Restoration Deerfoot Dr
Mon	6/10/2019	Prep
Tues	6/11/2019	413 - 305 Deerfoot Dr
Wed	6/12/2019	Concrete Restoration Deerfoot Dr