



Lakecliff POA Q3 2025 Board Meeting – October 28, 2025

Location: Lakecliff Golf Club

When: 9:00 AM CT in Person and Zoom

Opening – Call to Order, Certification of Quorum, Approval of July 29, 2025 POA Q2 Board Meeting Minutes and Q3 2025 Financials

- Meeting Called to Order by Dan Wittner at 9:00 AM CT
- Certification of Quorum was announced – Dan Wittner
- Attendees were:
 - Dan Wittner – POA Board President
 - Kent Graham – POA Board Vice President and Treasurer
 - Tracie Cain – POA Board Director - Zoom
 - Ira Wallace – POA Board Director - Zoom
 - Steve James – ACC Committee Representative
 - Laurie Chapman – Community Engagement Committee Chair
 - Stacy Jackson – Goodwin Property Manager
- April 2025 Q2 Board Meeting Minutes Approval – Dan motioned to approve, Kent seconded – Approved by the Board

Special Announcement

- Dan announced that we have 2 election votes coming
 - Board Open Position
 - Quorum for Annual Meeting
- Dan asked that any member wishing to join the POA Board through the election process, contact Stacy at Goodwin
- Dan mentioned that we will use VoteHOA again

State Law Changes and Compliance

- Dan walked through a number of legal changes the POA must follow.
- These were outlined in the following pages
- Dan requested approval to Execute, file with Travis County and Post to our Website the Compliance Documents
- Vote to approve was unanimous



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June 9, 2025

POA LEGAL SUMMARY
2025 TEXAS LEGISLATIVE SESSION
By Connie N. Heyer

This is to provide a summary of where property owners' association (POA) bills stand after the 2025 Texas Legislative Session. The regular legislative session ended June 2, 2025. The veto period ends June 30, but no vetoes to these bills are anticipated.

Niemann & Heyer LLP attorneys actively monitored over 200 bills that had the potential to affect POAs. Connie Niemann Heyer is a founder and current board member of Texas Community Association Advocates, www.tcaa.org. Through TCAA Connie spent many days this session at the Texas capitol speaking with legislative offices about POA legislation and testifying regarding proposed legislation.

Bills passing this session will require action items for POAs. Our firm will be happy to help you implement these action items.

A summary of action items begins on page 7.

An order form for legal work related to action items is attached separately.

Primary POA Bills Passing:

HB 431 by Cortez/Johnson, relating to the regulation by a POA of the installation of solar roof tiles. This bill applies to HOAs and condominium association and clarifies that solar roof tiles fall under the definition of "solar energy devices" and may only be regulated by property owners' associations to the extent that solar energy devices have been previously regulated (basically it says that solar roof tiles are no different than other equipment like solar panels in terms of previous POA regulations). The new law is effective immediately.

Action item: Treat architectural applications for solar shingles no differently than any other solar installation application.

HB 517 by Harris (R-Kaufman Rock) - Relating to the authority of a property owners' association to assess a fine for discolored vegetation or turf during a period of residential watering restriction. HB 517 is now law with an effective date of September 1, 2025.

This bill applies to HOAs and condos and prohibits any POA from enforcing a "green lawn" type requirement during times of government-imposed watering restriction, and for 60 days after the restriction has been lifted.

Action item: Effective 9-1-25, HOAs and condominium associations must not take enforcement action for discolored vegetation during period of government-imposed watering restrictions and for a period of 60 days after the restriction is lifted.

HB 1349 by Turner (D-Grand Prairie) /SB 711 by Hughes (R-McKinney) - Relating to property owners' associations, including condominium unit owners' associations. SB 711 was signed by the Governor on May 13, 2025. This new law requires action by all condominium associations in Texas prior to 9-1-25.

Condominium documents on website. This bill requires condominium associations with at least 60 units or that are managed by a management company to post all of their dedicatory instruments online on a website maintained by the association/management company and accessible to association members.

Action items: all professionally-managed condominium associations, and all self-managed condo associations with over 60 units must have all dedicatory instruments on an owner website/portal no later than 9-1-25.

Condominium management certificate changes. This bill also amends the requirements for the information contained in the management certificate to include the recording data for any amendments to the declaration, the telephone number and email address of any management company, and the URL of any Internet website where the dedicatory instruments are posted for the members, and the amount and description of fees charged to a seller or buyer relating to the transfer of a unit.

Action items: all condominium associations must file a new management certificate with county official public records by 9-1-25.

Condominium management certificates filed with TREC. This bill also requires an association to file the management certificate or an amended management certificate with TREC no later than the 7th day after the association files the management certificate for recording. An owner is not liable for attorney's fees incurred by an association relating to the collection of a delinquent assessment or interest thereof, if the attorney's fees are incurred or interest accrues during the period that the management certificate is not recorded or filed with TREC.

Action items: all condominium associations must file a new management certificate with TREC by 9-1-25.

Condominium caps on resale certificate fees. This bill also provides that a condo association may charge a fee, not to exceed \$375, to furnish a resale certificate.

Action items: effective 9-1-25 a condominium association's resale certificate fee may not exceed \$375. Additional fees such as rush fees are not prohibited, however they must be listed on the management certificate as they are a fee related to transfer. (See above-described changes to the management certificate requirements.)

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Fencing. The bill also allows an association to prohibit the placement of fencing that obstructs a sidewalk in a public right of way or a drainage easement or area. It allows an association to require a driveway gate to be set back at least 10 feet from a ROW and to prohibit, if provided for in a restrictive covenant, the installation of a fence in front of the front-most building line of a dwelling.

Action item: If your POA wishes to disallow front yard fencing and your deed restrictions do not currently prohibit it, consult your POA attorney regarding an amendment.

Architectural control committee appointment and candidate solicitation. Applicable to HOAs with architectural control committees (ACC) and condominium associations with ACC members). The new law allows board members to serve on the ACC in some instances. HOAs must first solicit candidates for the ACC just like they must do now for board candidates. 10 day notice by (1) either posting in common area or on HOA website, plus (2) emailing notice to all owners who have an email on file with the HOA. The notice must contain instructions for the person to notify the HOA of the person's interest in serving on the ACC, including the deadline to reply. If no enough interested candidates qualify by the deadline, the board may appoint one or more board members to serve on the ACC to fill the remaining ACC vacancies.

Action item: for all ACC appointments after 9-1-25, candidate solicitation protocol.

HB 1926 by Darby (R-San Angelo) / SB 2629 by Creighton (R-Corpus) - Relating to organization, of, meetings of, and voting by condominium unit owners' associations and property owners' associations. SB 2629 was signed by the Governor on May 19, 2025. This bill has become law and becomes effective September 1, 2025.

This bill allows condominium meetings (both owner meetings and board meetings) to be held by any method of communication, including electronic and telephonic means. It allows condominium associations to use electronic voting. It allows HOA owner meetings to be held by any method of communication, including electronic and telephonic means.

Action items: effective 9-1-25, condominium associations may hold electronic board and owner meetings and use electronic voting. HOAs may hold electronic owner meetings and use electronic ballots, regardless of whether deed restrictions expressly allow these items.

HB 241 by Patterson (Dallas) - Relating to the authority of a property owners' association to regulate the assembly, association, and speech of property owners or residents related to governmental officials or candidates for political office.

This bill applies to HOAs and condominium associations. It provides that if (and only if) the association allows its members to use common areas for other gatherings (such as allowing members to reserve the clubhouse for a meeting or party), the association cannot prohibit residents from holding a gathering for a political candidate or existing public official. The bill is clear that the same rules can apply to all gatherings, for example, if there is a room reservation fee, it applies to owners hosting political meetings just like any other meetings. For example, if you let the Girl Scouts or any other group or individual reserve a common area, you have to let a

member reserve the common area for a political function, under the same rules. As of 6-6-25 this bill has passed the House and Senate and awaits signature by the Governor.

Action items: effective 9-1-25, HOAs and condominium associations must allow political functions on their common areas under the same rules as they allow any other functions.

HB 2842 by Zweiner/Perry relating to the control by lethal means of white-tailed deer in certain areas. This bill allows in certain instances a POA to apply to the Texas Parks and Wildlife Department to use lethal means to kill white-tailed deer if they can provide evidence that it is a threat to public safety or to agriculture or horticulture.

Action items: effective 9-1-25, POAs wishing to control white tailed deer should contact their POA legal counsel for assistance in applying for permission under this new law.

SB 15 by Bettencourt - Relating to size and density requirements for residential lots in certain areas, and amending a fee. This bill prohibits municipalities from requiring residential lots to be no less than 5,000 square feet or deeper than 75', or wider than 30'. Effectively it allows tiny lots for tiny houses. The bill is likely to result in additional pressure and workload for HOAs as cities will not be able to control lot size, and private deed restriction enforcement will become more important. Effective 9/1/25.

Action items: If your HOA deed restrictions do not prohibit subdivision of lots or do not otherwise include sufficient restriction on lot subdivision or the building of multiple homes on a lot, amendments should be considered.

Other Notable New Laws:

HB 2464 by Hefner - Relating to the authority of a municipality to regulate a home-based business. This bill prevents municipalities from prohibiting home-based businesses with no impact to the community or otherwise treating them like businesses (by prohibiting rezoning, fire sprinkler requirements, etc.). POAs and condominium associations are not subject to the restrictions in this bill. Effective 9/1/25.

SB 1333 by Hughes, related "squatters" in real property. This bill does not directly apply to POAs, but enables home or condominium owners or their agents to more readily remove squatters from their property. Effective 9/1/25.

HB 294 by Cortez (D-San Antonio) - Relating to the regulation by a municipality or property owners' association of food production on single-family residential lots. This bill applied to condos and HOAs and would have given every owner the right to grow fruits and vegetables in their front, side, or rear yard, and would have given every owner the right to have up to six chickens and six rabbits in their side or rear yard.



Financial Results

- Kent reviewed the financials in detail
- Kent mentioned we were doing better than expected financially
- Key point raised is that we continue accumulating funds to begin road work in 2026
- Kent asked for questions
- Motioned to Approve the Financials
- Seconded and Approved



POA Summary Income Statement

Lakecliff on Lake Travis POA
Summary Income Statement
YTD September 30, 2025

				Projected Over (Under) Budget
	YTD Actual	2025 Budget	Projected	
Income				
POA	353,707	369,017	364,111	(4,906)
Cottage/Villa	41,294	69,300	69,300	-
Development	24,000	13,000	24,000	11,000
Irrigation	86,865	125,000	125,000	-
Total Income	<u>505,866</u>	<u>576,317</u>	<u>582,411</u>	<u>6,094</u>
Expense				
POA Administrative Expenses	33,483	43,125	47,588	4,463
POA Landscape Expenses	53,862	90,520	89,320	(1,200)
POA Property Expenses	38,238	53,831	55,731	1,900
POA Utility Expenses	2,447	3,500	3,500	-
Cottage/Villa Expenses	60,543	69,300	69,300	-
Development Expenses	34,000	40,000	34,000	(6,000)
Irrigation Expenses	68,770	103,300	103,300	-
Total Operating Expenses	<u>291,344</u>	<u>403,576</u>	<u>402,739</u>	<u>(837)</u>
Operating Net Income (Loss)	<u>214,522</u>	<u>172,741</u>	<u>179,672</u>	<u>6,931</u>
Non-Operating Expense				
Fence Repairs	17,411	15,000	17,411	2,411
Road Maint & Repair	-	-	-	-
Total Non-Operating Expense	<u>17,411</u>	<u>15,000</u>	<u>17,411</u>	<u>2,411</u>
Fund Change	<u>197,111</u>	<u>157,741</u>	<u>162,261</u>	<u>4,520</u>
Beginning Reserve Balance	148,094	148,094	148,094	-
Fund Change	197,111	157,741	162,261	4,520
Ending Reserve Balance	<u>345,205</u>	<u>305,835</u>	<u>310,355</u>	<u>4,520</u>



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POA

Lakecliff on Lake Travis POA
Income Statement - POA
YTD September 30, 2025

				Projected Over (Under) Budget
	YTD Actual	2025 Budget	Remaining Budget	Projected
Income				
Assessments - Annual POA	343,395	346,917	3,522	343,395 (3,522) 2 property owners delinquent
Lot Mowing Fee Allocation	6,962	16,800	9,838	16,800 -
Document Production	60	-	60	-
Interest Income	580	300	(280)	700 400
Gate Access Tags	554	3,500	2,946	1,000 (2,500)
Late Fee	633	500	(133)	633 133
AR Fee Income	1,523	1,000	(523)	1,523 523
Total Income	<u>353,707</u>	<u>369,017</u>	<u>15,370</u>	<u>364,111 (4,966)</u>
Expense				
Administrative Expenses				
Accounting	1,728	1,025	(703)	2,000 975
Bank Charges	5	-	10	-
Copies	3,172	1,000	(2,172)	4,000 3,000
Admin-AR Fees	2,418	2,000	(418)	3,000 1,000
Legal Expense	6,203	10,000	3,797	10,000 -
Management Fees	11,433	15,244	3,811	15,244 -
Meeting Expense	800	800	-	1,000 200
Postage/Delivery	459	500	41	500 -
Social Events	-	2,500	2,500	2,500 -
Website Maint.	-	1,000	1,000	1,000 -
Website Hosting	390	500	110	500 -
Ins-D & O	2,282	2,863	581	2,282 (581)
Ins-F&E or Package	4,598	4,739	141	4,598 (141)
Taxes-Property	(4)	954	958	954 -
Total Administrative Expenses	<u>33,483</u>	<u>43,125</u>	<u>9,647</u>	<u>47,588 4,453</u>



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POA

Lakecliff on Lake Travis POA
Income Statement - POA
YTD September 30, 2025

	YTD Actual	2025 Budget	Remaining Budget	Projected	Projected Over (Under) Budget
Landscape					
Landscape-Lot Mowing	7,100	16,800	9,700	16,800	-
Landscape-Common Area	39,414	63,520	24,106	63,520	-
Landscape-Seasonal	5,115	3,500	(1,615)	6,000	2,500
Landscape-Supplies	1,400	3,500	2,100	2,000	(1,500)
Landscape-Sprinklers	833	3,200	2,367	1,000	(2,200)
Total Landscape	53,862	90,520	36,658	89,320	(1,200)
Property Expenses					
Entry Gate Maintenance	-	2,000	2,000	2,000	-
Property & Vendor Management	3,600	4,800	1,200	4,800	-
Gate Access Tags	-	3,000	3,000	1,000	(2,000)
Mailbox/Guard House Maint/Repair	676	1,500	825	1,500	-
Landscape Lights	-	200	200	200	-
Maint/Repair	135	3,600	3,465	1,000	(2,600)
Security/Monitoring	27,358	36,031	8,673	36,031	-
Signage Install/Maint	-	2,000	2,000	2,000	-
Street Light Maint/Repair	-	200	200	200	-
Water Feature Maint	6,469	500	(5,969)	7,000	6,500
Total Property Expenses	38,238	53,831	15,593	55,731	1,900
Utility Expenses					
Internet - Security	509	900	391	900	-
Electric	1,939	2,600	661	2,600	-
Total Utility Expenses	2,447	3,500	1,053	3,500	-
Total Operating Expense	128,031	190,976	62,950	196,139	5,153
Operating Income (Loss)	225,677	178,041	(47,581)	167,972	47,636
Non-Operating Expenses					
Fence Repairs	17,411	15,000	(2,411)	17,411	2,411
Road Maint/Repair	-	-	-	-	-
Non-Operating Expenses	17,411	15,000	(2,411)	17,411	2,411
Fund Change - Cash Increase (Decrease)	208,266	163,041	(45,170)	150,561	(12,480)

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Irrigation

Lakecliff on Lake Travis POA
Income Statement - Irrigation
YTD September 30, 2025

	YTD Actual	2025 Budget	Remaining Budget	Projected	Projected Over (Under) Budget
Income					
Irrigation System Revenue	84,365	120,000	35,635	120,000	-
Irrigation System - Set up fees	2,500	5,000	2,500	5,000	-
Total Income	86,865	125,000	38,135	125,000	-
Expense					
Meter Reading	3,051	6,200	3,149	6,200	-
Raw Water	52,485	80,000	27,515	80,000	-
Raw Water - Res. Water Facility	7,200	9,600	2,400	9,600	-
New Meters	3,401	2,500	(901)	2,500	-
Irrigation - Repairs/Maintenance	2,634	5,000	2,366	5,000	-
Irrigation Install	-	-	-	-	-
Total Expense	68,770	103,300	34,530	103,300	-
Fund Change - Cash Increase (Decrease)	18,095	21,700	3,605	21,700	-

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Development

Lakecliff on Lake Travis POA
Income Statement - Development
YTD September 30, 2025

	YTD Actual	2025 Budget	Remaining Budget	Projected	Projected Over (Under) Budget
Income					
Arch Review Fee	12,000	5,000	(7,000)	12,000	7,000
New Construction Mgmt Fee	12,000	8,000	(4,000)	12,000	4,000
Total Income	24,000	13,000	(11,000)	24,000	11,000
Expense					
Administrative Expenses	34,000	40,000	6,000	34,000	(6,000)
Development Services	34,000	40,000	6,000	34,000	(6,000)
Total Expense	(10,000)	(27,000)	(17,000)	(10,000)	17,000
Fund Change - Cash Increase (Decrease)					



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Cottages

Lakecliff on Lake Travis POA
Income Statement - Cottages
YTD September 30, 2025

	YTD Actual	2025 Budget	Remaining Budget	Projected	Projected Over (Under) Budget
Income					
Cottage Landscape Maintenance Allocation	40,387	62,400	22,013	62,400	-
Cottage Landscape Seasonal Allocation	61	5,400	5,339	5,400	-
Set-up Fees	-	-	-	-	-
Sprinklers Repair Revenue - Cottages	846	1,500	654	1,500	-
Total Income	41,294	69,300	28,006	69,300	-
Expense					
Landscape-Cottage Recurring	55,761	62,400	6,639	62,400	-
Landscape-Seasonal	3,661	5,400	1,739	5,400	-
Landscape-Cottage Sprinkler Repairs	1,121	1,500	379	1,500	-
Total Expense	60,543	69,300	8,757	69,300	-
Fund Change - Cash Increase (Decrease)	(19,250)	-	19,250	-	-



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Balance Sheet

Lakecliff on Lake Travis POA

Balance Sheet Period June 30, 2025

Assets		
Cash		
Cking - Western Alliance	343,222.54	
Cking - Arrowhead Bank	1,172.38	
Cking - Arrowhead Construction	40,442.85	
Certificate of Deposit	30,295.89	
MMA Reserve - Western Alliance	9,778.11	
Total Cash	<u>424,911.77</u>	
Total Assets		424,911.77
Liabilities & Equity		
<u>Other Liabilities</u>		
Construction Deposits	70,000.00	
Total Other Liabilities	<u>70,000.00</u>	
<u>Prepaid Assessments</u>		
Prepayments	9,706.42	
Total Prepaid Assessments	<u>9,706.42</u>	
Total Fund Balance		345,205.35
Total Liabilities & Equity		424,911.77



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Infrastructure Review

Security - Update

- Stats for YTD 2025 – Through October 18, 2025
 - 53,039 Transactions processed
 - 34,264 Gate Tags read
 - 18,775 Visitor QR codes read
 - 5,614 – Contractors
 - 5,786 – Visitors
 - 7,234 - Permanent Visitors
 - 141 – Party
 - LPRs Read – 87,651
 - Number of People entering Lakecliff based on occupancy multiplier of 1.5 = ~131,476
 - Adoption of TekControl Visitor Management is up significantly
 - 208 Mobile User
 - 82 Web Access
 - 80 New Registration
 - TekControl Visitor Management LPR Input adoption is still low – We encourage all Residents, Golf and Tennis Members to register their Cars in the system
 - No Reported Incidents



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Roads

- Have begun discussions with Paving Contractors
- Will have 2 companies examine roads and we will put out a RFP to them for Bid
- Will determine best path on repairs based on expert advice
- Intent is to hold our funds until 2026
- Anticipated annual cost for 1 mile per year is ~\$250,000
- The intent is always to work within our budget and not require a Special Assessment

Fence Priorities

- Painting is in Process – Parts Completed
- Lakecliff has over 9,000+ feet of fence line to maintain
- Will continue to ensure Fences look good by doing spot repair or replacement
- Costs are a bit higher due to repairs required
- All fence line will be reviewed ongoing to address any major issues as they arise





Irrigation

- In 2025, we will continue monitoring all shut-off valves
- We anticipate ongoing issues and costs due to aging infrastructure
- Water Loss continues to be an issue
- We encourage all homeowner to have your systems checked to minimize water loss



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Water Conservation

- Dan continued to discuss the Water Conservation actions the community is doing.
- Lake Travis has had significant water. However, we need to continue being diligent in conservation
- Dan mentioned that we are in Stage 1
- 2 times weekly watering is the maximum

Water Conservation - Reminder

LCRA Notice

Lakecliff is under Normal Operations. You and other domestic use, temporary, and landscape irrigation and recreational use water customers should following the maximum **Twice-per-week** watering schedule:

- Wednesdays and Saturdays for addresses ending in odd numbers
- Thursdays and Sundays for addresses ending in even numbers
- Tuesdays and Fridays for POA
- Hours: Midnight to 10 a.m. and 7 p.m. to midnight."
- It is Highly Encouraged that there is no irrigation watering from November to February
- The POA Board has sent out notices to the POA Members regarding this
- The POA Board has posted on our website Lakecliff.com the Aqua and Lakecliff Drought Contingency Plans and the Water Conservation Plan



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Committee Updates – Community Engagement

- Laurie presented that there was a lot going on in 2025.
- New Neighbors added and progress on Natural Gas
- She updated on Marble Falls School District
- And....Eater Celebration

Community Engagement Committee

The Mission of the Committee

Engage with the entire community to foster the positive and welcoming vision that is Lakecliff

Welcome New Members!!

- ✓ Jeanne Parker
- ✓ Roy Canino
- ✓ Rach Andres

Special Events – Mark Your Calendars

- ✓ Halloween Party - **October 31st** – Terry Cole's Band is Playing!!!
- ✓ Christmas Tree Lighting with Santa – **November 29th**. (Followed by a Lasagna Dinner)
- ✓ New Years Eve Celebration – **December 31st** (Going to be a BLAST)

Utilities

- ✓ Gas – Coordination will begin again in January 2026
- ✓ Water
 - ✓ AQUA – Getting Gray Water in Q1 2026
 - ✓ LCRA asking all users to stay at once a week – **Becomes Mandatory March 2026**
- ✓ Vote – Go Vote....And Vote Yes for **Proposition 4** on Water **Building the Lakecliff Brand every day!**



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Committee Updates – ACC

- Steve James presented the ACC update
- Activity is steady but slow

ACC

New Building/Exterior Renovation Activity

Building Activity

- 3 homes under construction
- 1 home close to final approval
- Multiple Projects finalized – Pools and other external activities

General Comments

- Violation warnings, notices and fines are now being issued for non compliance with neighborhood building and home maintenance standards

Homeowners Forum

- Several questions were raised throughout the presentation.

Dan called for the meeting to Adjourn and it was seconded.

Meeting Adjourned at 10:15 AM CT