

# **WESTMINSTER GLEN HOA**

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## **BOARD OF DIRECTORS MEETING**

Monday, August 31, 2026, at 12:30pm

Residence Inn by Marriott Austin Lake Travis/River Place  
And Via Zoom

1. Call to Order at 12:31 pm
2. Establishment of a Quorum
  - Eowyn Gorman, Robert Taylor, Adam Pugh, Jerri Bushaw, Sandhya Murti
  - Management present: Hoa Vo
3. Approve Prior Meeting Minutes from April 23, 2026
  - Motion to approve: Adam Pugh, Second the Motion: Eowyn Gorman, Approved unanimously
4. Approve February 2026 Financial Statements
  - Hoa will find out why a reimbursement check to Eowyn is still showing as uncashed.
  - Hoa will pull up details of invoices coded to Website Maintenance.
  - Motion to approve: Eowyn Gorman, Second the Motion: Robert Taylor, Approved unanimously
5. Old Business
  - ACC Report – see attached
  - Speeding along Westminster Glen Ave:
    - Travis County did a speed study, placing radars at top of hill.
    - Have signs for bus stops, but one is at a blind spot.
    - Can obtain 2 new signs from Radar Signs to place on the North side of Westminster Glen. Data is uploaded to cloud for immediate retrieval. \$3k for each sign.
    - Eowyn and Rick will get more information about the data collection and the Board will decide via email to approve the purchase of two additional signs.
  - Lot 21: no news. Will reach out to committee for ideas and revisit at the next meeting.
6. New Business
  - Espy Energy, Kona and Linda Bailey send a newsletter about the data center to the community. Data center exceeds 20 megawatt capacity (50-70) and running into zoning issues.

- Flock cameras: have they helped deter crime? Contract to renew in January. Will find out whether it auto-renews and when. Board will discuss whether to renew when working on the 2027 budget.
- Reserve Study – need the lowest tier reserve study for the monuments and fences at entrances
- Eowyn has received designs and quotes for landscaping at the entrance. Would like to have budget for the expenditure in spring 2027.
- Firewise report – see attached
- **Annual meeting on Monday, October 26 in the evening**
  - PAMco will book venue (River Place Country Club or Shepherd of the Hills Church)
  - 2 Board positions up for election

7. Homeowners Forum

No homeowner questions

8. Board Meeting adjourned at 1:57 pm

EXECUTIVE SESSION

9. Executive Session started at 1:57 pm

- Discussed ongoing ACC violations.
- Board voted to sue owner who is in noncompliance since fines and violation notices are going unheeded.
- Motion to sue: Robert Taylor, Second the Motion: Eowyn Gorman, Approved unanimously

10. Executive session adjourned at 2:11 pm

## Westminster Glen Estates ACC Status Report

### August 31, 2026

#### **Project Approvals**

Since the last report on April 23, 2026, 10 projects have been submitted. See below.

| Ref. No. | Date Submitted | Address               | Name       | Project                 | Action                                           |
|----------|----------------|-----------------------|------------|-------------------------|--------------------------------------------------|
| 26-21    | 7/21/2026      | Prince William 9312   | Bushaw     | Driveway Landscaping    | Approved                                         |
| 26-20    | 6/28/2026      | Prince William 9300   | Rizkallah  | Remediation Plan 4      | Approved                                         |
| 26-19    | 6/23/2026      | Westminster Glen 9418 | Carter     | Pool and Retaining Wall | Started w/o approval. Wall approved, pool denied |
| 26-18    | 7/7/2026       | Westminster Glen 9304 | Roach      | Roof replacement        | Approved                                         |
| 26-17    | 6/17/2026      | High Gate 4908        | Sofinowski | Front Door              | Approved                                         |
| 26-16    | 6/16/2026      | Prince William 9300   | Rizkallah  | Remediation Plan 3      | Denied                                           |
| 26-15    | 6/8/2026       | Narrow Ridge 4107     | Brennan    | Landscaping             | Approved                                         |
| 26-14    | 5/18/2026      | House of York 4320 #3 | Lee        | Metal roof              | Approved                                         |
| 26-13    | 5/15/2026      | Prince William 9300   | Rizkallah  | Remediation Plan 2      | Denied                                           |
| 26-12    | 5/8/2026       | Prince Andrew 4205    | Vyvia      | Pool Cabana             | Approved                                         |

#### **Other**

- In addition to the above, there is one large approved project in progress: 9300 Westminster Glen Avenue: large home addition and remodeling; construction is essentially complete. Awaiting a landscaping plan.
- 9300 Prince William: Three plans to remediate the damage caused by the removal of the trees on the lot were submitted during the period (total of 4). The last one was accepted with the conditions that the silt fence was to be repaired and extended by August 15 (completed) and 12 large trees (live oak and crape myrtle) planted and a tree irrigation system installed, all by the end of November.
- 9418 Westminster Glen Ave: Homeowner started the project without prior approval. After review the first portion (retaining wall) was approved, however the pool plans were incomplete. The location of the property on the hill on WG Ave has been problematic and the owner was advised to provide traffic control for the transfer of the large amounts of fill dumped in the ROW.
- 4500 Whitehall Cove: Major interior renovation and new windows completed. The Owner has been asked to remove the dumpster from the driveway.

**Metrics**

- Average Modification Request Response Time:

| Period                                | Number | Average Time to Complete* |
|---------------------------------------|--------|---------------------------|
| This period                           | 10     | 4.4 days                  |
| YTD                                   | 21     | 3.8 days                  |
| 2025                                  | 24     | 2.4 days                  |
| * total time from request to approval |        |                           |

**ACC Members**

| Name                                 |
|--------------------------------------|
| Tom Lebsack (Chair)                  |
| Janet Arnold                         |
| Terry Kahler                         |
| Stephanie Landers                    |
| Robert Murkofsky                     |
| Pierre Bulhon (Consulting Architect) |

## Firewise 26-27 Objectives

1. Neighborhood situational awareness
  - a. SIZE for all houses
  - b. Continued brush projects coordinated with ESD4
  - c. Updated website to point to City of Austin real time data
2. Increased education and practice
  - a. AFD and ESEM staff presentations
  - b. Block or cul-de-sac parties to educate and engage new children, neighbors
3. Collaboration with other Firewise communities: community awareness projects (pizza and beer); brush control or tree trimming
4. Establish and use an approved contractor list with proven contractors recommended by residents
5. Documentation – build resource that automatically records work as it is performed