

Parkwood Hill Estates HOA Meetings

Notes of Closed Door Executive Meeting and Community Meeting of September 14, 2006

The scheduled meeting of Parkwood Hill Estates Homeowners Association (HOA) was held on Thursday, September 14th at the HOA Clubhouse.

Closed Door Executive Meeting:

Call to Order:

The Closed-Door Executive meeting was called to order at 6:30 pm by Lisa Burdick. Board members and property management members present were:

Board Members:

HOA President: Lisa Burdick
HOA Vice President: Bryon Chesser
HOA Secretary/Treas: Susan McGowan

RealManage:

Chris Carr

Other Attendees:

- None

Items that needed to be addressed were:

- Discussion of Delinquent accounts
- Attorney update
- Lisa will be gone for the next scheduled Community Meeting on October 12th. The Board decided to not hold a Community meeting in October since our annual meeting, which will be the 21st.

Community Meeting:

Call to Order:

The Open-door Community Meeting was called to order at 7:19 pm by Lisa Burdick. Board members, property management members and committee chairs present were:

Board Members:

HOA President: Lisa Burdick
HOA Vice President: Bryon Chesser
HOA Secretary/Treas: Susan McGowan

RealManage:

Chris Carr

Committee Chairs:

Architectural Control: Kyle McAdams
Budget Advisory: David Kinkema
Newsletter: Jennifer Pelton
Pool: Carey Shinnaman
Social: Richard Miller
Web Site: Reta Reed

Other Attendees:

- Jason Lam

Approval of Minutes from Prior Meeting:

Change of venue for 2006... no minutes will be read... they can be found on our website.

Financial Report:

Operating Account: \$36,878.94

Capital Reserve Account: \$40,387.42

Petty Cash Account: \$5,134.50

Amounts as of: 07/31/06

New Business:

- New cameras – bids
 - \$666.22 for 2 new IR cameras
 - \$260.00 to install 2 new IR cameras and move existing 2 cameras from inside the clubhouse to outside
 - \$76.41 taxes
 - Total: \$1,002.63
- MPower
 - PMG brokered a deal with MPower for all of their properties to get the best deal possible. They put one of our accounts on the agreement. MPower said they would honor the rate for our association but we need to sign the agreement with them. At the end of this year the electric industry will be deregulated and it may be more beneficial for us to wait until the deregulation to see what happens with rates. The Board has decided to wait and then bid out our meters to several power brokers to see what the best deal is we can get for our association.
- New Attorney
 - 6 accounts are with Riddle & Williams and 6 accounts are with The Blend Law Firm so we can get a side-by-side comparison to see who provides the best service. RealManage's professional opinion, at this time, is that we would get better service with The Blend Law Firm. Chris met with Riddle & Williams to see why nothing had been done with several of the accounts they had in their possession. The biggest issue was with Principal dropping the ball. The fees are basically the same for both firms because they use a menu price of which all law firms' use.
- Annual Meeting
 - The annual meeting is scheduled for Saturday, October 21st to coincide with the Fall Festival. The Fall Festival will start at 6:00 pm with dinner at 6:30. The annual meeting will start at 7:30 pm. Susan McGowan's position is up and she has notified the Board that she intends to run again.
- Pool Phone
 - Due to code, we had to have an emergency phone installed outside the gate. This cost us \$199.95 to install and will cost us \$27.95/month for monitoring. The inside phone costs us \$41.50 a month.

Old Business:

- New bank account
 - The new bank account was set up with First Bank. We will use this account to pay for association parties.
- 3 broken cameras
 - Cameras were replaced last Saturday.

Committee Reports:

Social Committee – Richard Miller

- Garage sale is scheduled for October 7th.
- Fall Festival is scheduled for October 21st.
 - Social Committee is working on getting food bids and jump houses for the festival. The band has been booked. They will also put flyers together.

Newsletter Committee – Jennifer Pelton

- Deadline for next newsletter is October 1st.

Budget Advisory Committee – David Kinkema

- Reviewed the attorney proposal and made recommendations to the Board. Also looked at MPower proposal and needs additional information. Chris will provide requested information to the BAC. The BAC had a question about how the association dollars were placed in the reserve fund. They have a concern that if we designate dollars to the replacement fund that we might not have access to it in the event of an emergency. Chris will research this and have a response at the next meeting.

ACC – Kyle McAdams (Attended by Jason Lam)

- They haven't had a meeting in a while.
- They have discussed the Guidelines but haven't finished it yet.

Pool – Carey Shinneman

- Not represented

Web Site – Reta Reed

- Not represented
- The Board will ask Reta to put some information online about the upcoming annual meeting, including a printable proxy and a reservation form for the dinner.

Director Report:

- The soccer field is being used quite regularly.

Manager Reports:

- Case #060058825
 - Chris received the Police report for the damage at Park Wood Hill and Basswood. Chris is following up on this to try and get reimbursed.
- Chris got the bill for the fence repairs at 7933 Stansfield. He will submit this to the insurance company to get reimbursed.
- 7748 Parkwood Plaza – Underground spring.
 - During the drive-through, Chris noticed water seeping from the ground in 6 or 7 places. The City of Ft. Worth tested the water and said it is not city water. We believe this is an underground spring.
- RealManage has hired a property manager for our association, but she won't be integrated into our association until November or December 1st after she goes through RealManage's training program.
- All other items as emailed throughout the month
 - Meetings are running more smoothly and all is well.

Open Discussion:

- There was a question about the lack of flowers at the entrances. This was a Board decision to eliminate flowers this year because our delinquencies were so high and we opted to save the money.
- A question came up about a request for solar screens and the homeowner was told it was approved but they have not had anything in writing back from the ACC. Lisa will contact the ACC Chair to inquire about this.
- Metal shed in backyard was re-addressed. The property manager stopped by but no one would answer the door. We will continue to work on this.

Adjournment:

The meeting was adjourned at 8:42 pm by Lisa Burdick.

Next Board meeting will be during the Fall Festival on October 21st. However, the Board will meet to wrap up final details on the 19th.