

Parkwood Hill Estates HOA Meetings

Notes of Closed Door Executive Meeting and Community Meeting of January 11, 2007

The scheduled meeting of Parkwood Hill Estates Homeowners Association (HOA) was held on Thursday, January 11, 2007 at the HOA Clubhouse.

Closed Door Executive Meeting:

Call to Order:

The Closed-Door Executive meeting was called to order at 6:31 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
- Landscaping Contract
- Pool and Porter Contract

Community Meeting:

Call to Order:

The Open-door Community Meeting was called to order at 7:18 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:

- John Montou
- Lance Pelton
- Jeff Reed

Approval of Minutes from Prior Meeting:

Change of venue for 2007... no minutes will be read... they can be found on our website.

Financial Report:

Financial data on RealManage was not updated due to issue with connection to bank. The connection should be back any day. The petty cash account has been transitioned from Lisa to Susan.

We discussed adding the P&L Operating Account report to the website for all homeowners to see. The Board has appointed David Kinkema to do this on a monthly basis and provide this information to Reta to put on our website.

New Business:

- Landscape bids
 - Landscaping contract is up in February but the Board feels that one year is not enough time to evaluate a contractor if you are happy with the product that you are getting. The Board is negotiating the proposal that our current contractor, Lawn Enforcement of Texas, has provided.
- Pool / Porter Bids
 - We will be rebidding these two services and will get four bids utilizing the bid sheet that the BAC provided the Board.
- Redwood Trail Safety Committee
 - One of the Parkwood Hill Estates (PHE) homeowners that lives on Stansfield had her fence ran into last summer. She has put a safety committee together, in conjunction with a homeowner in Parkwood Estates, to try and resolve issues on Redwood Trail. This committee has stated they represent PHE; however, the Board has not given our consent for the committee to represent PHE and has asked the committee to stop stating they represent PHE. A Board member will contact our City Council person and ask him to keep the Board in the loop on what this committee is presenting to him.

Old Business:

- DCC&R:
 - The Board has completely rewritten the DCC&R's and is ready to get the new document out to the community for approval. We need to decide how to get this information out to the community and are asking the various committee members for assistance. We are considering posting the information on the website and notify the homeowners with a mailing stating the document is there and when the meeting will be that they can come to and vote. We have to have 75% of the community vote in the affirmative to make the change.
- Cameras:
 - Three cameras are currently not working again. The contractor has ordered the replacements, two of which are infrared for inside the clubhouse and will replace the cameras at no charge except \$300 for labor.
- Perimeter Fence:

- At some point in the future we will have to address the perimeter fence as the community ages. The Board is cutting expenses this year and may consider increasing dues to help cover the cost of future perimeter fence expenses. The Board is also considering adopting a rule change related to expenses of the perimeter fence where the homeowner that lives inside the fence will share in the maintenance expense.

Committee Reports:

Social Committee – Richard Miller

- Budget for social functions has been cut for 2007.
- The Board needs to meet with Richard to discuss the budget.
- Easter egg hunt will be the next social event.
- John Montou has volunteered to help cook a pig for the luau if this is allowed by the City.

Newsletter Committee – Jennifer Pelton

- Jennifer would like more communication with the publisher of our newsletter. Lisa will address this with Veronica.
- Jennifer would also like to have some input in the layout of the newsletter prior to it being published. Lisa will start forwarding the newsletter to Jennifer for her approval.
- Next deadline is February 1st.

Budget Advisory Committee – David Kinkema

- BAC represented by John Montou
- The BAC will review the proposal from Lawn Enforcement once we have our changes made.

ACC – Kyle McAdams

- Relatively quiet with only six applications since Thanksgiving.
- The ACC is denying an application for a shed on Stansfield because the shed is in place and there is no permit filed with the city. Chris will also send a violation letter.
- A homeowner wants a deck approved but the deck will be setting next to the fence so they cannot approve it since it is against a city ordinance.

Pool – Carey Shinneman

- No one represented the pool committee.
- The Board needs the Pool Committee to replace the volleyball and soccer field nets because we have reservations starting in March.

Web Site – Reta Reed

- Reta had to leave early.

Director Report:

- No new information other than what has been discussed.

Manager Reports:

- All other items as emailed throughout the month

Open Discussion:

- None

Adjournment:

The meeting was adjourned at 8:43 pm by Lisa Burdick.

Next Board meeting will be February 8, 2007.