

# Parkwood Hill Estates HOA Meetings

## Notes of Closed Door Executive Meeting and Community Meeting of January 10, 2008

The scheduled meeting of Parkwood Hill Estates Homeowners Association (HOA) was held on Thursday, January 10, 2008 at the HOA Clubhouse.

### Closed Door Executive Meeting:

#### Call to Order:

The Closed-Door Executive meeting was called to order at 6:47 pm by Bryon Chesser. Board members and property management members present were:

#### Board Members:

HOA President: Bryon Chesser   
HOA Vice President: Susan McGowan   
HOA Secretary/Treas: Paul Merrill

#### RealManage:

John Smalley

#### Other Attendees:

- None

Items that needed to be addressed were:

- Discussion of Delinquent accounts
- Parking Lot – We have had cars parking in the lot over night. Bryon will ask the NPO what we can do about it. Paul stated we may have to have no parking signs put up before FWPD would issue a ticket or that we may be able to get the orange stickers from FWPD and place on the windshield,.
- Newsletter – The Board discussed the potential of going to an online only newsletter if we don't get better cooperation from our provider. The Board will put out a survey asking the community what they would prefer in the near future.
- Power Washer – The bid that we got for power washing the monuments was higher than what we wanted to pay. The Board agreed to purchase one to have to clean the monuments, around the pool, the playground, etc. Paul will take care of this item.
- Clubhouse Update – Some of the fascia boards and dormers on the roof need to be updated and replaced. John will get 3 bids on it to do board replacement, caulking, priming and painting, etc.
- Petty Cash – John will get a check to Susan for half of the budgeted amount.

### Community Meeting:

#### Call to Order:

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

#### Board Members:

HOA President: Bryon Chesser   
HOA Vice President: Susan McGowan   
HOA Secretary/Treas: Paul Merrill

#### RealManage:

John Smalley

#### Committee Chairs:

Architectural Control: Kyle McAdams

|                  |                 |                                     |
|------------------|-----------------|-------------------------------------|
| Budget Advisory: | David Kinkema   | <input checked="" type="checkbox"/> |
| Pool:            | Richard Kessler | <input type="checkbox"/>            |
| Social:          | Jennifer Pelton | <input type="checkbox"/>            |
| Web Site:        | Reta Reed       | <input type="checkbox"/>            |
| Amenities:       | Lisa Burdick    | <input type="checkbox"/>            |

**Other Attendees:**

- None

**Approval of Minutes from Prior Meeting:**

All previous minutes can be found on our website.

**Financial Report:**

|                       |          |
|-----------------------|----------|
| Operating Fund:       | \$68,765 |
| Replacement Fund:     | \$41,948 |
| Common Property Fund: | \$2,219  |
| Petty Cash Account:   | \$49.59  |

**New Business:**

- Newsletter – Does anyone read the newsletter? Issues with provider so do we go to an online version only so we have complete control. The Board will put out a survey asking the community what they would prefer in the near future.
- Repair to pool pump. Bearings went out in one of the pumps and the pump had to be replaced.

**Old Business:**

- Re-key clubhouse – We haven’t had any issues lately so the Board decided to leave the locks as they are and monitor any future occurrences. Item considered closed.
- Marquee sign – The Board is waiting for warmer weather to look into making modifications to the sign. Item on-hold.
- Pool issues – During 2007 we had numerous issues at the pool and the board was approached by many people with legitimate complaints. During the February Board meeting, the Board is asking homeowners to attend to discuss the issues and come up with a game plan to address them.
- Irrigation leak in play area - Probably not an irrigation leak. The irrigation system has been shut off for several weeks and we have not received any rain, yet the problem continues to occur. The Board requested that the pool vendor shut off the pools auto-fill to determine if the leak is possibly coming from the pool. John will check back with the vendor to see what the outcome is.
- Peter Cafferata (5528 Canyon Lands) wants to see entrance lights fixed, HOA job to make those decisions, even if it means special assessment. – This has been an on-going issue for over seven years. Kyle McAdams, ACC Chair, offered to get a couple of the electrical vendors that works with the City of Euless, to take a look at the situation and give us a bid to resolve. If the cost is too much, the Board may have all of the meters removed and just have the marquee at the front of the property (Basswood and Parkwood Hill) and the meter in front of the clubhouse (Parkwood Hill and Eastwedge) remain lit.

**Committee Reports:**

**Social Committee – Jennifer Pelton**

- Not represented.

**Budget Advisory Committee – David Kinkema**

- Nothing to report.

**ACC – Kyle McAdams**

- Kyle would like to receive the violations that are being sent out. John will get Kyle set up on the portal.

**Pool – Richard Kessler**

- Not represented.

**Web Site – Reta Reed**

- Not represented.

**Amenities – Lisa Burdick**

- Not represented.

**Director Report:**

- Nothing new to report.

**Manager Reports:**

- Nothing new to report.

**Open Discussion:**

- Nothing new to report.

**Adjournment:**

The meeting was adjourned at 7:54 pm by Bryon Chesser.

Next Board meeting will be Thursday, February 7, 2008.