



**Lowe's Farm HOA**  
**BOARD OF DIRECTORS' MEETING MINUTES**  
**AUGUST 5, 2015**

Ginnie Bucek, Board President, called the meeting to order at 7:01 p.m.  
The meeting was held at 1401 Parkside Drive, Mansfield, TX 76063

**ATTENDEES:**

The following Officers and Directors were present:

- Ginnie Bucek, President
- Chris Hamilton, Vice-President
- Paul Blevins, Secretary
- Scott Smith, Treasurer
- Erika Uggen, Director at Large

Jessica Sedgewick, FirstService Residential HOA Account Manager

**HOMEOWNER INPUT:**

Jerry Broccoli, 4303 Old Grove Drive, was present to appeal an ACC Modification request denial. A large portion of Mr. Broccoli's fence blew down during an Oct 2014 wind storm and he replaced it that month. Mr. Broccoli submitted an ACC request in December 2014 after receiving a violation notice and was denied ACC approval because the fence's structural supports cannot not be visible to the public way (per the requirements of the HOA's CC&Rs and the City of Mansfield fence ordinance). The Board reminded Mr. Broccoli that the City's fence ordinance requires that metal posts must be used and that the structural supports of the fence (i.e. posts and stringers to which fence pickets are attached) cannot be visible to the public way.

**CONSENT AGENDA**

The Board reviewed the minutes of the June 10, 2015 Board meeting and follow up email discussions approving the cancellation of the Dallas Security Systems contract and approving the additional funds to change out the electrical outlets on the new median lights to accommodate Holiday lighting.

**MOTION MADE BY PAUL BLEVINS, SECONDED BY SCOTT SMITH TO APPROVE THE JUNE 10<sup>TH</sup> MEETING MINUTES AND RATIFY THE EMAIL APPROVALS. MOTION PASSED 5-0.**

**FIRST SERVICE RESIDENTIAL MANAGEMENT REPORT by Jessica Sedgewick**

- A.** Review of Communications since last meeting included a Dive-In Movie email blast.
- B.** Review of 49 CC&Rs Violations
- C.** Review of 16 ACC Modification Log (13 approved, 1 approved with conditions, and 1 denied, 1 open)
- D.** Review of 5 *Completed* and 10 *In Process* Action Items. Completion Items are:
  - 1. Median Lighting selection made. Switch upgrade approved.
  - 2. Lock hardware on storage door repaired.
  - 3. DSS Contract cancelled effective Sept 30<sup>th</sup>. First Service will control access card database going forward.
  - 4. Kiddie Cushion has been installed.
  - 5. Asian jasmine installed at front entrance.
- E.** Reviewed June 2015 Financial Reports
  - 1. Standard Balance Sheet, Income Statement Report, Variance Report, Collections Report
  - 2. 50 homeowners delinquent on their HOA dues for a total of \$42,938 outstanding. As of 7/31/15 this data includes:
    - a. 2 homeowners with No Collection Status = \$150
    - b. 19 homeowners with Cleared From Collections = \$1,985
    - c. 3 homeowners with Transfer to Attorney for Lien = \$4,528
    - d. 12 homeowners with Lien Property = \$16,853
    - e. 3 homeowners with Referred for Foreclosure = \$6,795
    - f. 5 homeowners with Payment Plan with First Service = \$2,097
    - g. 4 homeowners with Bankruptcy = \$7,988
    - h. 2 homeowners with Payment Plan with Attorney = \$2,542
- F.** Reviewed Decorative Fence Violations and Tree Violations
  - 1. Five homeowners have remedied their fence violations.
  - 2. Eight homeowners have not taken action on decorative fence violation notices are and being fined.
  - 3. Six homeowners have tree violations: three - 1<sup>st</sup> notices, two - TROPA, one - 2<sup>nd</sup> notice.
- G.** Upcoming Events
  - 1. Dive-in Movie on August 15<sup>th</sup>
  - 2. End of Season Pool Party, National Night Out, and Dive-in Movie on September 26<sup>th</sup>

## **NEW BUSINESS**

- A.** Board discussed ACC fence replacement appeal request for 4303 Old Grove Drive  
***MOTION MADE BY SCOTT SMITH, SECONDED BY CHRIS HAMILTON TO DENY ACC FENCE APPEAL FOR 4303 OLD GROVE DRIVE. FINES WILL BE WAIVED ONCE THE FENCE IS BROUGHT INTO COMPLIANCE. MOTION PASSED 5-0.***
- B.** Board reviewed collections history for Homeowner Accounts 0178 and 0321  
***MOTION MADE BY PAUL BLEVINS, SECONDED BY SCOTT SMITH TO PROCEED WITH FORECLOSURES ON ACCOUNTS 0178 AND 0321. MOTION PASSED 5-0.***
- C.** Board discussed current weed control program is not adequately controlling weeds in HOA common areas. Board requested 2 additional bids on enhanced weed control for 2016, so a selection can be made at the October meeting
- D.** Board discussed installing a Playground Shade Structure. Board requested 2 more bids for a shade structure over the playground equipment. Bids will be reviewed at the October Board meeting and presented to the homeowners at the annual meeting in March 2016
- E.** Board reviewed the draft Reserve Study completed by Criterium Dotson Engineers in July 2015. In summary, the study concluded that the community assets were generally in good condition when compared to others of similar age and construction type. However, the study concluded that the current funding levels for the reserve are inadequate to meet the long term financial needs of the community without requiring a special assessment. The study provided several funding alternatives for the board to consider.

***MOTION MADE BY SCOTT SMITH, SECONDED BY CHRIS HAMILTON TO BUDGET THE RESERVE ACCORDING TO ALTERNATIVE #2 GOING FORWARD. MOTION PASSED 5-0.***

## **EXECUTIVE SESSION**

*Executive sessions may be called from time to time to discuss personnel or legal matters. Executive sessions are open to board members and management company officials only.*

- A.** Board discussed how to address homeowners with decorative fence violations who have not taken any action to correct their violations, who have not made any attempts to communicate with the Board, and have been fined four or more times for not remedying the violation.

***MOTION MADE BY ERIKA UGGEN, SECONDED BY SCOTT SMITH TO SEND AN ATTORNEY DEMAND LETTER TO HOMEOWNER ACCOUNTS 0092, 0106, 0172, 0209, AND 0238 REGARDING DECORATIVE FENCE VIOLATIONS. MOTION PASSED 5-0.***

## **NEXT BOARD MEETING**

Primary Date: Wednesday, October 7, 2015 at 7:00 p.m.  
Location: TBD  
Backup Meeting: Thursday, October 14, 2015 at 7:00 p.m.  
Location: TBD

**ADJOURN**

***MOTION MADE BY SCOTT SMITH, SECONDED BY CHRIS HAMILTON TO ADJOURN MEETING.***

***MOTION PASSED 5 – 0, MEETING ADJOURNED AT 9:15 P.M.***



**LOWE'S FARM**  
*In Mansfield*