



**HOA BOARD OF DIRECTORS' MEETING  
MINUTES  
NOVEMBER 19, 2014**

Ginnie Bucek, Board President, called the meeting to order at 7:05 p.m.  
The meeting was held at 4210 Old Grove Drive, Mansfield, TX.

**ATTENDEES:**

The following Officers and Directors were present:

Ginnie Bucek, President  
Paul Blevins, Vice-President  
Chris Hamilton, Director at Large

Jessica Sedgewick, FirstService Residential HOA Account Manager  
Mark Pacheco, Pool Ambassador FirstService Residential Manager

Erika Uggen, Secretary (absent)  
Scott Smith, Treasurer (absent)

**CONSENT AGENDA**

The Board reviewed the minutes of the September 17, 2014 Board meeting minutes.  
The Board ratified the brick wall repair proposal # 4172 by TST Construction.

**MOTION MADE BY PAUL BLEVINS, SECONDED BY CHRIS HAMILTON TO  
APPROVE THE SEPT. 17<sup>TH</sup> MINUTES AND RATIFY THE BRICK WALL REPAIR  
PROPOSAL. MOTION PASSED 3 - 0, (2 member absent)**

**HOMEOWNER INPUT**

- A. David Littlefield, 1410 Lowe's Farm Parkway, requested Board support for his Freedom Project which provides homeowners the opportunity to show patriotic spirit by displaying American flags on holidays. These flags could be purchased at a reduced price from local vendors.
- B. Chudy Uchegbu, 4111 Lakeshore Drive, inquired about how to get rid of armadillos digging up his yard.
- C. Fred Johnson, 1320 Lowe's Farm Parkway, inquired about a potential retail shopping center at Woodcrest Lane.

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

- A.** Review of Communications since last meeting included NNO postcard, winter newsletter, and Santa at the Castle postcard
- B.** Review of 86 CC&Rs Violations
- C.** Review of 10 ACC Modification Log (6 completed and 4 open)
- D.** Review of 4 *Completed* and 9 *In Process* Action Items
- E.** Reviewed October Financial Report
  - 1.** Standard Balance Sheet, Income Statement Report, Variance Report
  - 2.** 44 homeowners delinquent on their HOA dues for a total of \$32,800 outstanding. As of 11-14-14 this data includes:
    - a.** 5 homeowners with No Collection Status = \$ 930
    - b.** 13 homeowners Cleared From Collections = \$ 526
    - c.** 1 homeowner with 2<sup>nd</sup> Notice Sent = \$ 442
    - d.** 1 homeowner demand letter processed by FSR = \$ 1,183
    - e.** 2 homeowners Transfer To Attorney For Lien = \$ 3,022
    - f.** 10 homeowners with Lien Property = \$ 9,382
    - g.** 5 homeowners Referred For Foreclosure = \$ 8,717
    - h.** 3 homeowners with Payment Plan with FSR = \$ 420
    - i.** 4 homeowners in Bankruptcy = \$ 8,178
- F.** Upcoming Events
  - 1.** December 7<sup>th</sup> – Santa Event at the Castle, 2:00 – 4:00 p.m.
- G.** Reviewed Tree Violations
- H.** Review Fence Violations

## **OLD BUSINESS**

- A.** Landscape Project Proposal
  - 1.** City of Mansfield has approved reimbursement for damaged landscaping during the East Broad Street construction. New landscaping cannot occur until City resolves on-going irrigation and electrical repair issues caused by road construction.
  - 2.** Exterior Brick Walls are in the process of being repaired by TST Construction
  - 3.** Lowe's Farm Parkway median tree lighting project delayed due to waiting on City's resolution of electrical problems caused by road construction.

## **NEW BUSINESS**

- A.** Pool Ambassador Review – Mark Pacheco
  - 1.** Mark Pacheco reviewed the 2014 pool ambassador program and addressed the supervisory problems which occurred during the pool season. He discussed the changes within the program and FSR's resolutions for the problems.

**B. Amenity Center Trash Cans**

1. Board discussed the purchase of industrial trash cans at the pool area.

**MOTION MADE BY PAUL BLEVINS, SECONDED BY CHRIS HAMILTON TO PURCHASE RUBBERMAID BRUTE DOMED-LID TRASH CANS FOR THE AMENITY CENTER; AMOUNT NOT TO EXCEED \$500. MOTION PASSED 3-0, (2 members absent)**

**C. Annual Meeting Logistics**

1. Annual HOA meeting will be held on March 17<sup>th</sup> at 7:00 p.m.  
2. Board requested Jessica Sedgwick to reserve the cafeteria at Danny Jones Middle School for the meeting, and to set up on-line voting

**D. ACC Design Guidelines for Fencing**

1. Board requested Jessica Sedgwick to post the ACC guidelines and approved stains

**E. Lawsuit Approval for 6 Accounts**

1. The Board reviewed and made determinations on accounts 0352-04, 0085-03, 0370-04, 0177-03, 0178-03, 0092-04

**MOTION MADE BY PAUL BLEVINS, SECONDED BY CHRIS HAMILTON TO APPROVE LAWSUITS FOR ACCOUNTS 0352-04 AND 0092-04. THE OTHER ACCOUNTS WILL BE REVIEWED IN MARCH 2015. MOTION PASSED 3-0, (2 members absent)**

**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.*

**NEXT BOARD MEETING**

Primary Date: Wednesday, January 28th at 7:00 p.m.  
Location: 4210 Old Grove Drive

Backup Meeting: Thursday, January 29th at 7:00 p.m.  
Location: 4210 Old Grove Drive

**ADJOURN**

**MOTION MADE BY PAUL BLEVINS, SECONDED BY CHRIS HAMILTON TO ADJOURN MEETING. MOTION PASSED 3 - 0, (2 members absent)  
MEETING ADJOURNED AT 8:40 P.M.**

