



Annual Meeting Agenda

March 21, 2017 7:00pm Danny Jones MS

- 1) Call to Order and Acknowledgement of Quorum
- 2) Introduction of HOA Board and First Service Management
- 3) Election
 - a) Nominations From the Floor
 - b) Presentations From Candidates
 - c) Cast Your Ballot
- 4) State of the Homeowners Association
 - a) Committee Reports
 - b) HOA Improvements
 - c) Development Update
 - d) Traffic Update
 - e) Financial Review
- 5) Announcement of 2017 Election Results
- 6) Open Homeowner Q&A – Speaker Cards
- 7) Adjourn

Lowe's Farm Homeowners Association, Inc.

Year-End Budget Analysis

OPERATING FUND

Operating Revenue

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
4110	00	Homeowner Dues	209,280	209,280	209,280
4340	00	Pool Access Card Income	100	105	100
4510	00	Late Fee Income	3,000	2,549	3,000
4512	00	Delinquency Processing Fees	5,000	7,605	7,500
4530	00	NSF Fees	-	125	-
4540	00	Fine Income	-	200	-
4810	00	Interest Income	300	572	300
4950	00	Gas Lease Revenue	7,000	2,158	800
		Total Operating Revenue	224,680	222,594	220,980

Expenses

Utilities

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
5110	00	Electric	6,500	6,174	6,800
5120	00	Water	15,000	16,732	18,000
5130	00	Telephone/Modem	4,150	4,335	4,400
5131	00	Internet		382	
		Total Utilities	25,650	27,623	29,200

Landscape Maintenance

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
5210	00	Landscape Maintenance Contract	36,528	31,961	32,033
5225	00	Resident Lot Mows	150	-	150
5240	00	Landscape Maintenance and Repair	1,000	1,548	1,000
5245	00	Landscape Improvements/Upgrades	10,000	11,053	10,700
5250	00	Tree and Shrub Maintenance	1,000	-	1,000
5260	00	Irrigation Repairs	5,000	6,375	5,000
		Total Landscape Maintenance	53,678	50,937	49,883

Common Area Maintenance

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
5510	00	Fence and Wall Maintenance	1,000	-	2,400
5530	00	Grounds Porter (Playground)	-	-	800
5540	00	Lights Maintenance	500	438	500
5554	00	Playground Maintenance and Repair	1,000	7,269	500
5590	00	Holiday Decoration	8,500	8,974	8,500
5599	00	Common Area Miscellaneous Expense	1,000	975	1,000
		Total Common Area Maintenance	12,000	17,656	13,700

Amenity Center/Pool Maintenance

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
6110	00	Pool Contract Maintenance	13,721	14,100	8,300
6115	00	Pool Supplies and Equipment	-	146	-
6120	00	Pool Repairs and Maintenance	4,000	2,789	4,000
6126	00	Pool Cabana Repairs and Maintenance	2,000	1,519	2,000
6130	00	Access Cards	400	0	400
6135	00	Access System Repairs and Maintenance	500	0	500
6140	00	Pool/Amenities Janitorial Service	5,205	5,168	2,600
6155	00	Pool Monitor Service	13,600	13,101	13,000

Lowe's Farm Homeowners Association, Inc.

Year-End Budget Analysis

6180	00	Pool Signs	200	190	200
6185	00	Pool Permits	500	500	500
Total Amenity Center/Pool Maintenance			40,126	37,513	31,500

General & Administrative

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
7110	00	Professional Management Fee	25,480	25,477	25,480
7120	00	Admin. Supplies and Expenses	4,500	6,271	4,500
7210	00	Annual Review/Tax Return	390	590	250
7215	00	Licenses and Fees	5	-	-
7220	00	Delinquency Processing Exp	5,000	7,605	7,500
7235	00	Legal Expenses - Board	500	88	150
7310	00	Newsletter/Other Mailings	2,000	2,705	2,000
7320	00	Website Maintenance	150	73	150
7330	00	Website Implementation	250	570	250
7400	00	Signs	100	336	400
7450	00	Unrecovered Assessments	6,000	5,416	5,000
7520	00	Meetings Expense	750	704	750
Total General & Administrative			45,125	49,835	46,430

Committees

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
7810	00	Landscape	1,500	0	1,500
7820	00	Social	5,700	4,389	5,200
7860	00	Safety	2,000	1,868	2,000
7870	00	Community Relations	500	-	-
Total Committees			9,700	6,257	8,700

Insurance & Taxes

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
7910	00	Director and Officers Insurance	1,764	1,682	1,801
7920	00	TX Comm. Property Policy	5,730	5,455	5,848
7930	00	Excess Liability Insurance	357	423	430
7950	00	Workers Compensation Insurance	251	344	350
7960	00	Property Taxes	60	1,036	60
7980	00	Federal Income Taxes	2,000	-459	900
Total Insurance & Taxes			10,162	8,480	9,389

TOTAL OPERATING EXPENSES

196,441

198,302

188,802

Reserve Transfers

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
9110	00	Transfer To Reserve	35,706	35,706	39,277
9150	00	Transfer to Reserve for Cap. Imp.	15,000	17,373	-
Total Reserve Transfers			50,706	53,079	39,277

TOTAL EXPENSES

247,147

251,382

228,079

OPERATING NET INCOME (LOSS)

(22,467)

(28,788)

(7,099)

RESERVE FUND

Reserve Fund Revenue**Lowe's Farm Homeowners Association, Inc.***Year-End Budget Analysis*

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
9205	00	Reserve Fund Interest Income	400	740	400
9210	00	Reserve Fund Contribution	35,706	35,706	39,277
Total Reserve Fund Revenue			36,106	36,446	39,677

Reserve Fund Expenses

Acct	Sub	Description	2016 Budget	2016 Actual	2017 Budget
9305	00	Reserve Fund Expense	4,000	4,135	12,630
		Total Reserve Fund Expenses	4,000	4,135	12,630

RESERVE FUND INCOME (LOSS)	32,106	32,311	27,047
-----------------------------------	---------------	---------------	---------------

COMBINED FUND NET INCOME (LOSS)	9,639	3,523	19,948
--	--------------	--------------	---------------



**LOWE'S FARM HOMEOWNERS ASSOCIATION, INC.
Committee Interest Form**

Name: _____

Street Address: _____

Telephone Number(s): _____ (HOME) _____ (CELL)

E-Mail Address: _____

Please Check Which Committee(s) You Would Like to Help:

- _____ **Communications Committee** (manages & posts community information on HOA website and Facebook page; helps with the community newsletter)
- _____ **Social Committee** (organizes social and holiday events for the community; provides refreshments at other HOA events; sponsors community garage sale)
- _____ **Pool/Amenity Center Committee** (monitors areas to ensure pool and playground are organized, safe, and clean environments for the community)
- _____ **ACC Committee** (maintains the community's integrity through the enforcement of the HOA CC&R's (deed restrictions); reviews ACC requests)
- _____ **Landscape Committee** (coordinates with Landscape Company on HOA common areas; advises Management Company of any landscaping needs)
- _____ **Safety Committee** (organizes Neighborhood Watch Program; coordinates block captains; hosts NNO event; informs neighborhood of any safety concerns)

Please return to: **Lowe's Farm Homeowners Association, Inc.**
c/o: FirstService Residential
1240 Keller Parkway, Suite 200
Keller, TX 76248

By fax: 817-380-7011

By email: tonya.jo-smith@fsresidential.com

Lowe's Farm HOA

Candidate Bios

2017 Election

Liz Wright

My husband, Chris, and I have lived in the Lowes Farm Subdivision for about 14 years. I served on the original HOA Board from 2007 – 2011, and recently came back on the board to complete the term for a previous Board Member who moved out of the community.

I have been with the Mansfield ISD for the past 17 years. I'm the secretary to the Assistant Superintendent of Communications and Marketing. I have a grandson at Danny Jones Middle School, and my granddaughter graduated Lake Ridge High School in 2015. I'm the School District Representative and I also serve on the Board of the Common Ground Network, Inc., a non-profit organization made up of local churches, city and local businesses, that serve the students of Mansfield ISD. This organization helps with 'Feed the Kids Program', a 'Christmas Assistance Program,' coordinates food drives that assists local food pantries and helps the School District with their Back-To-School Bash and Stuff the Bus School Supply Program.

Kim Cannady

Hi! My name is Kim Cannady and I have lived in Lowe's Farm since Dec 2004. I retired from the Army and Air Force Exchange in 2011. Since then I travelled, spent time with family and gardened which I love to do. However, I believe it is time to give back to the community that I live in and love. That is why I am asking for your vote as an HOA Board member. I believe we have a wonderful neighborhood and have been blessed with members of the HOA Board that have kept our neighborhood the way we wanted and envisioned when we bought our homes and moved here. I hope to continue on that tradition with the members that remain on the board. I had prior commitments before receipt of the "Save the Date" letter and I could not change them and that is why I will not present at the HOA meeting.

LOWE'S FARM HOA

2017 Ballot

March 21, 2017 - Annual Members Meeting

TO: HOMEOWNER/MEMBER of Lowe's Farm HOA

Per the Association's governing documents, there are *two (2)* positions eligible for election to the Board of Directors. These positions will be elected at the upcoming annual meeting to be held at ***Danny Jones Middle School*** on ***March 21, 2017 at 7:00pm***. Please check up to 2 below. Any ballots received with more than 2 *positions* checked will be null and void. Nominations will be taken from the floor at the meeting. By casting your vote via absentee ballot, you will forgo the opportunity to consider and vote on any action from the floor. You may submit an absentee ballot and later choose to attend any meeting in person, in which case any in-person vote will prevail. (In no event shall this ballot be valid for a period longer than 90 days after the date of the meeting for which it was given.)

_____ Please mark an "X" if you would like the agent to use this proxy for QUORUM PURPOSES ONLY.

Please check up to ***two (2)*** names below.

- Liz Wright (Bio Attached)
- Kim Cannady (Bio Attached)
- _____
- _____
- _____
- _____

VERY IMPORTANT!!!!

***PLEASE SIGN AND SUBMIT THIS FORM TO HELP US REACH OUR QUORUM! ***

Dated this _____ day of _____, 2017

Owner/Member Name and Property address (**REQUIRED**)

SIGNATURE: _____

Please return proxy to FirstService Residential at 1240 Keller Parkway Suite 200, Keller, TX 76248, email to tonya.jo-smith@fsresidential.com or fax to 817.380.7011 by noon on March 21, 2017.