

HOMESTEAD AT CARROLLTON ANNUAL MEETING



March 26, 2012 – Homestead Elementary School

ANNUAL MEETING QUORUM REQUIREMENTS

Per the First Amendment to Bylaws approved in March 2006

- ❑ **Meeting Notice:** Mailed to all Association members at least 10 days prior to a meeting, but not more than 50 days before a meeting. COMPLETED.
- ❑ **First Meeting Quorum requirement:** 30% of all eligible members (primary home owners) must be present (or have issued proxies). 30% of 461 = 138
- ❑ **Second Meeting:** If quorum is not achieved in first meeting, then a second meeting may be held within 60 days, with only 15% of all Association members required to achieve quorum. 15% of 461 = 69
- ❑ **Document Amendments:**
 - ❑ The Bylaws or the Articles of Incorporation may be changed with a vote of 60% of all eligible Association members. 60% of 461 = 277.
 - ❑ The Declaration of Covenants, Conditions and Restrictions may be amended with 66% of eligible members. 66% of 461 = 304.

WELCOME!

- ▣ Board – 5 Elected/Appointed Positions with 2-Year Terms
 - ▣ President: Ty Albright (elected '11)
 - ▣ Treasurer: Edwin Skelton (elected '11)
 - ▣ Secretary: Rusty NejdI (appointed Feb. '11) – **Position now open**
 - ▣ Director: David Gatz (appointed March '11) – **Position now open**
 - ▣ Director: Noureen Khan (appointed Nov. '11) – **Position now open**
- ▣ HOA Administrator: Karen Rayl Bassham
- ▣ Premier Communities: Caroline Guerra, Director of Management

AGENDA

- ❑ Call to order, verify notice of meeting and establish quorum
- ❑ Approval of minutes from 2011 meeting
- ❑ Election of Board of Directors
 - ❑ Announce nominations
 - ❑ Take nominations from the Floor
 - ❑ Close Nominations
 - ❑ Q & A for candidates
 - ❑ Casting of Ballots
- ❑ Board Report
- ❑ Election Results
- ❑ Adjournment
- ❑ Questions and Answers

MAJOR HAPPENINGS IN THE LAST YEAR...

- ❑ New management company: Premier Communities with HOA Administrator Karen Rayl Bassham reporting to them.
- ❑ Landscape Rejuvenation Plan.
- ❑ Common areas: repainted all light poles, purchased new pool furniture, installed new pool pumps, purchased two park benches.
- ❑ Legal procedures to pursue delinquent accounts.
- ❑ Improved ACC submission and approval process.
- ❑ Welcome Package.
- ❑ Updated insurance coverage with correct levels of insurance.
- ❑ Major cost savings through changes in insurance and electricity providers, plus canceling storage unit.
- ❑ Reserve study updating process which ensures we maintain a fully funded reserve balance.
- ❑ Adjusted procedures to follow Texas legislative changes in document management, collections, resident communication and other items.
- ❑ Established the conditions necessary to have a self-sufficient and perpetual HOA administration without the need for each new board to have to recreate systems.

CAPITAL IMPROVEMENTS SCHEDULED

- ❑ Gazebo in Primrose Park: Replace wood deck; paint gazebo floor and skirting; secure benches.
- ❑ Maud's Park: paint 2 benches
- ❑ Clubhouse exterior painting: all doors (front, restrooms, storage); possibly trim in front.
- ❑ Parking Lot: restripe
- ❑ Recreation area: paint picnic tables; replace grill plates.
- ❑ Pool: Reseal capping joint; repair expansion joint and flag stone mortar.
- ❑ Irrigation: Repair and upgrade controllers.
- ❑ Trees: Consider replacements where needed.

LANDSCAPE REJUVENATION COMPLETED

- ▣ Phase I (completed): removal/replacement of dead/weak trees and shrubs, tree trimming, prep. for spring planting.
- ▣ Phase II (Spring 2011): Perennial planting (lowering need for new seasonal color)
- ▣ Phase III (Fall 2011): Daffodils for ongoing spring color.
- ▣ Includes:
 - ▣ 32 trees
 - ▣ 164 roses
 - ▣ 24 Crape Myrtles
 - ▣ 44 shrubs
 - ▣ 2,057 perennial plants
 - ▣ 4,815 Daffodil bulbs
- ▣ Estimated annual cost savings = \$18,000 to \$24,000.



THANK YOU TO COMMITTEE CHAIRS AND VOLUNTEERS

❑ Committees

- ❑ Former Architectural Control: David Gatz, Gary Carpenter & Sheila Jackson
- ❑ Current ACC: Gary Carpenter, Neil Anson and Jennifer Hunt-Frazier.
- ❑ Clubhouse: Former head Diane Albright and new head, Mary Ellen Green. Members: Lynn & Ed Rossol, Tim Green, Ashley Spoto, Lisa Castillo, Lavon Overton.
- ❑ Newsletter: Mary Ferron
- ❑ Dinner Club: Kathy Vargo and Lynn Rossol

❑ A special thanks:

- ❑ Beckye Brown for coordinating our web site
- ❑ Bobby Wrenn for continuing to provide our neighborhood discuss forum.

SOCIAL EVENTS IN THE LAST YEAR...

Thank you to the following people for organizing social events last year:

- Easter Egg Hunt – Meredith Saunders
- Golf Tournament - John Waida
- Homestead Elementary 5th Grade Pool Party – Diane Albright
- 4th of July Parade – Sarah & Rusty Nejd
- Fall Festival – Katie Bangert

2012 SOCIAL EVENT CALENDAR

- ❑ Annual Meeting for Residents March 26
- ❑ Easter Egg Hunt April 7
- ❑ Memorial Day - Pool Opening Party May
- ❑ July 4th Parade and Picnic July 4
- ❑ NNO - Pool Closing Party October
- ❑ Fall Festival October/November
- ❑ Holiday Lighting December

We Need Volunteers!

OTHER ACTIVITIES

- ❑ Soup & Salad Women's Luncheon (quarterly)
- ❑ Manly Men Event (as scheduled)
- ❑ Dinner Club (monthly)
- ❑ Book Club (monthly)
- ❑ Pokeno (monthly)
- ❑ Bunco (monthly)
- ❑ Tiny Tots Play Group (monthly)
- ❑ Spring Women's Bible Study (as scheduled)
- ❑ Homestead Liberty & Self Reliance Group
- ❑ Neighborhood Garage Sale (as scheduled)

Registration information available on neighborhood website: [www. HomesteadatCarrollton.com](http://www.HomesteadatCarrollton.com)

RESIDENT COMMUNICATIONS

- ❑ Email “blasts” news and updates from HOA Administrator – Karen Rayl Bassham, HomesteadatCarrollton@gmail.com
- ❑ Open board meetings announced in advance
- ❑ Neighborhood News – Bi-monthly Newsletter, Mary Ferron, Editor
- ❑ The Homestead Website – Beckye Brown, Content Manager
www.HomesteadatCarrollton.com
- ❑ Premier Connect “My Community Website”:
www.premiermgmtconnection.com.
- ❑ Discuss List – Bobby Wren, host
Visit this link to register for the list:
<http://lists.geekthink.com/mailman/listinfo/hsdiscuss>.

HOMESTEAD AT CARROLLTON WEBSITE

www.HomesteadatCarrollton.com

- ❑ Announcements
- ❑ Social event information
- ❑ Board meeting minutes
- ❑ Budget/financial information
- ❑ Board/committee listings
- ❑ Documents (DCCRs, Pattern Book, Bylaws)
- ❑ Forms: ACC request, Proxy, Pool Waiver, etc.
- ❑ FAQ
- ❑ 2012 Upgrade Planned

MANAGEMENT RESPONSIBILITIES PREMIER COMMUNITIES AND HOA ADMINISTRATOR

- ❑ Oversee and maintain common areas, i.e. entries, perimeter walls, entrance monuments, pool, parks, landscaping
- ❑ Enforce the Covenants, Conditions and Restrictions
- ❑ Manage Vendors and Contracts
- ❑ Manage Violation Inspections
- ❑ Process ACC Requests per ACC
- ❑ Homeowner Inquiries
- ❑ Welcome Information to new residents
- ❑ Homeowner Mailings, Email Blasts, Meeting Notices
- ❑ Board Meeting Facilitation

MANAGEMENT RESPONSIBILITIES PREMIER COMMUNITIES

- ❑ Process Payables and Receivables
- ❑ Collections/Attorney Referrals
- ❑ Monthly, Quarterly, & Yearly Financials
- ❑ Tax Filings and paying property taxes on common areas
- ❑ Process Closings/Transfers, Realtor Inquiries
- ❑ Monitor Utility Usage
- ❑ Database Maintenance, Document Archive

CONTACTS

- ❑ HOA Administrator Karen Rayl Bassham:
972-261-9841 or homesteadatcarrollton@gmail.com
- ❑ Caroline Guerra, Premier Communities: 214-451-5453 or
caroline.guerra@premiercommunities.net
- ❑ Premier Communities Customer Service: 877-378-2388
- ❑ The Homestead at Carrollton CommunityConnect™ website:
www.premiermgtconnect.com

ARCHITECTURAL CONTROL COMMITTEE (ACC)

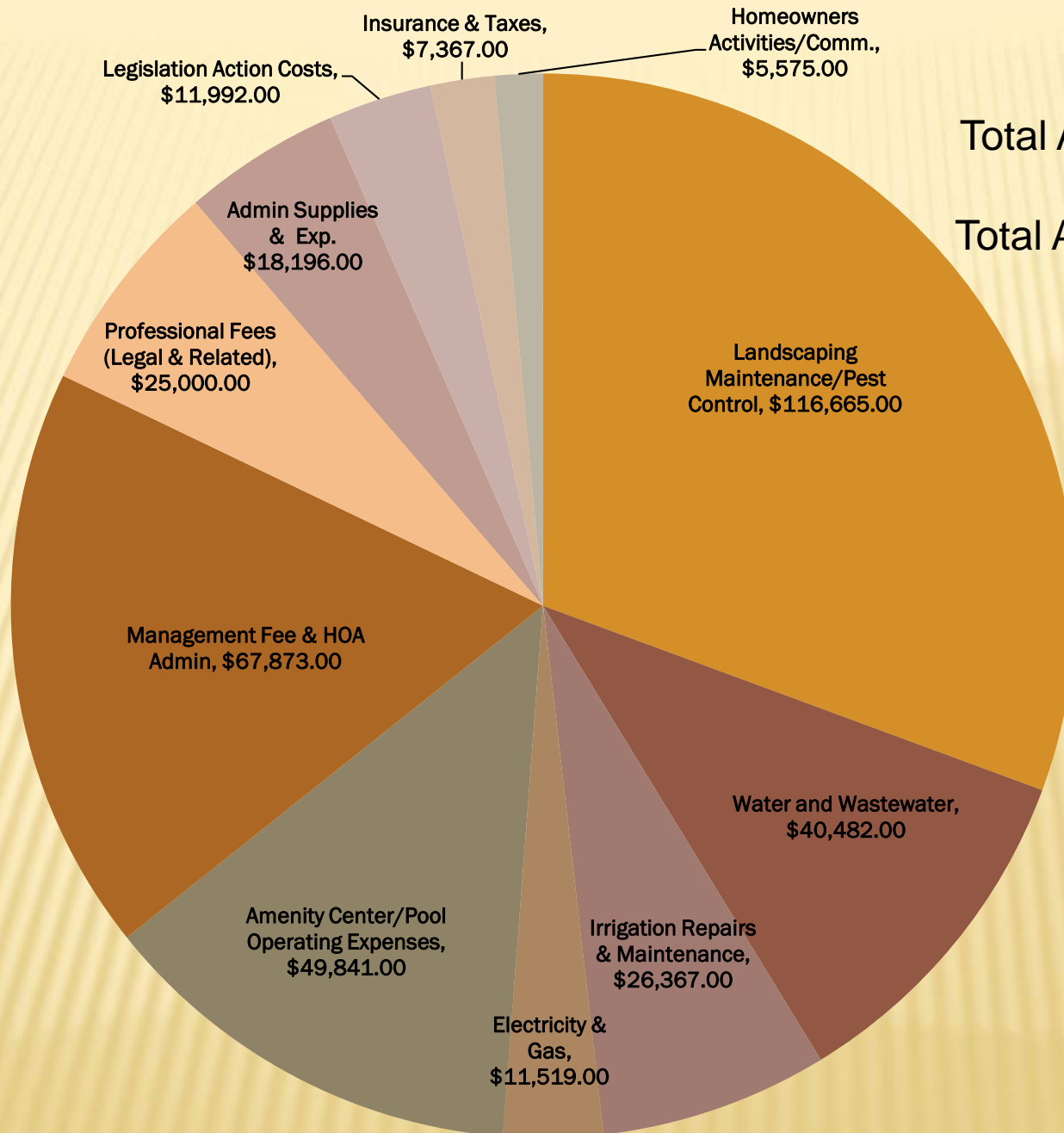
- ▣ An ACC Form is required for exterior changes and is the best way to ensure your money is spent on projects that comply with our *Declaration of Covenants, Conditions and Restrictions* and new *Architectural Standards Bulletins* (all available at www.homesteadatcarrollton.com)
 - Exterior Painting
 - Fencing (replacement and repair/updating)
 - Roof Replacement/Repair
 - Swimming Pools/Spas
 - Major Landscape Changes
- ▣ ACC meets in person and conducts business via email.
- ▣ ACC contacts residents for clarification and to communicate approval or disapproval for request.
- ▣ ACC and HOA track processing time to ensure timely responses (30 days).
- ▣ Forms available on website or through HOA Administrator.

2011 / 2012 BUDGET COMPARISON

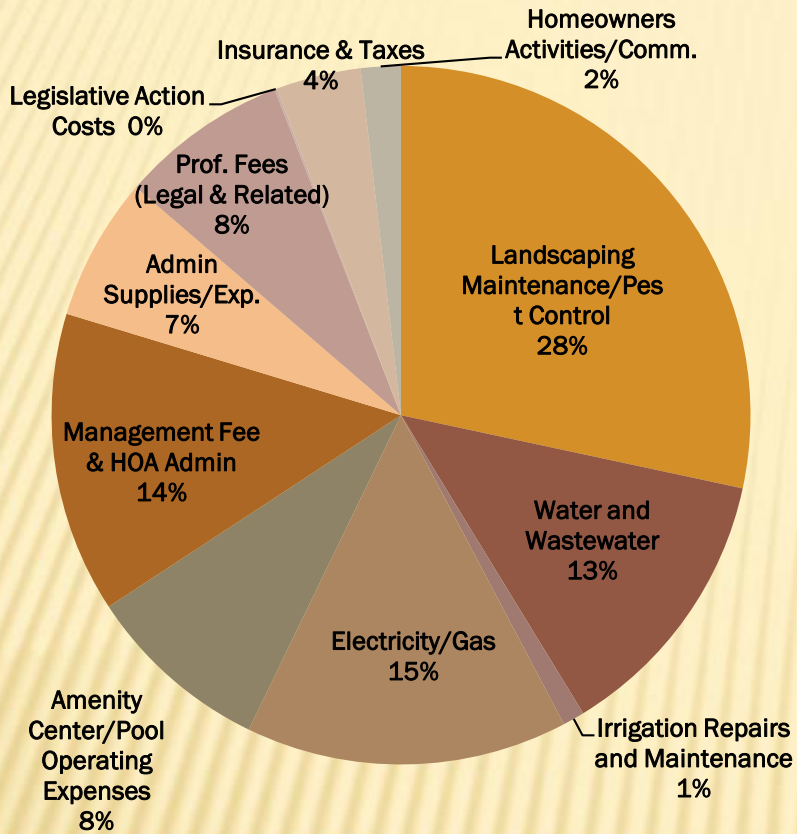


2012 Budget

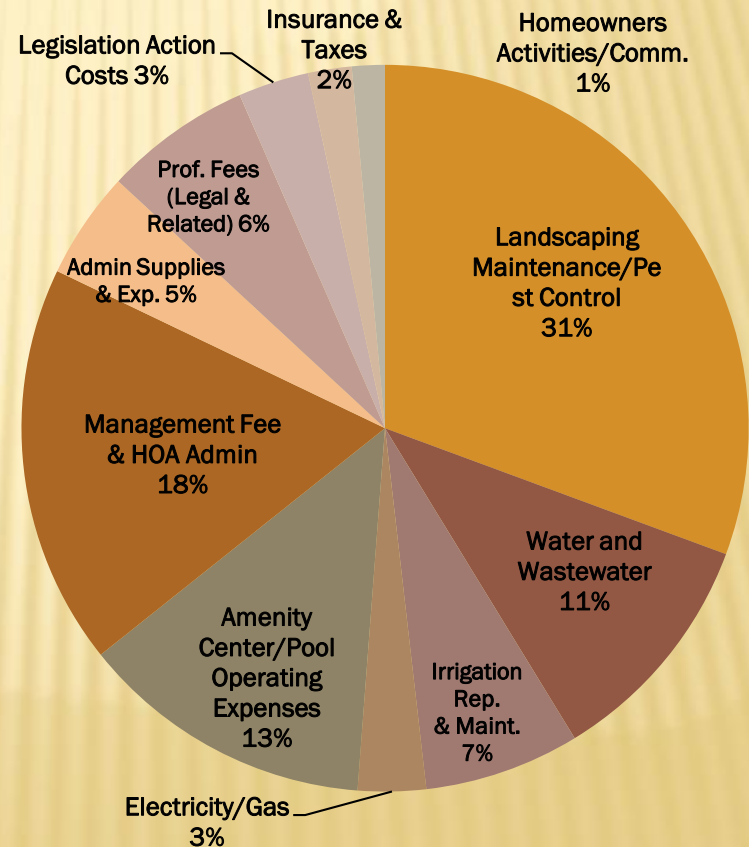
Total Amount Budgeted:
\$355,000
Total Amount of Income:
\$379,789



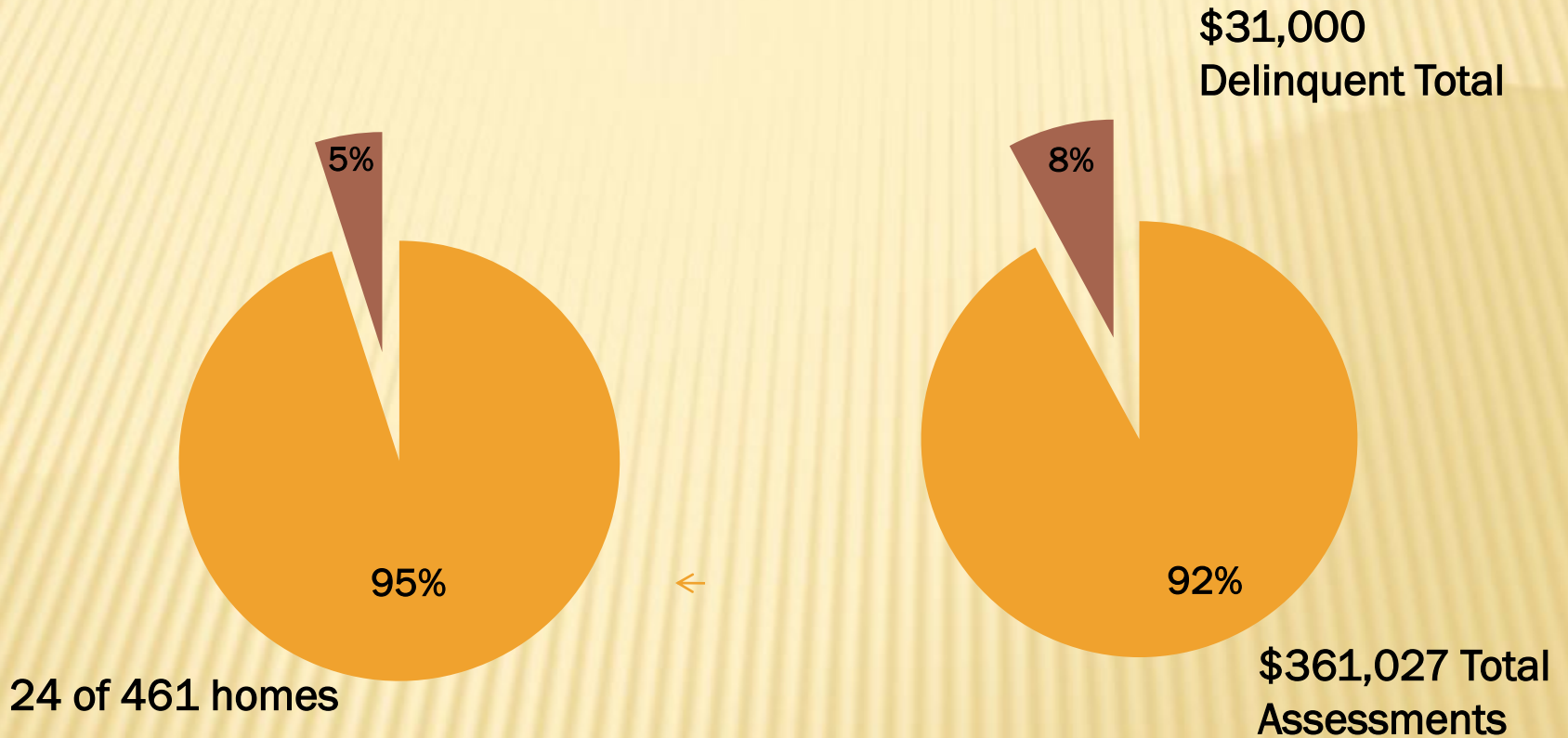
2011 Budget Percentages



2012 Budget Percentages



CURRENT DELINQUENCY ANALYSIS



CASH AND RESERVES

Cash Balances (3/1/12) (\$1,000s)

Operating : 26
Operating Reserve : 58
Total Operating : 84 < Annual budget = \$355k; 24% reserve on hand

Capital Reserve : 234

Total all Cash : 318

Capital Reserve

Beginning Balance : 234 < 81% of fully funded balance
Budgeted expenditures : (90)
Annual Contributions : 24 < 1/12 of fully funded need
Ending Balance : 168 < 58% of fully funded balance

Fully funded balance : 289 < per 1/15/2008 Dotson Engineers Reserve Study

Reserves are adequate and we are on track for future needs

2012 CAPITAL EXPENSES

	<u>Site</u>
Brick perimeter fence repairs (periodic)	7,595
Entrance Monument repairs	1,283
Stone retaining wall repairs	9,886
Concrete Parking Lot repairs (periodic)	1,250
Concrete Sidewalk repairs (periodic)	2,608
Replace irrigation controls	4,809
Replace wood deck @ Primrose Park Gazebo	3,206
	<u>Mechanical</u>
Replace AC condensing unit at club house	4,275
Replace clubhouse water heater	802
	<u>Amenities</u>
Reseal capping joint (Seal-O-Deck)	1,737
Exposed aggregate concrete deck repairs (periodic)	2,132
Wash and stain cedar arbors	3,741
Replace grill at recreation area	802
	<u>Other</u>
Irrigation control upgrades	23,000
ET Controller subscription	3,300
Tree replacements	17,000
Reserve study updates	1,176
Contingency	<u>2,138</u>
	Total : \$90,738

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Q & A

Thank you for attending!