**The Homestead at Carrollton Homeowners Association, Inc.**

**3917 Windmill Trail, Carrollton, TX 75007**

**Via Zoom**

**July 20, 2020**

**7:00 pm**

**Board Meeting Minutes**

**Board Members Present:** Jill Sparks, Terry Humphrey, Kelsey Purswani, Roy Atwood, John Waida

**Others in Attendance**. Shonna Brown-First Service Residential, Patty Cash-HOA Admin,

**Homeowners:** Rhonda and Ken Ferlitta, Ed, Eddie Cash

**Actions by the Board of Directors. The following actions were approved/opposed by the Board of Directors:**

Zoom Meeting was called to order at 7:01 by Patty Cash. It was acknowledged that quorum had been achieved.

Roy motioned the June Board Minutes be approved. Terry second. All in favor.

Jill motioned the contract with First Service Residential Ambassador program not be renewed when the contract ends July 31, 2020. Roy second. All in favor.

Terry motioned Gary Cash Projects be hired to repair/replace the brick walls along Rabbit Run, Quincy, and Standridge at a cost of $14.500. Roy second. All in favor.

Patty adjourned the meeting at 8:19 pm.

**Approvals by the Board of Directors via email:**

Upgrade the endcaps at a cost of $1850.00

Upgrade pool cameras and install new NVR – Digital Watch Dog Black Jack with 12 cameras and a mini POE (Power Over Ethernet) switch for $1475.00 including installation.

**Homeowner Forum:**

Ed expressed his thanks for the flags in the neighborhood during July 4.

**Committee Reports:**

**ACC** –John reported all requests are being answered in a timely manner. There have been 21 requests since the last meeting and all have been approved.

**Landscaping:** Roy stated nothing major occurring with landscape company since the weather is so hot. Homeowners have been good at reporting sprinkler issues and Sunset is responding in a timely manner. Regarding the current leak on Standridge, the mowers should be informing their superior so the irrigation team can be notified. Shonna will follow up on this issue.

Tree replacements are planned in the fall once the temperature is cooler. The budget will also be considered before planting trees.

**Volunteers/Committees**: Jill said nothing has happened with volunteers due to the COVID-19 crisis.

July 4 Parade occurred with a lower number of participants. Parade included the flag bearers, Homestead Marching Band, 3 Carrollton PD cars, many walkers and bike riders, and classic cars

**Communications**: Kelsey stated the newsletter will be due by end of August. It will include a Thank You to Sean Flynn for pool cameras, and to Rusty Nejdl and Doug North for the USA flags. Terry has offered to write the Thank You’s for the newsletter.

**Secretary**: Terry had nothing to report at this time.

**HOA Admin:** Patty reported the new No Smoking Signs have been installed at the pool. She has received 3 thank you’s for having the signs.

She has updated the ACC Request form to reflect updated requirements. She will also be updating the Welcome Packet to reflect these changes.

Pool card requests have been unusually high this summer. Some requests are residents who never received cards when system was changed in 2017, some are replacement cards and some are cards for new homeowners.

Patty asked Board if they wanted to give Julio from Robert’s Pool Service another thank you gift card for his extra hard work with keeping our pool clean. This has been tabled for a later date.

Discussion regarding window grids requirements:

Roy gave a history of original design of neighborhood. The plans for homes had to be approved by the Village Architect. Some homes were approved to be built without the window grids even though the Pattern Book shows grids on all windows. Over the years, the ACC and Board have had to rule on windows by homeowners wanting to replace windows.

The ACC has to follow the examples in the Pattern Book and had to approve replacement windows without grids for the homes built without them. What is already installed needs to be replaced the same.

Over the years, homes without grids on the back windows were allowed to replace without grids. Other homes have been approved to also replace back windows without grids even if they had grids originally.

Jill mentioned some homes have grids on the front and will continue to have them on the side or back since the windows exist in one room inside the house. Homeowners may not want to mix grid windows and non-grid windows in the same room.

The Board decided the following:

If grids exist on windows, when the windows are replaced, they must have grids.

If front or street facing windows are missing the grids, when the windows are replaced, the windows must contain the grids.

Side windows that have grids need to be replaced with grids.

Back windows are not required to have grids. Homes on a corner may require the grids as these windows can be seen from the street.

The ACC will determine whether side windows require grids based on the individual home.

Patty and the ACC will create an Architectural Bulletin to clarify window grid requirements.

**Old Business/New Business:**

Jill motioned the contract with First Service Residential Ambassador program not be renewed when the contract ends July 31, 2020. Roy second. All in favor.

Wall Repairs: The brick walls along Rabbit Run, Quincy, and Standridge need to be repaired. Shonna presented 3 estimates to the Board for review.

Terry motioned Gary Cash Projects be hired to repair/replace the brick wall at a cost of $14.500. Roy second. All in favor.

Patty stated Gary Cash is no relation to her family.

Roy explained the money will come out of the Reserve Fund for this project. The Reserve Study done in 2015 estimated 9 years of life left for the walls.

**Financial Report:**

Roy said the financials looked fine. We are currently under budget for the month.

**Management Report:**

Terry pointed out a homeowner called the FSR call center regarding a notice about her mailbox paint. The post office told her the mailbox was fine. Shonna will follow up with the homeowner regarding the mailbox.

Roy pointed out our legal counsel was contacted regarding 2 accounts with little activity for the past 2 months. The law firm is instructed to move cases along so delinquent accounts are handled within an appropriate time. The Board is willing to work with homeowners if there is a financial situation preventing them from staying current. Shonna stated we have 4 years to handle a delinquent account.

Shonna will begin working on the 2021 Budget.

Roy pointed out the pool and wall repairs will come from the reserve account. After those repairs, we need to evaluate the reserve fund to be sure it stays fully funded. Another Reserve Study should be conducted in 2021.

Kelsey asked about installing Dog Poop Stations around the neighborhood. Roy and Patty explained this was researched 3 years ago and the Board voted against it due to the cost. After discussion, it was decided Shonna will get estimates for adding stations at the 4 parks, Maude Park, Hillside Park, Primrose Park and Creekside Park (area at Countryside, Morning Dove & Auburn). These locations already have trashcans so only the bags will need to be placed there and stocked. A station with a trashcan is recommended for outside the pool gate away from the fence.

Board also wants estimate to remove the bike rack outside the pool gates since it is used for trespassers to gain access to the pool.

Eddie Cash stated the grass area around Hillside Park look much better.

Jill reported homeowners have expressed concern about holes in the grass at Hillside Park. The concern is someone can trip in one of the holes. Shonna will contact Sunset.

Patty has a request from a homeowner to have a shred event scheduled. Roy shared information about Mosaic Shred which helps persons with disabilities. Shonna will follow up.

Patty has received more requests for food trucks. She will work on scheduling more trucks. Roy said Maggiano’s is a good option.

Kelsey inquired about adding more amenities like a tennis court to the neighborhood. Roy explained a survey was done and the result was Primrose Park being built and adding pergolas to the pool area. The budget has to be taken into consideration for installation and maintenance. Maintaining a tennis court is as costly as maintaining the pool. This idea was tabled for now.

Roy gave a little history of the name of the street Windmill Trail. The original design plan was to have a windmill in the grass area on the corner of Windmill Trail and Countryside. The windmill was ordered and before it was installed, it was stolen.

Patty adjourned the meeting at 8:19 pm.