**THE HOMESTEAD AT CARROLLTON HOMEOWNERS ASSOCIATION, INC.**

**Board Meeting Minutes**

**October 17, 2016**

**I. Call Meeting to Order**

A quorum was present and Neil called the meeting to order at 7:05PM.

Homeowner Board members present were:

Neil Anson – President

Roy Atwood - Secretary

Ty Albright - Director

Steve Kerper -Director

Representing the FirstService Residential management team was Barbara McCormick-Thomas and Cathy Quaid.

Also in attendance: Justin Knox from Greater Texas Landscaping.

Homeowners present: David Gatz

**II. Review and Approval of Prior Meeting Minutes**

Neil made the motion to approve the minutes. Steve seconded.

Approved.

**III. Homeowner Forum**

David Gatz requested that the pool area be left open year round so the residents could use the grill and pavilion. Discussion ensued regarding the potential cost and liability. Cathy will reach out to Robert’s Pool Service and SiteForce to review potential costs.

David also inquired about additional lighting in the pool area. Additional lighting will be installed along with the security cameras. Board is waiting on bids from Sean Flynn.

**IV. Committee Reports**

Social Committee – no report.

ACC – David Gatz addressed the recent tree bulletin issued by the Board and raised these concerns:

* He objects to changing tree size requirement from caliber to gallon measurement.
* He feels the number of trees required on a lot is inconsistent.
* He feels the bulletin is a re-defining of the covenants, rather than a clarification.
* He believes the Board exceeded its authority by approving the tree bulletin

Discussion ensued.

It was acknowledged that the documents which Homestead inherited from the original developer were not written as well as they could have been, and this has created a challenge with enforcement of the intention for the community.

The Board’s position is that the intent of the governing documents is to create a canopy neighborhood and the revised tree policy furthers that intent. The Board wants to make it easier for residents to maintain their lots, and the new policy is in the best interests of the Association.

**V. Financial Review**

September financials were reviewed.

**VI. 2017 Budget**

Ty asked about the 2017 Budget and wanted to verify that there would be no dues increase and the reserves would be fully funded. He was assured. A motion was made and seconded and the 2017 Budget was unanimously approved.

**­VII. Primrose Park Clean-up**

1. **Gazebo Painting**

Barbara Thomas presented two bids, from Fresh Coat and Certa Pro. A third bid had been received from Cash Project Management but Barbara declined to present that bid as it was not in the requested format, and over $1000. Certa Pro’s bid, while higher, included staining the gazebo floor and benches. FreshCoat’s bid did not. Cathy will ask FreshCoat to include those two items. The Board will then approve the lower of the two bids.

1. **Landscape clean-up**

Barbara Thomas and Justin Knox presented a proposal to remove damaged edging from Primrose Park, remove a dead tree, install decomposed granite in the walkway leading to the gazebo, and mulch the bare areas in the park, total cost $5,080.61. Roy moved to approve, Neil seconded. Approved. Work to be done prior to the fall festival.

Additional landscape discussion followed. Entrance landscape beds will be enhanced in a style similar to the medians. This bid was approved in the prior Board meeting. Price has been adjusted to include a “Not To Exceed” estimate for irrigation retrofits. New cost is $26,133.12.

Freeze sensors will be installed at the irrigation controllers for the negotiated price of $1,659. This was approved at the prior meeting, subject to price negotiation.

Justin reported on the current condition of the property. The turf still needs improvement. Since the new landscaping designs at the medians and entry use no seasonal color, the cost of color (built into landscape contract) can be applied to other projects. Spring projects to include pool, clubhouse entry and small median endcaps.

Justin stated that the leak by Mrs. Toewes house will be investigated. A leak detection service may need to be engaged.

Justin was asked to trim Mexican Sage plants that are too tall inn the medians on Branch Hollow.

Board advised manager to continue to monitor landscape costs.

**VIII. Architectural Bulletin**

Based on the objections expressed by David Gatz on the topic of whether or not the prior approval for the tree bulletin was in accordance with the provisions of the Association documents the topic of whether or not rescinding the prior approval was appropriate was put on the agenda.

Ty contended that the Board had acted in accordance with its authority pursuant to the terms of the Association documents and the prior Board approval should stand.

Roy suggested that the document be revised to a statement of Board policy, distributed to the Homeowners and filed. Neil moved and Ty seconded. Motion carried.

Barbara suggested drafting a committee charter outlining the responsibilities of the ACC. The Board also discussed including authorization of the ACC on the agenda of the Annual Meeting.

**IX. Adjourn to Executive Session**

Neil moved that the meeting be adjourned, Roy seconded. Motion carried. Adjourned at 8:43PM.

**Executive Session Minutes**

**I.\_\_ Call meeting to order to order**

Neil called meeting to order at 8:44PM with quorum present. Ty seconded. Motion carried.

**II Review Collection Activity**

Ivy Lane home is now on a payment plan.

Countryside home – trial in probate court is scheduled for April 2017. Further information from the attorney is requested.

The next meeting will be November 28, 2016 and there will be no December meeting.

**III. Adjourn**

Neil moved to adjourn. Steve seconded. Meeting adjourned at 8:53PM