

Homestead Homeowners' Association Board of Directors January 28, 2013 Board Meeting Minutes

- I. The board meeting was held January 28, 2013 at The Homestead clubhouse. The following board members and others were in attendance:

Board: Ty Albright, Edwin Skelton, Noureen Khan
Premier: Caroline Guerra, Karen Rayl Bassham
- II. The agenda was presented, quorum was established and the meeting was called to order by President Ty Albright at 7 p.m. Karen Rayl Bassham (KRB), HOA Administrator, was appointed scribe for this meeting.
- III. Ty moved, Ed seconded and board voted unanimously to have minutes for the October 8, 2012 board meeting approved.
- IV. Dinner Club: this was moved up on the agenda due to the interest of residents in attendance. KRB passed out some options on changing the Dinner Club, using information obtained by Lynn Rossol, who, with Kathy Vargo, has stepped down from coordinating the DC.
 - A. The Board decided KRB should send out a blast email asking for input on what DC should be.
 - B. Since one option was changing it to a newcomers' dinner, the Board asked that KRB put a call for volunteers in the upcoming newsletter for people who want to help with a newcomers program.
- V. Board Meeting planning:
 - A. The Board decided to set up March 18 as a formal board meeting with the primary purpose of planning for the Annual Meeting. The Annual Meeting date was confirmed as March 25, 2013 at Homestead Elementary.
 - B. The Board also scheduled a tentative date for the first board meeting for the new board as April 8, where the new board will elect officers and set the meeting schedule for the rest of the year.
- VI. Architectural Standards Bulletin 4.5-6 on "Wood Fence Height" was approved by the Board. KRB will arrange to have signatures from the ACC and board concurrence on the final form.
- VII. Landscaping Competitive Bids
 - A. At the board's request at the Oct. 8, 2013 board meeting, Caroline Guerra was asked to get competitive bids for our landscaping contract. Caroline presented the bid comparisons for Stearman Landscaping, Hadden Landscaping, Haynes Landscape and Southern Botanical Landscape (our current vendor). All companies were given the same scope of work on which to bid. Caroline explained that Premier had checked into the eligibility of all four vendors regarding insurance coverage. Stearman did not have the required Workman's Comp insurance but said they would get it if chosen for the contract.
 - B. The bid amounts for a one-year contract were:
 - a. Stearman Landscaping: \$70,035.00
 - b. Hadden Landscaping: \$81,345.31
 - c. Haynes Landscaping: \$127,675.00
 - d. Southern Botanical: \$79,866.08
 - C. In reviewing the bids, it was noted that the lowest cost bidder (Stearman) had not completed the detailed information requested in the bid process, which led the board to lack confidence their bid included the level of work required. Caroline also said this was the only one which Premier had no experience with. They were eliminated from further consideration. Haynes Landscape came in quite a bit higher than the others and was eliminated.
 - D. It was decided the two remaining companies, Hadden Landscaping and Southern Botanical, would come in and do presentations. The Board decided to create a volunteer "Bid Review Committee" to attend the presentation meeting for these two companies. It was decided all residents would be invited to these presentations and could provide feedback to the Board, who will make the final decision. KRB was asked to announce this through the newsletter and blast email.
- VIII. Social Event Dates and Coordinators: Board reviewed social event schedule for 2013.
 - A. Easter (Sunday, March 31). No coordinator; KRB will put out call for volunteers.

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- B. Golf Tournament (date TBD). John Waida will coordinate this again this year.
 - C. Pool Opening (Fri., May 24). Steve Kerper will coordinate this again this year.
 - D. 4th of July Parade/Pool Party (Thurs, July 4). Rusty & Sarah Nedjl have done the last two years and will do again this year.
 - E. Fall Festival (date TBD). (Katie Bangert will coordinate again this year.
- IX. Dues Comparison Committee Presentation: KRB gave the presentation to the board from the Dues Comparison Study done by a resident committee (of which KRB was part). It was approved to show this presentation at the Annual Meeting.
- X. Financial:
- A. Board heard from Premier about the Reserve Account projects scheduled this year, including drip irrigation, clubhouse exterior painting and pool resurfacing.
 - B. Caroline provided a cost comparison of different electric companies to consider as StarTex contract is up for renewal. The Board decided to have Premier make the decision based on lowest rates for 12 months.
 - C. Caroline explained that Premier's Accounting Dept. wanted to waive the "AP Other" line item from the budget, which was initially established as 'due back' to the developer for clubhouse renovation for \$31,749. The Association has carried the balance on the books about 10 years. Because of the uncertainty that this amount was ever a liability to the association, and because over 7 years have passed and the original developer has never requested payment, it was agreed that this amount is not due and should be removed from the Association's books as a liability.
- XI. Security Issues:
- A. The Board discussed options for security at the pool and neighborhood as a result of residents' concerns. After discussion, including residents at the meeting, the Board decided to consider need and costs necessary for various options and provide a slide on this at the Annual Meeting to obtain additional feedback from Homeowners before making a final decision. The 2013 budget includes \$5,000 for pool security.
 - B. The Board asked Caroline to get a proposal from Premier for their Pool Ambassador Program, which would provide a representative at the pool during pool season.
 - C. KRB was asked to work on installing motion sensor lights at the pool.
- XII. Homeowners' Comment Session:
- A. Sheila Jackson said something should be done about the number of cars parked on the streets in the neighborhood. Cars parked are supposed to be moved everyone 72 hours. She said we can call the police to report cars parked permanently. KRB was asked to look into the City's parking ordinances.
 - B. Sheila also asked about how delinquencies are handled; Ty explained that there is a standard process for the collection of delinquency, and that all Homeowners are treated the same. The process is documented, and ultimately, after the required number of notices, unresolved delinquencies over \$1,000 are automatically referred to legal counsel for collection. The Board decided to show a snapshot of delinquencies as of Feb. 28, 2012 and Feb. 28, 2013 on a slide for the Annual Meeting.

The regular board meeting was adjourned at 8:50 p.m., so the Board could meet in Executive Session.