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

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

**Via Zoom**

**September 29, 2020**

**7:00 pm**

**Board Meeting Minutes**

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

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

**Homeowners:** Ranjan Gupta, Eddie Cash, Mary Rowland

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

Zoom Meeting was called to order at 7:23 by Jill Sparks. It was acknowledged that quorum had been achieved.

Roy motioned the July Board Minutes be approved. Jill second. All in favor.

Roy motioned to have Sunset Landscape Company plant 3 crepe myrtles on Countryside and a Cedar Elm, 2 crepe myrtles around the electric box at Primrose Park and sod the bare areas of Primrose Park on the Auburn side. John seconded. All in favor.

Roy motioned we allow one clubhouse rental per week and allow the renter to arrive one hour early if they wish to clean before their event. John seconded. All in favor.

Roy motioned the Budget for 2021 be approved with the adjustment of the Pool Maintenance line item. The excess budgeted for the pool maintenance will be added to capital reserve. John 2nd. All in favor.

John motioned to approve Tamrack to install 5 pet stations. The station outside the pool/clubhouse should not be close to the fence. John will organize a group of homeowners to remove the bike rack. Roy 2nd. All in favor.

Roy motioned not to move forward with a shred event due to the cost. Jill 2nd. All in favor.

Roy motioned the Architectural Bulletin 4.5 - 10 Window Grids be approved. John 2nd. All in favor.

Roy motioned the meeting adjourn at 9:22 pm. Jill 2nd. All in favor.

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

The Fall newsletter was approved. It was emailed to homeowners and placed on website homesteadatcarrollton.com.

The Amenity Access Agreement was updated, approved by the Board and placed on website homesteadatcarrollton.com and on First Service Residential resident portal.

Reactivate pool card from pool incident

**General Meeting was paused at 7:30 pm to have the Executive session with a homeowner.**

**General Meeting resumed at 7:52 pm.**

**Homeowner Forum:**

Mary Rowland attended to hear about the window grids Architectural Bulletin.

**Committee Reports:**

**ACC** –John reported all requests are being answered in a timely manner. There have been 19 requests since the last meeting. Of the 19, 17 were approved, 1 was denied and1 is outstanding.

**Landscaping:** Roy included the Treasurer report update along with the landscape report.

The fluctuation in the cost of water is due to the City of Carrollton not reading the meters each month which causes the following month to be higher. We have not had any major leaks in the past few months. We are currently under budget for landscape by $15,000.

Tree replacements are planned in the fall. Sunset has proposed a few options for the median on Countryside and Primrose Park.

Roy motioned to have Sunset Landscape Company plant 3 crepe myrtles on Countryside and one cedar elm, 2 crepe myrtles around the electric box at Primrose Park and sod the bare areas of Primrose Park on the Auburn side. John seconded. All in favor.

Board discussed putting lights on gazebo at Primrose Park. Ideas will be submitted and discussed at a later date.

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

Homeowners have contacted Jill (and on Discuss list) regarding the plan for Halloween. The HOA has no plans for a Halloween event. There will not be any restrictions unless the City of Carrollton puts out restrictions.

**Communications**: The newsletter was emailed to homeowners and placed on The Homestead website.

**Secretary**: Terry did not attend the board meeting.

**HOA Admin:** Discussion regarding clubhouse rentals. Patty reported the cost for a one-time cleaning from Tamrack is $195. A 4-hour rental is $50. Jill suggested we allow one rental per week and allow the renter to come early if they want to do any additional cleaning. The HOA cannot afford to cover the cost of additional cleaning and having one rental per week will allow the regular scheduled service to handle the cleaning.

Roy motioned we allow one clubhouse rental per week and allow the renter to arrive one hour early if they wish to clean before their event. John seconded. All in favor.

Patty reported Randy & Jan Haberer will be hosting their Alzheimer walk team in the pool area Saturday morning Oct. 3.

The Dog Pool Party is scheduled for Saturday October 10 at 2pm.

Following the Dog Pool Party the gates will be padlocked. The following week the pool furniture will be stacked. Robert’s Pool Service will be out on the 15th to evaluate the pool for replastering.

Camera update: a few issues with the cameras lately. The 360 camera needed some adjustments. All are working at this time.

We have 2 new porters assigned to The Homestead by Tamrack. They are a couple and live close by. They are very attentive to keeping trash picked up and restroom clean.

**Old Business:** Shonna reported the walls have been repaired and look great.

**New Business:**

1. Budget 2021. Discussion regarding the Budget. John pointed out a discrepancy in the pool maintenance line. Shonna researched the number and discovered the Pool Ambassadors from the summer were included in the budgeted number for 2021. Shonna will have this corrected.

Roy motioned the Budget for 2021 be approved with the adjustment of the Pool Maintenance line item. The excess budgeted for the pool maintenance will be added to capital reserve. John 2nd. All in favor.

1. Lighting at Primrose Park was discussed with the landscape update.
2. Pet Stations: John did research on purchasing the pet stations and having a group of residents install them. Once he verified the cost, he decided it would be better to have them installed. He has offered to organize a group to remove the bike rack.

John motioned to approve Tamrack to install 5 pet stations. The station outside the pool/clubhouse should not be close to the fence. John will organize a group of homeowners to remove the bike rack. Roy 2nd. All in favor.

1. Shred Project: Roy motioned not to move forward with a shred event due to the cost. Jill 2nd. All in favor.
2. Architectural Bulletin 4.5 - 10 Window Grids was approved by the ACC. Roy motioned the Bulletin be approved. John 2nd. All in favor. Jill will sign the bulletin and it will be filed with Denton County. Once filed, Patty will add it to the website.
3. Flag Discussion: A homeowner contacted Patty regarding the guidelines for flags in The Homestead particularly political flags. Roy explained the yard signs are protected by federal law and an HOA can only restrict the size and number of signs. There is no law regarding flags. At this time, the Board will not enforce the removal of political, school, or college flags from homes.

**Management Report:** Shonna will begin working on 2021 Annual Meeting held in March.

Next Board meeting is scheduled for November 16, 2020 at 7 pm via zoom. This will be held if needed.

The next meeting will be January 18, 2021 to discuss the annual meeting.

Patty informed the Board she will be out of town Sunday Oct. 4 – Saturday Oct. 10. Ty Albright will have the HOA phone and laptop.

Roy motioned the meeting adjourn at 9:22 pm. Jill 2nd. All in favor.