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

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

**Via Zoom**

**October 18, 2021**

**7:00 pm**

**Board Meeting Minutes**

**Board Members Present:** Roy Atwood, Terry Humphrey, Shawn Faghihifar, Jill Sparks, Kelsey Purswani

**Others in Attendance:** Patty Cash-HOA Admin, Melissa Chestnut-First Service Residential,

**Homeowners:** Rhonda Ferlita, Eddie Cash, Ryan & Hailey Flores, Ty Albright

**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 Jill Sparks. It was acknowledged that quorum was achieved.

Roy moved that the August Board meeting minutes be approved. Terry seconded. All in favor.

Roy motioned to approve the use of the clubhouse for the Manly Men event on December 11 with cleaning on Monday December 13. Kelsey seconded. All in favor.

Roy motioned to approve the use of the clubhouse for the Polar Bear Plunge on January 1, 2022. Kelsey seconded. All in favor.

Roy motioned to repair the damaged pool deck at the main pool and replace the mastic at the repairs for a total of $7425.00. Terry seconded. All in favor.

Roy motioned to accept the bid from Certified Christmas Lights for $2966 per year for three years. Jill seconded. All in favor.

The meeting was adjourned by Patty at 8:33 pm.

**The following actions were approved/opposed by the Board of Directors via email:**

The Board agreed to have Child’s Play repair the footing for the swings at Primrose Park along with the other repairs. This increased their original bid from $2523.31 to $4234.87.

**Details of Meeting:**

Jill welcomed our new property manager, Melissa Chestnut to The Homestead. Melissa shared that she has been in the business for 8 years and is new to First Service Residential. She currently is responsible for 5 properties.

Roy moved that the August Board meeting minutes be approved. Terry seconded. All in favor.

**Homeowner Forum:**

Ty Albright requested use of the clubhouse for HOA event of the Manly Men on Dec. 11 with cleaning on Monday Dec. 13. He also requested use of the clubhouse for January 1, 2022 for the Polar Bear Plunge. Ty reported the Dog Pool Party was a success. There were 45 homeowners in attendance and many dogs (hard to count since they were always moving).

Roy motioned to approve the use of the clubhouse for the Manly Men event on December 11 with cleaning on Monday December 13. Kelsey seconded. All in favor.

Roy motioned to approve the use of the clubhouse for the Polar Bear Plunge on January 1, 2022. Kelsey seconded. All in favor.

Rhonda Ferlita asked who to contact to arrange for a food truck to visit The Homestead. Ragin Casian located at Hebron and Old Denton also has a food truck available. Rhonda will send Patty contact information so Patty can arrange for a visit. The restaurant has Cajun and Asian items on their menu.

**Committee Reports:**

**ACC:** Shawn reported there have been fewer ACC requests. There have been 14 requests since August and all have been handled. There is one new outstanding request for windows. The ACC replies within 2 weeks on requests.

**Landscaping:** Roy updated recent activity with landscape company. It has been quiet for now.

Terry asked about replacing plants that were lost during the winter storm. Roy said many of the bushes do not need to be replaced since the rest of the landscape has matured.

Roy will meet with Sunset late winter/early spring to evaluate options for landscape replacement. In the past, ground cover has been an option for Maud Park but it is expensive so it was put on hold. Jill asked about mulch or ground cover at Primrose Park. Roy will discuss this with Sunset in the spring with emphasis on Primrose Park and then Maud Park.

Eddie inquired about the French drains at Primrose Park that were installed. Roy stated they seem to be working but until we have longer additional rain it will be hard to evaluate.

**Social:** Jill shared information regarding volunteer opportunities and social events..

1)Meet & Greet to be scheduled for the winter.

2) The Fall Festival is scheduled for Sunday November 7 at Primrose Park from 2 pm – 4 pm. Sherry Cramer and Allyson Stewart volunteered to organize the event. They need additional volunteers to assist with games. All the vendors we have used in the past are available for this year’s festival.

4) Pictures with Santa returning this year with the date to be determined.

Jill said there will be Board positions available in the spring so start planning on possible candidates.

**Communications**: Kelsey will coordinate with Melissa for the date of the next newsletter. Shawn agreed to be interviewed for the newsletter.

**Misc. Community Topics:** Terry had nothing to report.

 **HOA Admin:** Patty reported the fire extinguishers have been replaced as per City of Carrollton FD. She met with them last month and to pass inspection we had to replace them. She will contact them about holding a fire safety class. The Fall Festival might invite them to this event and allow kids to spray with the old extinguishers.

Last week she spent a few hours cleaning and organizing the clubhouse closet and cabinets. She was able to leave out the items for the Fall Festival. She inquired about 3 bins of Halloween decorations that have not been used for years. The Board agreed these should be placed out for homeowners to take. Early years in The Homestead there was an adult Halloween party but this has not happened for many years.

**Old Business:**

A) Primrose Park Discussion: Jill reported the repairs at Primrose Park are almost complete. Once the turf is installed, Child’s Play will hang the swings. We are waiting for the new mats to arrive to place under the swings. Melissa and Jill will coordinate the sign off of the project once it is complete.

**New Business:**

A) 2022 Budget: Discussion regarding the 2022 Budget. Terry pointed out some discrepancies in some of the amounts. These will be corrected. Regarding insurance, Mellissa stated FSR is letting HOAs to expect a 15% increase next year. Our insurance renews in February. The budget will reflect this possible increase. Utility costs are expected to stay the same. We should see an increase in clubhouse rental income and a decline in delinquent accounts. The amount for the reserve fund is estimated to be $50,000. Once the numbers are finalized, Mellissa will send out the Budget to be signed.

B) Pool Deck Repairs: Board discussed the options for repairs to the pool deck. Melissa will confirm if repairs are needed at the kiddie pool or only at the main pool. These repairs should be paid out of operating expenses.

Roy motioned to repair the damaged pool deck at the main pool and replace the mastic at the repairs for a total of $7425.00. Terry seconded. All in favor.

C) Review of holiday light proposals. Roy motioned to accept the bid from Certified Christmas Lights for $2966 per year for three years. Jill seconded. All in favor.

**Treasurer Report:** Terry located a discrepancy regarding utilities. We have been paying late fees of $150 on energy. Since discovering this and having it corrected, we have received a refund of $369. Way to go Terry! The rest of the budget and finances are doing fine.

**Management Report:** Melissa has been reviewing the budget.

She reported a broken bench in the gazebo at Primrose Park to Tamrack. It has been repaired.

Melissa is confirming with all the vendors regarding the bids for pergola repairs. Once she receives the verified information, she will share it with the Board.

Melissa will get bids from Bartlett and Twin Oaks regarding tree trimming in the community especially around the pool.

The meeting was adjourned by Patty at 8:33 pm.