

## HOA Board of Directors Meeting (Open) Called Meeting Minutes

**DATE:** April 27, 2021 - Virtual

**TIME:** 7:00pm

**LOCATION:** Online

1. Call to Order
  - a. **Time:** 7:07pm
  - b. **Attendees:** Clinton Franklin (President), Juanita Lesmes (2<sup>nd</sup> VP), Sheila Harrison (Treasurer), Ken Daniels (Secretary), Tom Armstrong (PMG manager)
  - c. **Absent:** Susan Cluse (1<sup>st</sup> VP), Juan Hernandez (Member at Large)
2. Members Forum
  - a. Ranger House
    - i. **Diana Hersey** (855 Middle Run): Asked whether anyone is living in the Ranger house. **Juanita:** Work is being done on the house; the barterer moving in on May 1
    - ii. **Carol King** (822 Middle Run): The ranger house looks much better this week than last week. **Mack Graham** (623 Old Country Rd) seconded Carol's observation about the improved condition of the ranger house
    - iii. **Don Adair** (622 Old Country Rd): Requested to know more about the barterer. **Juanita:** He's cleaning and painting in the house but not doing the flooring. **Don:** Flooring was replaced four years ago; why the need for new flooring? **Juanita:** There's been water damage, it's smelly, and there are seven different kinds of floors
  - b. Poison Ivy
    - i. **Mack Graham** (623 Old Country Rd): Would like to kill the poison ivy; all underbrush going to creek is poison ivy
  - c. Fence
    - i. **Don Adair:** We paid for fence repair months ago, but it's still not fixed. It won't stay closed, is out of adjustment, and uses a cheap lockset. We need to get a locksmith to put in a heavier duty lock. **Tom:** Met with Buzz Fence several times after they tried to fix it, but they failed; then hired a professional locksmith. Unfortunately, it doesn't come with a longer latch. Received quote from Orion Gate & Access for under \$1,500. It includes a hydraulic closure. The opening is 6-8 inches wider than the gate by Clinton's house.
3. Approval of Minutes
  - a. March 23, 2021: Sheila motioned to **approve minutes**, seconded by Juanita, **approved without objection (3-0)**
4. Reports
  - a. Summary of 3/23/21 regular Executive meeting
    - i. Motion to **set the pool opening date to April 15**, contingent on inspection completion and replacing stray keys, **approved without objection (5-0)**
    - ii. Motion to **accept the insurance proposal from Wesco**, not to exceed \$5,819, **approved without objection (5-0)**
  - b. Summary of 4/15/21 emergency Executive Board Meeting

- i. Motion to **hire Mr. Corey Williams as The Greene's FMA** (facility maintenance associate) on May 1 for one (1) year with a 30-day out clause **passed without objection (5-0)**
    - ii. Motion that the Board **hire an attorney to obtain a background check for Mr. Corey Williams** and that The Greene reimburse responsible parties **passed without objection (5-0)**
  - c. Grounds
    - i. Facilities Maintenance Associate (**Juanita**)
      - 1. Working with Ms. King and Mack and Sheila to improve grounds, would like to request additional help
    - ii. Clubhouse Window Treatments (**Sheila**)
      - 1. There were no curtains, and the blinds were in poor condition, so researched options with Juanita and would like to spend \$360 total for curtains and window treatments.
      - 2. Ken motioned, and Sheila seconded motion to **approve expenditure of up to \$400 for clubhouse window treatments. Approved without objection (3-0)**
      - 3. **Sheila:** Would like to purchase grates for clubhouse floor vents for \$60.
      - 4. **Tom:** Maintenance items under \$500 should not need approval, but should be communicated to the Board in a timely fashion
    - iii. Parking lot lighting/Access Control (**Clinton**)
      - 1. This past week, someone dumped trash in Carriage Way parking lot. Propose to consider installing solar lighting and/or rope or chain to restrict access
  - d. Financial Update (**Sheila**)
    - i. **Operating Funds:** PPB: \$78,320.24; \$15,866.76; Total \$94,187.00
    - ii. **Reserve Funds:** PPB: \$41,188.48; Chase: \$2,611.55 marked for sidewalks; Total: \$43,800.03. Note: \$3,000 is due to be moved from Operating to Reserve for January, February, and March
    - iii. **Total HOA Funds:** \$137,987.03
    - iv. **Accounts Receivable** (32 delinquent accounts): \$8,057.22, representing a decrease of \$405 over prior month, but an increase of \$448 for 2021
    - v. **Delinquency Fee Payable:** \$820.00, representing an increase of \$20 from prior month and a total increase of \$100 for 2021
    - vi. **Return Check Fee Payable:** \$60.00
    - vii. **February Income:** Budgeted: \$11,810; Actual: \$10,900; Variance: -\$910
    - viii. **February Expenses:** Budgeted: \$15,273; Actual \$7,368; Variance: +\$7,905. Note: We did not spend all budgeted funds for Repair & Maintenance (\$6,100) or for Grounds and Landscaping (\$2,300)
    - ix. **Total Operating Income in Budget:** \$3,532
    - x. **Balance Sheets:** Assets \$149,229 (An increase of \$5,541 over February); Liabilities: \$149,229
  - e. Communications/Website (**Ken**)
    - i. Provided overview of resources on website, including bylaws, policies, and regulations at <http://www.thegreenehoa.com/bylaws.html>
- 5. Routine Business
  - a. Greene Committees
    - i. Welcome: No representation in present meeting

- ii. Greene Beautification (**Juanita**)
  - 1. Planting flowers, cleaning up, preparing for pool opening
- iii. Architectural Control Committee
  - 1. Crosspointe Fire/Recovery Update (**Don Adair**)
    - a. Summarized outcome of in-person meeting with City of Duncanville 2 ½ weeks ago.
      - i. City issued ultimatum to demolish four slabs by end of April. By first part of May, expect to see activity/debris removal; otherwise, City will come and deem it substandard and issue 30-day notice and will involve an attorney.
      - ii. If investors buy properties, they must still comply with the May 1 deadline to obtain a demo permit.
      - iii. Rebuilding needs to be coordinated due to the connectedness of the units. In the unlikely event that one owner holds back, all units could be jeopardized, requiring total condemnation by August 1.
      - iv. Four homes need to go down to the dirt as the heat ruined the foundation, and they need to be graded for drainage.
      - v. The Greene has the option to buy the lots if desired. A middle lot could be purchased by The Greene to allow for a throughway to the commons (26 x 120 lots).
      - vi. Rebuilding look will need to consistent with existing homes. Two-hour firewalls need to be placed between units. Required to comply with 2015 International building code to which Duncanville subscribes.
    - b. In addition, Eric Pyle organized a Zoom meeting on Saturday representing all but two owners to discuss plans for staying or selling. Don summarized the current intentions of these homeowners.

6. New Business

- a. Pool Furniture Options (**Sheila**)
  - i. The Board had agreed to spend up to \$2,500 for pool furniture. Juanita and Sheila researched and presented purchase proposals for 8 chairs, 2 chaise lounges, tables, and umbrellas tables, with 5-year warranties.
- b. Ranger House repairs (**Juanita**)
  - i. Mr. Ignacio Cortez is replacing flooring and fixing toilet and other leaks. Found and cleaned up roots in toilet. Addressed moisture in walk-in closet in back room by using a blower and removing tiles. Added lining to prevent moisture.
  - ii. Neighbor on other side of ranger house discharged pool water, flooding shed area. Called City.
- c. Storage Shed Doors
  - i. **Juanita** received one estimate and will obtain one more
  - ii. **Tom** received a gate estimate from Orion; Don will ask another contractor for another estimate

7. Announce date and time for May 2021 Greene Board Meeting: **May 25 at 7pm**

8. Adjournment: **8:43pm**