

## Preserve at Mayfield Ranch

*There are several items not recorded here. These are highlights of events for each month. The Garden, Gate/Safety, and by-laws committees meet monthly to discuss ways to improve communications, landscape, welcoming new residence in our community, and improve relationships. We started monthly HOA meetings and invited residence to attend with questions and concerns. As a board we established goals and here are some of the highlights accomplished or in the works to complete. We have a vision to continually improve our community and are open to any recommendations.*

### **May 2017**

Developed web-site to communicate on [PreserveAtMayfieldRanch.com](http://PreserveAtMayfieldRanch.com).

HOA Web-site features:

1. HOA Updates
2. HOA Board Members
3. Preserve Committees
  - a. Garden
  - b. Gates/Safety
  - c. Social
  - d. Welcome
  - e. Landscape/Irrigation
  - f. Calendar
  - g. Flag
  - h. By-Laws
4. HOA Documents

Developed Bed and Border guidelines

Made changes in scheduling pool cleaning to meet needs of community.

Developed signs to be used by Real Estate companies to post lease and sales of property in community. Signs use are charged a (\$) dollar a day fee to use.

Organized meeting place at SouthStar Bank to hold monthly HOA community and Board Member meetings.

Developed a "TEAM" monthly newsletter to send to residents to give updates on community events.

Terminated contract with Greater Texas Landscape company because of high cost and poor quality of work.

Removed gate slates due to damage caused by wind. This also made the gates lighter to take stress off motors that run the gates.

## **June 2017**

Notified HOA attorney regarding lawsuit against Blackburn. Developer left damages to curbs, streets, and left Retention Pond in poor condition. The gates did not meet City Code and failed Fire Marshall's Inspection.

Accomplishments by HOA Volunteers:

Made major repairs to entry way (Sendero Springs) sprinkler system. There were several damaged sprinkler heads and one was missing causing major water leak.

Removed sprinklers heads which were no longer required because of duplicate CVS sprinkler system.

Replaced damaged sprinkler head and removed and disposed of dead tree in recreation area.

Walking path damages made by rain and irrigation leaks. Path over run by weeds. Cleaned-up weeds and made major repairs to irrigation system.

Repositioned address numbers from Preserve Entry Island to a position off of Mayfield Ranch Blvd to better identify Preserve's location to drivers.

Maintained main and rear gate by a) removing half of gate boards to reduce weight and reduce wind damage to gate mechanisms and greased hinges to improve closing and opening abilities.

It should be noted that the above maintenance and repair tasks were performed by Preserve HOA volunteers, which would have normally been done by the lawn company, or Associa service personnel, thus saving the Preserve HOA \$1,000+ in maintenance cost.

## **July 2017**

Installed 2 tables and 2 grills in park behind swimming pool for resident's use

Board voted to hire towing company for parking violations. Many residents were parking in Tow Away Fire Lane zones.

Several Reserve Study firms were interviewed.

Tarun worked with Associa to validate financials and cost of goods and services.

1. I met with the financial controller today and found that there are few anomalies in terms of how expenses are aligned with various accounts. She is going to fix it and get back to me (basically realign GL to correct expense heads).
2. Also. she will give me access to their system where i should be able to review the actual invoices, that should help us look at details and find individual heads. Like why our pool supplies are so high, so we can see details.
3. I believe we can meet and discuss some of the things next week when i have access to the system and realign accounts.

Helen and Rex attended - Board Seminar presented by Associa: "Foreclosure from Inception of Assessment Obligation through Foreclosure"; and, "2017 Legislative Update – Things We Need to Know".

Developed a vehicle decal to place on the back glass of the resident's vehicle (s) to easily recognize it as "belonging in The Preserve".

Audit of the entry key FOBs to know which ones were not legal & eliminate. We actually helped IT clean-up space in their system.

Community Picnic and Fun Run races. To meet neighbors.

Discussion to purchase cameras for viewing gates started.

Gates repaired and in working condition from accident. Took a long time to get insurance adjuster to complete and get HOA money.

Renewed with current insurance provider for HOA. Board review several insurance companies to get better pricing but our current provider was the least expensive.

### **August 2017**

Fire Marshall inspected gates. Fire Marshall identified code violations and made recommendations to meet city code.

Started "Yard of the Month"!

Started monthly review of fines and delinquent accounts.

HOA attorney started sending letters to residence for payment.

Next step is to start procedure for filing lien against property

Board Members meeting with City Engineers to discuss Retention Pond violations and see if we received a final inspection and transfer study by City of Round Rock and Blackburn.

EcoSystems interviewed for landscaping and offer accepted to maintain Preserve's landscape.

EcoSystems interviewed to clean and repair retention pond to meet TCEQ guidelines to maintain and pass code.

### **September 2017**

Letter sent to residents regarding parking guidelines & registering vehicles to receive decals.

Review contract on energy and changing service provider to get better rates on electric power

1. We recommend switching to Startex at the 30-month energy rate of \$.0406 per kWh, a 61% reduction from the expiring energy rate of \$.104 cents per kWh and an estimated

annual savings of \$2800. You could go longer and switch to ENGIE for 60 months at and energy rate of \$.0428 and still save \$2700 per year.

Vehicle (s) registration started for decals.

Completed repairs on stones walls around gates after damage. Repair of pedestrian gate completed. Maurice and Dick did the repairs saving the HOA \$1500.

Loop system installed to keep gates open if car approaches.

Helen contacted Blake Magee original owner of Mayfield Ranch properties and requested the land in front of the entry & back gate and along the fence line be mowed quarterly.

Meeting with Alex Valdes regarding lawsuit against Blackburn on damages made at The Preserve at Mayfield Ranch that was left for us when builder departed.

### **October 2017**

Budget due by Oct 31st completed and submitted to Associa.

Curbs Painted by Double M Striping - \$3,400.

Completed enrollment of residents. Only a few non-homeowners did not register.

Reserve study estimate information submitted to Building Reserves, Inc. (company hired by HOA),

### **November 2017**

Building Reserves, Inc, did an thorough review of the community landscapes, streets, pool, budget, and financials. Study is to determine our current needs and to forecast the cost to maintain a budget for future needs. The audit took several hours to complete. Several of the board members participated with vendor to complete the study.

Board Members met with Hill County Bible Church to discuss building of church across from CVS pharmacy. This will be an awesome neighbor for The Preserve.

### **December 2017**

Christmas lights placed by residents around swimming pool and on gates for holiday season.

Gates started closing 24/7

Reserve study received.

### **January 2018**

Viking Fence Company completed repair of yet another damage to entry gates.

Started process of foreclosure on 6 residents that are over 180 days past due.

Due to conflict with Alex we hired Mark Hawkins to take over lawsuit against Blackburn.

Ordering street signs to give directions to resident's unit/address. Should be installed before the end of March. HOA Volunteers will do the installation on top of the STOP signs saving more money!

**February 2018**

Received payment on a 3 past due delinquent accounts.