

**MINUTES OF THE BOARD OF DIRECTORS MEETING OF CLAYTONS PARK
COMMUNITY ASSOCIATION, INC., WHICH WAS HELD ON WEDNESDAY, MAY 5, 2022,
VIA VIRTUAL – VIA ZOOM**

ATTENDANCE

Directors Present – Jose Soto, Booker Terrell, Jurgita Jordan, Presley Sims

Directors Absent – None

Also, Present – CJ with Crest Management Company

EXECUTIVE SESSION

CALL TO ORDER

With notice properly served and quorum duly established, Mr. Soto called the meeting to order at 6:48 pm. Mr. Soto made a Motion to approve the Agenda, the Motion was seconded and carried.

HOMEOWNER APPEAL

No reviews required.

ATTORNEY STATUS REPORT

Board reviewed the 20220331 Attorney Status Report.

ACCOUNTS RECEIVABLE COLLECTIONS AND ENFORCEMENT ACTIONS REPORTS

Board reviewed the 20220331 Accounts Receivable Report and Enforcement Actions Report.

DEED INSPECTION VIOLATIONS REPORT

Board reviewed the 20220426 Deed Violation Inspection Report.

DEED ENFORCEMENT ACTIONS REPORT

Board reviewed 20220426 Deed Enforcement Actions Report.

ADJOURNMENT

No further business to discuss, adjourned to Open at 7:35 pm.

OPEN SESSION

CALL TO ORDER

Mr. Soto brought the open meeting to order at 7:36 pm.

INTRODUCTIONS OF BOARD AND MANAGEMENT, PLEDGE, AND INVOCATION

APPOINTMENT OF ARC COMMITTEE MEMBERS

A Motion was made and seconded to appoint, Michelle Turner, Kimberly Carrillo, and Larry White to the Architectural Control Committee; Motion carried.

APPROVAL OF MINUTES

The Board was presented with the 20220405 Board Meeting Minutes for their review. A Motion was made and seconded, to accept the 20220405 Minutes as written; Motion carried.

RATIFICATIONS OF ACTIONS MADE BETWEEN MEETINGS

- a. No action needed.

NEW BUSINESS

- a. Update on Atascocita Forest Pool and Community Splashpad – Pool Bands received. Splashpad has a drainage issue. Proposal will be sent from IMS to make repair.
- b. Monument cleaning, painting community name in monument & new foliage; proposals will be placed on the BDA for Board review.
- c. Kids at Play Signs – purchase 11 signs to be placed as mapped out by Board.
- d. Vacant Board Seat – Board will be interviewing potential candidates to fill vacated seat.
- e. Camera bid solicitation - start solicitation for cost to monitor all entries with cameras.
- f. Community Garage Sale – first annual garage sale will be May 14th and 15th, purchased printed banners, Presley will pick up and Board will install, put another reminder on Facebook.
- g. Additional New Business – Brick fence potential, will solicit for brick/stone fence cost, may prove to be cost prohibitive. Hurricane season is coming, be prepared; detention pond is a big determiner for water collection, everyone should stay on the MUD to continue maintenance. Crime is up, report anything you may see to authorities, remove items from vehicles, lock up and park in the garage.

HOMEOWNER APPEALS

- a. No action needed.

COLLECTION ENFORCEMENT ACTIONS

No action needed.

DEED ENFORCEMENT ACTIONS REPORT

After review of the Deed Restrictions Report and Enforcement Report, a Motion was made and seconded to escalate three (3) accounts, 119E0103015, 1190204001 and 1190603017 to the attorney for deed enforcement; Motion carried.

FINANCIAL REPORT

The Board was presented with the 20220331 financials for their review. As of March 31, 2022, there was \$507,414.697 in total cash, the non-cap and cap reserve funds total was \$406,509.08. Accounts receivable total was \$129,046.09, and prepaid expenses totaled \$4,326.56. Total Assets \$1,047,296.42.

HOMEOWNER FORUM

Two homeowners attended the meeting. One comment on a home that installed a red roof which is not an approved color in the community, it looks out of place. Possible to get a sidewalk on Will Clayton? Owners should make such requests to the County Commissioner. Any resolution to the destruction of grass from the internet company? Owners need to contact the internet company directly; they will handle your claim.

NEXT BOARD MEETING

Next Board Meeting: Board Meeting August 3, 2022.

ADJOURNMENT

With no further business to conduct the Board adjourned at 8:32 pm.

Jose E. Soto

Jose E. Soto (Mar 28, 2023 21:20 CDT)

Authorized Officer

Mar 28, 2023

Date

CLAYTONS PARK COMMUNITY ASSOC.
BALANCE SHEET
March 31, 2022

ASSETS:

CASH

CIT - OPERATING .05%	\$	48,154.75	
CIT - MMKT .15%		2,121.51	
CIT - ICS .15%		457,138.43	
TOTAL CASH	\$		507,414.69

NON-CAP RESERVE

CIT - NON-CAPITAL RESERVE .10%		145,560.23	
CIT CD 4/22 .20% 4792		125,000.00	
TOTAL NON-CAPITAL RESERVE			270,560.23

CAPITAL RESERVES

CIT - CAPITAL RESERVE		10,948.85	
CIT CD 4/22 .20% 4784		125,000.00	
TOTAL CAPITAL RESERVES			135,948.85

ACCOUNTS RECEIVABLE

2017 MAINTENANCE FEES		329.65	
2018 MAINTENANCE FEES		1,493.03	
2019 MAINTENANCE FEES		2,000.00	
2020 MAINTENANCE FEES		4,399.47	
2021 MAINTENANCE FEES		12,908.53	
2022 MAINTENANCE FEES		46,629.12	
2023 MAINTENANCE FEES		(3,165.50)	
FINANCE CHARGES		7,275.38	
COLLECTION COSTS		11,386.15	
LEGAL FEES		45,790.26	
TOTAL ACCOUNTS RECEIVABLE			129,046.09

CLAYTONS PARK COMMUNITY ASSOC.
BALANCE SHEET
March 31, 2022

PREPAID EXPENSES

PREPAID INSURANCE	\$	4,326.56	
TOTAL PREPAID EXPENSES	\$	4,326.56	
TOTAL ASSETS	\$	1,047,296.42	

LIABILITIES:

ACCOUNTS PAYABLE - TRADE	\$	9,103.63	
DEFERRED MAINTENANCE FEES		192,900.01	
TOTAL LIABILITIES	\$	202,003.64	

EQUITY:

NON-CAPITAL RESERVES			

NON-CAPITAL RESERVE		267,000.00	
NON-CAP RESERVE INTEREST		3,560.23	
TOTAL NON CAPITAL RESERVES		270,560.23	
CAPITAL RESERVES			

CAPITAL RESERVE FUND		134,000.00	
CAPITAL RESERVE INTEREST		1,948.85	
TOTAL CAPITAL RESERVES		135,948.85	
MEMBERS EQUITY		408,319.89	
CURRENT YEAR SURPLUS (DEFICIT)		30,463.81	
TOTAL EQUITY		438,783.70	
TOTAL LIABILITIES AND EQUITY	\$	1,047,296.42	

CLAYTONS PARK COMMUNITY ASSOC.
INCOME STATEMENT - BUDGET COMPARISON
For 3 Months Ended March 31, 2022

	MAR ACTUAL -----	MAR BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
INCOME:								

MAINTENANCE FEES	21,433	19,290	(2,143)	64,300	57,870	(6,430)	231,480	167,180
PRO-RATED CLOSINGS				300		(300)		(300)
CAP FEES	300		(300)	1,200		(1,200)	2,100	900
INTEREST ON UNPAID ASSESSMENTS	447		(447)	1,924		(1,924)		(1,924)
INTEREST INCOME	60	58	(2)	161	175	14	700	539
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TOTAL INCOME	22,240	19,348	(2,892)	67,885	58,045	(9,840)	234,280	166,395

EXPENSES:								

ADMINISTRATIVE								

ADMINISTRATIVE CONTRACT	1,900	1,900		5,700	5,700		22,800	17,100
OFFICE SUPPLIES	18	17	(1)	65	50	(15)	200	135
COPIES	222	167	(55)	274	500	226	2,000	1,726
POSTAGE	1,032	267	(765)	1,554	800	(754)	3,200	1,646
COMMUNITY MAILOUTS		83	83	289	250	(39)	1,000	711
ADMINISTRATIVE NOTICES							2,640	2,640
DEED RESTRICTION EXPENSES	45	167	122	240	500	260	2,000	1,760
RECORD STORAGE	60	60		180	180		720	540
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TOTAL ADMINISTRATIVE	3,277	2,661	(616)	8,302	7,980	(322)	34,560	26,258

PROFESSIONAL SERVICES								

LEGAL - CORPORATE		125	125	120	375	255	1,500	1,380
LEGAL - COLLECTIONS	1,486	2,500	1,014	6,370	7,500	1,130	30,000	23,630
LEGAL COLLECT-BILLED TO OWNER	(1,486)		1,486	(6,370)		6,370		6,370
LEGAL - DEED RESTRICTONS		83	83		250	250	1,000	1,000
TAX PREPARATION & AUDIT					3,250	3,250	3,250	3,250
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TOTAL PROFESSIONAL SERVICES		2,708	2,708	120	11,375	11,255	35,750	35,630

CLAYTONS PARK COMMUNITY ASSOC.
INCOME STATEMENT - BUDGET COMPARISON
For 3 Months Ended March 31, 2022

	MAR ACTUAL -----	MAR BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
MAINTENANCE & REPAIRS -----								
LANDSCAPE CONTRACT	3,436	3,500	64	10,167	10,500	333	42,000	31,833
LANDSCAPE EXTRAS		333	333	3,838	1,000	(2,838)	4,000	162
COMMON AREA REPAIRS		417	417		1,250	1,250	5,000	5,000
IRRIGATION REPAIRS		583	583	900	1,750	850	7,000	6,100
FORCE MOWS		42	42		125	125	500	500
TOTAL MAINTENANCE & REPAIRS	3,436	4,875	1,439	14,905	14,625	(280)	58,500	43,595
UTILITIES & SERVICES -----								
ELECTRIC - STREET LIGHTS	2,133	1,750	(383)	4,854	5,250	396	21,000	16,146
ELECTRIC-METERS	37	1,016	979	1,659	3,048	1,389	12,193	10,534
WATER & SEWER	316	1,300	984	908	3,899	2,991	15,598	14,690
TOTAL UTILITIES & SERVICES	2,486	4,066	1,580	7,421	12,197	4,776	48,791	41,370
OTHER EXPENSES -----								
INSURANCE	1,442	1,609	167	4,326	4,827	501	19,307	14,981
WEB SITE		200	200		600	600	2,400	2,400
PROPERTY TAXES							65	65
POOL USAGE FEES							15,500	15,500
MISCELLANEOUS	2,147	523	(1,624)	2,347	1,569	(778)	6,275	3,928
BAD DEBTS		375	375		1,125	1,125	4,500	4,500
COMMITTEES		333	333		1,000	1,000	4,000	4,000
NON CAPITAL RESERVE FUND							4,632	4,632
TOTAL OTHER EXPENSES	3,589	3,040	(549)	6,673	9,121	2,448	56,679	50,006
TOTAL EXPENSES	12,788	17,350	4,562	37,421	55,298	17,877	234,280	196,859
SURPLUS (DEFICIT)	9,452	1,998	(7,454)	30,464	2,747	(27,717)		(30,464)