

DECORDOVA RANCH PROPERTY OWNERS ASSOCIATION BOARD MEETING

DATE: OCTOBER 26, 2023

TIME: 6:00PM- 8:00PM

LOCATION: UNITED COOPERATIVE SERVICES, 320 Fall Creek Highway, Granbury, TX 76049

AGENDA:

1. Opening Remarks
2. Open Forum for Property Owners: Property Owners to notify Board at email Board@TxDecordovaRanch.Com 48 hours prior to the meeting.
3. Approval of previous Meeting Minutes
4. Committee Updates
 - a. ACC
 - b. Beautification
 - c. Governing Documents
 - d. Maintenance
 - e. Security
 - f. Social
 - g. Welcoming
5. POA Management Company Services
6. Road Project Discussion
7. POA Finances
 - a. Treasurer appointment
 - b. Monthly review
8. Open Forum for Property Owners
9. Adjourn to Executive Session
 - a. Property Owner Violations Review
10. Return from Executive Session
11. Closing Remarks
12. Adjourn

Discussion:

1. Opening Remarks- Meeting was called to order at 18:01 after quorum confirmed. All Directors presented. Scot Dube thanked the Social Committee for the planning and execution of the DeCordovaFest Event and its overall success for the Community. Scot Dube stated that the POA's Governing Documents is a continual priority for the Board, but this will not be done in a silo. POA Property Owners' participation is needed as these are developed.
2. Open Forum for Property Owners- No Property Owner requested to speak.
3. Approval of previous Meeting Minutes were reviewed and approved with no further comments.
4. Committee Updates
 - a. ACC- provided by Laura Harrison. Welcomed Christy Shoemaker as new member. Working on the completion of a new construction home permit approval, and the ACC received a second new construction approval today. ACC is planning to meet to discuss the legal write-up on the revised Minimum Construction standards. Additional

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comments and request for approval will be provided to the Board for the November Board Meeting.

- b. Beautification- Update provided by Rhonda Gasper. Committee has decorated the gate for Halloween, planning to change the current setup after Thanksgiving to Christmas.
- c. Governing Documents- Not present. Board was informed that this Committee is looking to be resolved as a management company is planned to be used. The Board advised that the intent is for this Committee to continue and work with Management Company to develop the Rules and Regulations.
- d. Maintenance- provided by Gene Whitling. Sprinklers are now good to go after repairs. Committee is working on the replacement of the basketball goal. Committee is requesting that trees around the Pavilion be evaluated and trimmed prior to the cold weather coming in. In addition, the mowing performed by ProScapes can be moved to twice a month vs weekly.

A discussion was held around whether the ProScape contract should be continued, or should the community move to another vendor. Mike White took an action to follow-up with ProScapes on what it will take to do the tree trimming and get additional quotes from additional vendors.

Scot Dube took an action to discuss with ProScapes related to the creek bed not being cut all the way through the community, sprinkler heads being broken, rain sensors, and when will the emergent and fertilizer be set as listed in the contract.

- e. Security- Presented by Matt Chips. Matt has created RFP for gate equipment. Initial responses show that Security Companies are not able to provide this service, so a “one and done” contractor for both cameras and gates is not possible. Therefore, the RFP has been sent to Gate Vendors for quotes to upgrade the gates. A discussion was held on the available options for vendors to meet. Once the RFP is returned, these will be sent to the Board for review and consideration. Michael Covert took an action to evaluate how the current gate will open during a power outage, as well as how this will work with the new gate system.

Alert360 has sent documents to the Board for signature that will add cameras to the Community Center. Once signed, a check will need to be provided on the day installation occurs, which could start as early as next week.

A discussion was held around the Alert360 account setup and viewability by the Security Committee members and the Board. Request is for the Board to have a User Maintenance account vs requiring a Service Tech to establish new user accounts, and account maintenance.

- f. Social- provided by Rhonda Gasper. Food drive and Santa events are the next big activities coming up. The Food drive is currently on schedule for 11/17 with a flyer to come out shortly. All food donations will go to Mission Granbury.

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- g. Welcoming- none present to provide an update. Board did confirm that new Property Owners are being provided as this occurs.
- 5. POA Management Company Services- Board is planning for a start date of January 1st. Board is currently reviewing the services that are available (i.e., Rules and Regulations Development, Record digitalization, electronic invoicing, etc.) to evaluate which services are best suitable for Community.
- 6. Road Project Discussion- The Board has identified the need for a project to get this up and going. Mike White and Scot Dube accepted the assignment to get a project developed and implemented. The overall goal is to establish a long-term community project plan, with short-term plans that run in parallel.

Discussion identified a need for a Road Committee to be formed to support this project. Drew Williams and Marion Miller volunteered to join this Committee.

- 7. POA Finances
 - a. The Board announced that LynDee Groves has accepted to be the POA's Treasurer. A motion was made and seconded for the Board to officially approve LynDee Groves in the POA Officer Position of Treasurer. This resulted with a unanimous vote of all Board Directors appointing LynDee Groves as the DeCordova Ranch POA Treasurer.
 - b. A monthly review of all financials was not conducted, but the Board was provided the current account balances for each account. The Board and Treasurer are still working on consolidation of the accounts and information within the QuickBooks application.
 - c. LynDee Groves provided the Board with a potential POA savings with changes to the plumbing at the Pavilion. Discussion noted that the AMUD has confirmed that changes to the current setup would allow for a 1st year savings of just over \$2,000, and every year after potentially \$3,300 per year. A motion was made and seconded, with a unanimous vote to authorize a \$2,150 budget line item for new meter and plumbing services at the Pavilion. Board took an action to get bids on licensed Plumbers to perform this work.
- 8. Open Forum for Property Owners
 - a. Question was raised regarding Property Owner violations of Community rules, what actions can be taken, and why the Board is not acting on a resolution. A discussion was held around the two-step process that the POA Legal Team has provided the Board for violations, with the option of taking Property Owners to court. The Board's overall goal is to keep the POA and Property Owners out of lawsuits if possible, and therefore works with Legal Counsel and the Property Owners for a resolution.

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9. Adjourn to Executive Session at 19:27
 - a. Property Owner Violations Review
10. Return from Executive Session at 20:42 and announced that the Board's decision was to provide all information to Legal Counsel to review all Property Owner Violations for determination of next steps.
11. Closing Remarks provided by Scot Dube.
12. Adjourned the meeting at 20:45.

Prepared By: Michael Covert, Secretary

Final Approval of the Board: 11/30/2023
Date

Printed Name: Mike White

Signature: _____

