



Open Board Meeting Minutes

February 27, 2023 at 6:00pm

United Cooperative Services-320 Fall Creek Hwy., Granbury, TX

In attendance:

Derrick Boyd- **President**

Oscar Iturrade- **Vice President**

Renee Walker- **Treasurer**

Dwayne Adkins- **Secretary**

Sarah Goodman- **Member At Large**

Dawn Kelly- **Property Management Group (PMG)**

Janna Perez- **Property Management Group (PMG)**

Attendees: Butch Condit, Laurie Hamic, Wayne & Kathy Hixon, Denny & Terry DeBoom, Dee Ann France, Sheila Blankenship, Audrey Dake, Larry Gill, Ruth & Jim Higgins, Gary Martin, Fred & Jacqueline Patrick, Thomas Valenta, Mike & Laurie Harrington, Cyndi Matula, Brenda Imman, Bo Walker, Laura Paulsen, Carrol & Tom Simanek, Bill Perru, Beth & Chris Burch, Susan Smith, Christina Peterson, Rita Barrientes, Ann Morgan, Steven Scott, Maggie Boyd, Del Loewe, Jill Loewe, Nathan Nelson, Ken Sapp, Joel Nyman, Linda Williams, Richard Locke, Dan Beauchamp, Sabrina Beauchamp, Ryan Lynn, Kelly Jeffrey, Michael Connoer, Lorain Knight, and Joan Stermer

Call to Order/Board Introductions/Notice of Quorum:

- Derrick Boyd called the meeting to order at 6:01pm.

- Derrick Boyd stated that board quorum was met to conduct the open meeting.
- The new board positions are Derrick Boyd is President, Oscar Iturrade is Vice President, Renee Walker is Treasurer, Dwayne Adkins is Secretary, and Sarah Goodman is Member At Large.
- Derrick Boyd went through the United Coop building rules about all residents being nice and kind throughout the meeting or a resident can be escorted out, if needed.

Legal Update:

- Derrick Boyd stated that at this time, the POA has sent over 8,000 documents regarding the lawsuit.
- PMG stated that the POA is cooperating with legal requests.

New Business (Renee Walker):

- ***Approval of Capital Expenditure Budget-*** Renee Walker stated that the finance committee and board have approved a capital expenditure budget to help manage the capital expenditure funds. Renee Walker went through the below budget with homeowners in attendance:

RESERVE FUND

Beginning Balance Jan 2022	\$63,270.20
Reserve Fund Contribution 2022	\$78,447.15
Reserve Fund Interest	_____
TOTAL RESERVE FUND INCOME	\$141,717.35

RESERVE FUND EXPENSES

Road Maintenance/Replacement	\$50,000.00
Gate Repairs	
Stone Retaining Wall Refurbish	
Pond Dredging	
Pavilion Area	_____

TOTAL RESERVE FUND EXPENSES \$50,000.00

RESERVE FUND NET INCOME \$91,717.35

Certificate of Deposit \$250k @ 4.25% for 1 yr.
Certificate of Deposit \$20k @ 3.00% for 7 mos.

After some homeowner and board discussion, Renee Walker motioned to approve the capital expenditure budget, Sarah Goodman seconded this motion, Derrick Boyd yes, Oscar Itturade yes, Dwayne Adkins yes, all in favor, and the motion passes.

- ***Investment Policy Approval- Discussion & Vote-*** Renee Walker went through the below investment policy with homeowners.

Reserve Investment Policy for RCR Homeowners Association

For Fiscal Year 2023

Investment of Reserves

The Board of Directors of the Association shall invest funds to generate revenue that will accrue to the Reserve Fund accounts balance pursuant to the following goals, criteria, and policies, listed in order of importance:

- a) Safety of Principal. Promote and ensure the preservation of the Reserve Fund's principal.
- b) Liquidity and Accessibility. Structure maturities to ensure availability of assets for projected or unexpected expenditures.
- c) Minimal Costs. Investment costs (redemption fees, commissions, and other transactional costs) should be minimized.
- d) Diversity. Mitigate the effects of interest rate volatility upon Reserve assets
- e) Return. Funds should be invested to seek the reasonable level of return.

Limitation on Investments

Unless otherwise approved by the Board, all investments will be: FDIC (Federal Deposit Insurance Corporation) insured.

Investment Strategy

The investment strategy of the Association should emphasize a long-term outlook by diversifying the maturity dates of fixed-income instruments within the portfolio utilizing a laddered investment approach. This will be done after recommendations of the Finance Committee and referencing the Reserve Study to ensure anticipated liquidity needs of the association are met.

Independent Professional Investment Assistance

The Board of Directors of the Association may hire a qualified investment counselor to assist in formulating a specific investment strategy. We believe the threshold for hiring a qualified investment counselor becomes significant when our Reserve Fund balance exceeds \$500,000.

Review and Control

The Finance Committee and RCR Board shall review the Reserve Fund investments periodically to ensure that the funds are receiving competitive yields and shall make prudent adjustments as needed.

After much homeowner and board member discussion, Derrick Boyd made a motion to accept the investment policy as presented, Sarah Goodman seconded this motion, Dwayne Adkins yes, Renee Walker yes, Oscar Itturade yes, all in favor, and the motion passes.

Board Updates:

- ***Volunteers for Community Cleanup/Maintenance Projects-*** Oscar Itturade thanked everyone in the community who volunteered for last year's mowing project that save the POA about \$20,000 in extra fees. These volunteers helped by mowing many of the lot owners ditch areas for the POA. Oscar Itturade stated that the board and POA are again in need of volunteers to help with painting the chipped pipe railing on both of the gates and picking up trash in the neighborhood. Oscar Itturade provided sign up books and encouraged homeowners to volunteer again for the two mentioned projects to help save more POA money.

- **Website-** Dwayne Adkins stated he is doing a comparison on whether or not it would be best to improve or replace the current POA website with a different website company. Dwayne Adkins stated that some of the items to consider for the website would be a more user friendly compatible system for all, the board and homeowners can communicate together, the transferring of data from the old to a new website would be an easy transition, ACC requests could be submitted through the website, homeowners could view their accounts for dues and violations, etc. Dwayne Adkins stated that PMG referred a website company called Creekbluff Digital Media Services and their basic package per year is \$400 whereas the current website is \$114 per month. The website could be built how the board wants it to be and is capable of texting, mass emails, survey votes, etc. Dwayne Adkins is also looking into other website companies and will get back to the board with more details soon.

- **Restroom Cleaning-** Derrick Boyd stated that as of January 2023, the pavilion restroom is being cleaned on a quarterly basis for the neighborhood.

- **2022 Financials Review-** Renee Walker went through the below 2022 financial details with homeowners:

 1. Ended the 2022 year in good financial shape. Postage was up, legal was up but does not foresee an increase this 2023 year, insurance will go up significantly in 2024, gate repairs was up, landscaping/irrigation was up, road repairs with sealant was up.
 2. Ended the 2022 year with \$78,529 in the black and the overage went into the reserve account.
 3. Thanked the finance committee for all of their hard work in regards to reviewing monthly finances, reviewing/approving the capital expenditure budget, investing in the CD's, etc.
 4. POA money is in FDIC insured Alliance Bank with different branch banks/accounts/CD's.
 5. Stated one CD has \$250K @4.25% APR for one year and one CD has \$20K @3.00% APR for 7 months.
 6. As of January 31st, 6% of homeowners have not paid yearly dues. Encouraged all homeowners to pay dues so the POA can pay budgeted expenses for the community.

7. Explained the process for monthly financial review. PMG submits the past monthly financials to the board by the 20th of each month, Renee Walker submits to the finance committee, the finance committee reviews and approves, then Renee Walker asks the board for review and approval, finally the monthly financials can be added to the POA website for homeowners to view. Mrs. Walker asked residents for patience and time as the above procedure is followed to make sure the POA monthly financials are correct in representation for the community.
 8. Renee Walker feels confident that the POA is going to make 2023 budget goals this year.
- **Roads-** Sarah Goodman stated that there is an asphalt problem and that road needed seal coat and the repairing of the cracks will need to be completed in 2024. The roads in Rolling Creek are Grade D, which means the roads are functional, but not the best. There is an engineer report filed with the county and three phases of road types are in the community. The board is requesting that homeowners provide a barrier cleanout of 18 inches between the grass and the asphalt so that the POA can complete the needed road repairs in 2024. The POA wants to protect the roads from grass and weeds and reminded homeowners to not sod all the way to the roads. Sarah Goodman encouraged homeowners to talk to each other and work toward ridding the roads of the grass and weeds before the 2024 roadwork repairs begin.
 - **Surveys for Community Improvements-** Sarah Goodman stated that there are many ARP/state/disability grants that the POA can apply for to gain extra monetary means for the neighborhood. Sarah Goodman reminded homeowners to please take a few moments to complete the website surveys so that she can apply for these grants to try to get more money for the POA.

Resident Q&A: Homeowners asked the below questions or provided comments below:

1. Can we get more meeting notice for meetings? PMG stated that the POA follows Texas State Property Code and provides the 144 hours' notice since the POA has an active website and can notify homeowners by eblast and on the website. A few homeowners stated that the community must provide 10 days' notice as stated in the

Bylaws, but PMG stated the 2021 Legislative Changes/Texas Property Code overrides POA Bylaws.

2. Can we get an entrance marquee for displaying community news? The board is still evaluating the types of technology marquees on the market and what all will be needed to maintain the functionality of the marquee.
3. What can be done about the sandhills on Lydia and Martin? The board has asked PMG to work with the involved homeowners so they can use/rid themselves of these sandhills or the POA will continue with the violation process.
4. When will the next meeting be? The board did not provide a future meeting date, but the annual meeting will definitely be in October.
5. A few homeowners thanked all of the volunteers and the board members for all of their hard work for the community.

Adjourn:

- Meeting adjourned at 7:29pm.