

Owners Association of Bradford Park, Inc.
Agenda for
Thursday, October 28, 2021 @ 6:30pm
Board Meeting

Old Business:

Board:

- Approve 2021-06-02 Board Meeting Minutes after verification of lost recording of that meeting.

Action Items:

Troy Fielding:

- Verification of lost 2021-06-02 Board meeting including chat logs.
- How much did the verification of the 2021-09-15 Special Meeting cost and how many hours were required to properly verify the ballots?
- Documentation of the January 2021 Board meeting.
- Documentation of bids used for January 2021 Board meeting to approve Landsys, Inc. landscaping contract for the rest of 2021.
- How much does an audit cost?
- How many audits were performed and where are they since 2017?
- Provide last four (4) years of invoices to the Board.
- Add Vincent Falcon and Molly Salzwedel to non-ACC portion of Smart Webs.
- Answer about Sabrina Washburn being Bradford Park's Property Manager.
- 2021-09-29 Board Meeting recording & chat logs from Zoom meeting.

Keith Lindsey:

- Send notice by certified mail to end the Wings Landscaping, LLC/Landsys, Inc. landscaping contract.
- Zoom Meeting with ACC Committee to orient them with Smart Webs and our Declarative.
- Check requirement for audit in both By Laws and Texas Property code.

Molly Salzwedel:

- Get bids for landscaping contract.

New Business:

- Election of Officers.
- Approval of 2021-09-29 Board Meeting Minutes.
- State of Texas HOA requirement paperwork.
- Board Policy to allow homeowners to speak before Board votes.
- Solar powered lights with cameras for mailboxes.
- Board/ACC policy on infraction letters, procedures and possible solution(s).
- Newsletter (Neighborhood News)
- Board Policy on collections and collection letters for the rest of 2021.
- Reimbursement to Jamie Lodes for stolen signs used for HOA Board meeting that never took place in April 2021.
- Reimbursement to Keith Lindsey for signs stolen for 2021-09-29 Board Meeting.
- Reimbursement to Keith Lindsey for certified letter sent to Wings Landscaping, LLC/Landsys, Inc.

- Social function for the neighborhood proposed date: Saturday Dec 4, 2021 from 3:00pm to 5:00pm
- Reduce annual assessments by \$10 to \$170 per year for 2022.
- Miscellaneous business/homeowner concerns.
- Set tentative date for next Board Meeting.

Executive Session

- Go over current balance sheet, how much money is in each bank account and current Accounts Receivable and Accounts Payable.
- Provide history of all delinquent accounts to the Directors in either Excel or csv format.
- Provide status of four highest owing accounts to the Board. (update from 2021-06-02 Board meeting).

Owners Association of Bradford Park, Inc.
Minutes of the Board Meeting for
Thursday October 28, 2021

Meeting called to order by Director Keith Lindsey at 6:33pm

Keith Lindsey pulled up the agenda and announced that it was available at bphoa.info.

Keith Lindsey then said that the first thing on the agenda was old business and the first old business item was to approve the June 2, 2021 Board meeting minutes after verification of a lost recording by Troy Fielding. Keith Lindsey then asked Troy Fielding if he was able to find the Zoom recording of the June 2, 2021 Board Meeting. Troy Fielding answered that he was not. Keith Lindsey then stated that he had the changes to the June 2, 2021 Board Meeting Minutes as requested at the September 29, 2021 Board Meeting. Keith Lindsey then made a motion to approve the June 2, 2021 Board Meeting Minutes. Director Molly Salzwedel seconded. Keith Lindsey then polled the Board. It was unanimous. The motion passed. The June 2, 2021 Board Meeting Minutes were approved with changes.

Next on the agenda was Action Items. Keith Lindsey then asked Troy Fielding to go through his action items on the agenda from the September 29, 2021 Board Meeting. Troy Fielding went through his action items list:

Verification of lost 2021-06-02 Board meeting including chat logs was confirmed to be lost. How much did the verification of the 2021-09-15 Special Meeting cost and how many hours were required to properly verify the ballots? Troy Fielding stated that there was pre-voting and post-voting. Pre-voting consisted of a title search and creating two separate lists of qualified voters for both candidates from WCAD.org and mailing out the ballots which took 7 ½ hours. The Special Meeting was 1 hour plus miles. The post-voting that consisted of review all names on the list, research the names and there was some ones in question and tallying the votes. Four votes for each candidate were not counted because the required threshold had been attained to remove the previous Directors for cause and continuing to count would have cost the HOA more money. Post-voting took 8 ¾ hours. Director Molly Salzwedel stated that there was no dollar figure for the 1 hour plus miles. Troy Fielding stated that Connect Community Management's hourly rate is \$95 per hour. Director Molly Salzwedel asked if that was plus miles. Troy Fielding stated he didn't have the exact mileage but could get it from Google from the office to Bradford Park and back again. Director Vincent Falcon asked exactly how much it cost for the Special Meeting. Troy Fielding stated he could give a ball-park figure. Director Vincent Falcon asked if \$1,600 was about the cost of the Special Meeting. Troy Fielding stated that it cost approximately \$1,638.75 for the Special Meeting plus miles. Director Vincent Falcon asked if it was normal for an election to cost this much. Troy Fielding stated that this was different than a regular election because this was not in the scope of the CCM contract and therefore cost extra. Director Vincent Falcon then reiterated that it cost about 15 hours to create a list, mail out and to account for all the votes. Troy Fielding stated that he knows that sounds trivializing but CCM had to create two separate lists, one for each candidate of eligible voters and check to make sure each voter was indeed eligible to vote. Troy Fielding stated that at an Annual Meeting when everyone votes, there is no need to research who is and who is not eligible to vote because everyone who owns a home in Bradford Park is eligible to vote. This was not so with the Special Meeting because of the specific rules set forth in our Declaration of Protective Covenants. Director Vincent Falcon stated that CCM created a personalized mailing for each qualified voter. Troy Fielding stated that was correct. Director Vincent Falcon asked if CCM created a ballot for every owner and that he was a bit confused because many of

the homes within Bradford Park have multiple owners for a single property and if it entailed sending out a letter to each owner of the property. Troy Fielding stated that if they have the same last name they were considered one owner. If they have different last names then each owner with a separate last name should have received a ballot in the mail. Troy Fielding also stated that even with multiple owners of a single property, they only get one vote for that one property. Director Molly Salzwedel stated that her parents also own her home and have a different last name than she does and that they did not receive a ballot. Troy Fielding stated he would have to look in CCM's database to see what happened in Molly Salzwedel's case. Molly Salzwedel stated that her parents are listed on the Williamson County Tax Appraisal District's web site as co-owners of her home. Vincent Falcon then asked what resources did CCM use to gather and verify eligible voters. Troy Fielding stated that he went to WCAD.org and he looked up the date that the property transferred. That entailed scrolling all the way down to the very bottom of each homeowner's record on WCAD.org where he could see the Deed of Trust. Troy Fielding then stated that he cross referenced that information to the names that CCM had in their database. Director Molly Salzwedel stated that it was inconsistent and therefore suspect. Director Vincent Falcon stated that he didn't know what the cost of a Special Meeting should be but that the cost for this one seems a bit excessive for 300 homes. Director Keith Lindsey corrected Director Vincent Falcon and stated that there are 278 homes in Bradford Park. Director Vincent Falcon then asked that if it was correct that it took about 8 hours to create and 8 hours to count. Troy Fielding then stated that 7 ½ hours to mail merge mail-out and send to South Data 8 ¾ for all the review, research and tally the votes. Director Vincent Falcon asked how many communities CCM represents. Troy Fielding stated that CCM represents 23 communities. Director Vincent Falcon then asked how many of those does Troy Fielding serve as a Board member. Troy Fielding responded one. Troy Fielding stated that this Special Meeting was very unusual because of the way the rules were worded in Bradford Park's Declarative only allowed those who voted each Director onto the Board could vote to remove from the Board. Director Molly Salzwedel asked how many letters went out. Troy Fielding then said he would have to take a look. Director Molly Salzwedel clarified that it would be individual letters. Troy Fielding then asked to move on and he would provide that answer later. Director Vincent Falcon asked if Troy Fielding himself mailed out the ballots or if he had staff do it. Troy Fielding stated that this went through South Data. Troy Fielding again asked to move on and he would circle back to it later. Director Keith Lindsey stated yes.

The next item was the documentation of the January 2021 Board Meeting. Troy Fielding stated that Troy Fielding misspoke and it was not a "Board Meeting" but a "Board Action" taken outside of a Board Meeting and that Texas Property Code 209 allows for this and supercedes the HOA documents. Troy Fielding stated that himself, Keith Schmidt and Troy Evanovich were concerned about the threat of dissolution of the HOA posed by then candidate Keith Lindsey. Troy Evanovich, Keith Schmidt and Troy Fielding were concerned about keeping curb appeal high therefore preserving property values by maintaining the landscaping contract then held by Troy Evanovich. Troy Fielding, Keith Schmidt and Troy Evanovich thought it was imperative that the landscaping of the HOA common areas would be maintained at all times. Troy Fielding stated that the then Board had real concerns of Keith Lindsey's campaign to dissolve the HOA which Troy Fielding stated preserves Bradford Park's property values. Troy Fielding then stated that himself and Keith Schmidt extended the landscaping contract to Troy Evanovich at the then current price for one year. Troy Fielding then stated that two verbal quotes were from Brightview, a publicly traded company and their price was over \$17,000 per year. Troy Fielding stated that he didn't recall the name of the other company that provided a verbal bid. Troy Fielding stated that the landscaping contract that he and Keith Schmidt extended to Troy Evanovich's Landsys, Inc. expires on January, 15, 2022. Troy Fielding stated that it is his recommendation to stay with Troy Evanovich's Landsys, Inc. until this contract expires on January 15, 2022 and then should the Board choose, switch to another landscaping company. Troy Fielding stated that another option would be to

buy-out this contract with Troy Evanovich's Landsys, Inc. which he didn't recommend. Troy Fielding stated that his office received a certified letter that was returned to sender addressed to Wings Landscaping, LLC/Landsys, Inc. unclaimed unable to forward. Troy Fielding stated CCM did not send the certified mail and Troy Fielding assumed that Director Keith Lindsey had sent it. Director Keith Lindsey said he did. Director Molly Salzwedel stated that she remembered at the 2021-09-29 Board meeting that Troy Fielding called Troy Evanovich's Landsys Inc's contract a "month-to-month" contract and now it's a year-long contract. Director Molly Salzwedel stated that she believed that Director Keith Lindsey requested all of the contracts and the bids in February prior to his election to the Board of Directors and Keith Lindsey stated at the time he received the requested information that he didn't receive bids or this contract that Troy Fielding was presenting to the Board at this time. Molly Salzwedel asked Troy Fielding to explain. Troy Fielding stated that when candidate Keith Lindsey requested those documents, the contract had not been announced at a Board meeting and had to be announced at a Board meeting to be disclosed. Director Vincent Falcon stated that it was a legally binding contract and that it shouldn't need to be discussed in a Board meeting for it to be a legally binding contract. Director Vincent Falcon asked that they entered into a legally binding contract with a vendor for one year and that it wouldn't need to be approved in a Board meeting to be put on the financial website. Troy Fielding responded that he was following Texas Property Code Section 209. Director Vincent Falcon then asked if Troy Fielding, Keith Schmidt and Troy Evanovich met in person to approve this contract as the contract presented was signed by all three, though by Troy Evanovich as owner of Landsys, Inc., or if they met through a Zoom Meeting online? Troy Fielding stated that he just spoke with Keith Schmidt over the phone. Director Vincent Falcon then asked if Troy Evanovich, Troy Fielding and Keith Schmidt met on the same day or did they meet later to sign the contract? Troy Fielding stated that they met and they signed it on the 15th. Director Molly Salzwedel asked the 15th of what? Troy Fielding stated, "January". Director Vincent Falcon then stated, "So you guys actually had a physical meeting. Where was this physical meeting?" Troy Fielding responded, "No, I said it was over the phone." Director Vincent Falcon asked, "But you signed the documents over the phone?" Troy Fielding responded, "No, I mean, it's easy to sign documents and pdf them over to other people." Director Molly Salzwedel asked, "And Keith Lindsey also asked for contracts and bids after he became a Director, which would have been in February and these were not included. Can you explain that?" Troy Fielding stated, "I don't know anything after that point. Our next Board meeting was sometime in...after the...let's see, we had the Annual Meeting in February and then our next Board meeting I think was in June? And they were they were shown sometime I believe and talked about in that next Board meeting." Director Molly Salzwedel stated, "Alright we're having a really hard time believing this I'm so sorry to break it to you." At this point several people talked at the same time. Jamie Lodes stated that there were too many discrepancies that this makes this contract not a valid contract. Jamie Lodes inquired that weren't the bids supposed to be in writing? Director Vincent Falcon asked, "Right, were other bids presented?" Director Molly Salzwedel asked, "And where were those bids?" Director Vincent Falcon stated, "And in your email you state you did this special secret meeting 'cause you were afraid that Keith Lindsey was going to take or..." at this point Molly Salzwedel interjected, "Dissolve the HOA." Director Vincent Falcon said, "Abolish...right, so is that common to have a special secret meeting when you're afraid that somebody's going to be elected?" Troy Fielding responded, "It's not a secret meeting. It is, it is its, Board has the ability to take action outside of a uhh..." Director Vincent Falcon interjected, "Right, right, okay, action, Board meeting you guys met. You guys had a meeting together." Director Molly Salzwedel asked, "So you met about a landscaping contract?" Troy Fielding responded, "It's a Board Action, look if you want to review Property Code 209 you guys can do so it's 0052." Vincent Falcon responded, "No, I, I really believe you that the law allows..." Troy Fielding stated, "We just made sure we complied with that." Director Molly Salzwedel responded, "We just think it's suspicious that it's all of a sudden coming to light now and not in January." Jamie Lodes interjected, "A contract can't show up after it's been terminated in a Board Meeting." Director Molly

Salzwedel said, "Exactly! I agree with Jamie. So that's kind of where we're at Troy, it's very very suspicious and we're really not happy about it." Jamie Lodes said, "It's asked for many, many, many times, plus I had a conversation with Sabrina who said you told her in February or March or something that you considered it a month-to-month contract. You would not have told her that if you already had extended it for the rest of the year in January." Director Vincent Falcon said, "If you had a signed contract, exactly." Troy Fielding responded, "I couldn't release any information until after we recorded it in the next Board meeting." Director Molly Salzwedel stated, "Okay, we're still not buying it. I would like to move on to the next point. We just agreed we disagreed." Jamie Lodes interjected, "It's terminated." Director Vincent Falcon asked, "Did you...another question, did you actually talk with Troy Evanovich regarding the contract since then? Have you put him on notice that we no longer want his services regardless of the agreement that you made with him?" Jamie Lodes stated, "You had to of 'cause last meeting you said you asked him to not honor the contract." Director Vincent Falcon stated, "Yeah, you actually, you actually told us something completely different than what you wrote in this email, which is also a little concerning." Troy Fielding responded, "Wait. I don't know which part you're referring to that's contrary to what I said." Director Vincent Falcon then clarified, "The contract to have him continue for the rest of the year." Troy Fielding responded, "Well I've asked him if he would not honor the contract, I've told you that before. But that's up to him." Director Vincent Falcon then asked, "But did you talk with him since then? Have you talked to him since then and what was his response?" Troy Fielding responded, "Well, I was, I was, yes I have talked to him. I received his invoice and I was surprised to see his invoice. Jamie Lodes then asked, "When did you get the certified letter back? When did the certified letter come back to CCM?" Troy Fielding responded, "I just received it from Sabrina two days ago." Director Keith Lindsey then said, "I want to show you guys something..." but was interrupted by Jamie Lodes who said, "It had to have been returned a lot sooner than that." Troy Fielding responded, "I, I, I'm not saying that. They just informed me, I came by and I picked it up." Director Keith Lindsey then stated, "Here's, here's the thing. Let me, let me, you guys can still see my screen, correct?" Director Vincent Falcon interjected with "Right, and let me make one point, too. And when you talked to him, you must have told him that we were talking about ending his contract, right? He's aware of that. Obviously. Right, Troy?" Troy Fielding responded, "Well, I mentioned that before, I said, dude, you sent me an invoice, uh, I didn't think that you're going to still be doing this. He goes I haven't received any notification that, that my contract's been terminated." Director Molly Salzwedel interjected, "Why didn't you bring up the contract at the last meeting?" Director Vincent Falcon interjected, "Yes!" Director Molly Salzwedel continued, "Why didn't you bring up the contract at the last meeting when we were talking about it? Why didn't you say 'Oh, we have a contract, here it is!'" Director Vincent Falcon then interjected, "We asked you for that actually." Director Molly Salzwedel stated, "We did!" that at the last meeting." Troy Fielding responded, "I was hoping that he was just simply not going to enforce his contract." Director Molly Salzwedel started, "Troy..." and then Director Vincent Falcon interjected, "But now he's enforcing his contract." Director Molly Salzwedel continued, "That's your job! Your job for the property management company is to keep track of the contracts and make them available to the Board at the Board meeting. Okay, I think we need to move on because..." At this point, Director Keith Lindsey interjected and said, "Well hold on..." and Director Molly Salzwedel continued, "...that's not going anywhere. Oh, yes, what do you have, Keith?" Director Keith Lindsey then responded, "What I have is, is I went out to USPS.com because I sent the certified uh letter to um, Wings Landscaping, LLC slash Landsys, Inc. slash Troy Evanovich. And I've got it on the screen right here, um, it went October 2nd to his home address which was the only address that was in the contract that we had because we didn't have the other contract that um, Troy uh Fielding sent us as of today. Um, And it said that uh, they left a notice no one was there, no authorized recipient available. And it stayed in that status until October 20th and it says unclaimed, being returned to sender. We complied with the provision of that contract. We sent a letter certified mail. I have the letter, let's see where is it here...Right, um...Sorry, wrong, wrong letter. Uhhh, where

is it?" Director Vincent Falcon then stated, "That brings up a good point. So, let me ask you a question Troy: Is he aware that he, we do not want him continuing his services with the community? Did you ever have a discussion, I mean, I uh, I'm pretty sure he knows about that but I've not actually given him notice as I'm not allowed to talk to him." Troy Fielding responded, "Well, Uhh, I asked him if he had received termination notice and he said no and that was two days ago or maybe..." Director Vincent Falcon interjected, "But did, did you... I know he didn't receive, he didn't sign for it obviously." Troy Fielding responded, "I'm sure he gathered of my opinion of saying the Board was going to give you termination notice have you not received it? So, why are you..." Director Vincent Falcon interrupted, "So that's kind of notice! Okay, so you put him on notice." Jamie Lodes, interjected, "He knows. He's gotta know." Director Vincent Falcon interjected, "He knows." Jamie Lodes continued, "He knows, let's just move on." Director Keith Lindsey then responded, "Well here's my...my point is this: this is the letter that I sent. And I said in, in the letter, 'No invoices received for work performed after this date will be honored' and the date was as of, I said that all landscaping and landscaping related services are to cease as of September 30th, 2021. I said this also includes any invoices under the name of Landsys, Inc. Because at the last Board meeting, you told us, Troy, that this was a month-to-month contract and that because we went and, and one of the other homeowners went to bphoa.info, looked at the original contract and said hey, you only have to give him a 30-day notice. So we sent him notice, I sent him notice the very next day. Then, uh, USPS says that he didn't bother to get the letter. I sent it. I signed it, I sent it you have it..." Troy Fielding mumbled, "Yeah, right here." Director Keith Lindsey continued, "...and he didn't bother to get it. Now we complied exactly! We complied with the provisions in his contract! It's not our responsibility to make sure that he reads it! That's up to him! So, the Board also voted to end this contract. So, as far as I am concerned, uh, that invoice is not going to be paid and if he so desires he can sue us, because I am, I am, we've given him, we've complied with the contract provisions, we voted on it at a duly, a due Board meeting, we're done! If wants to, if he so chooses to sue, fine! If he does there's a whole bunch of of other things that are gonna come out with that. That's up to him. But as far as I'm concerned..." Director Vincent Falcon interjected, "May I add to..." as Director Keith Lindsey continued, "...that, that invoice will not be paid!" Troy Fielding responded, "Okay. That's what I asked." Director Vincent Falcon asked, "What, what are our options at this point, Troy? I mean obviously you've..." Jamie Lodes interrupted, "Let's move on please." Director Molly Salzwedel interjected, "I agree with Jamie. Let's move on. We need to move on 'cause we do not, there's no reason to continue with this. We obviously cannot trust our property management company to take care of business as the Board sees fit. So we need to move on to the next item." Director Vincent Falcon asked, "So, let me ask one question: Troy are you going to pay Mr. Evanovich from his invoice?" Troy Fielding responded, "Not, not, look, I, I specifically put in here would you like me to pay his invoice. I gave some recommendations in there or my suggestions and, ah, Keith just said no to it. I don't, I don't know what the rest of the Board said so, look I need at least two people to say don't pay him, so..." Director Keith Lindsey then said, "Let me poll the Board then." Troy Fielding stated, "He has two and half months left on his contract. Whether he decides to do something with it, I, I..." Director Molly Salzwedel interrupted, "A contract that we have not heard about until today?!" Director Keith Lindsey interjected, "Correct!" Director Molly Salzwedel continued, "You said it was month-to-month. We terminated the contract as being month-to-month." Troy Fielding interrupted, "The one that you signed, Molly, yes that is correct." Director Molly Salzwedel responded, "No! You told us earlier this year you considered it to be month-to-month. Do not be giving us..." Troy Fielding interrupted, "That was the contract that you signed back in 2016." Director Molly Salzwedel continued, "...information that suddenly changes to make you look better! No! His contract was terminated with Keith's letter. Do not pay him!" Director Keith Lindsey interjected, "That makes two!" Troy Fielding then stated, "Okay, Molly's got a no, Keith's got a no, Vincent, do you have a..." Director Vincent Falcon responded, "Yes, I agree with Kreith. I, I approve his action. Troy Fielding responded, "So, so, you're saying don't pay him, either."

Director Vincent Falcon responded, "I'm saying that...I...uh, that I..." Director Molly Salzwedel interrupted, "That we've already terminated the contract, yeah. So there's no..." Director Vincent Falcon continued, "...believe his contract has been terminated. And he's, he's been informed from what we're gathering from you he knows, so..." Troy Fielding interrupted, that he was surprised to see Troy Evanovich's invoice. Director Vincent Falcon continued, "...even though he hasn't signed for it. Okay. Well, it should be no surprise to him." Troy Fielding stated, "Okay. I'll let him know that ah, you guys aren't honoring or you guys aren't going to be paying. Did you see where he actually did perform the services, though? I'm just putting that out there." Director Vincent Falcon responded, "Nope! Never saw it! He wasn't authorized to." Director Molly Salzwedel stated, "Exactly. He wasn't authorized." Director Keith Lindsey stated, "That's what it said in the letter." Director Vincent Falcon stated, "If you come and mow my lawn and you don't have permission, I don't have to pay you." Troy Fielding responded, "I Understand. Like, I, I don't own his business or I don't do anything, I'm...never mind. That's fine."

The next item on Troy Fielding's list was how much does the audit cost. Troy Fielding stated that CCM has reached out to Joe Soller, but Joe Stoller no longer does audits, which surprised Troy Fielding. Troy Fielding stated that when CCM finds a better option that CCM will get back to us as soon as possible. Troy Fielding also stated he didn't know how many audits had been performed since 2017 and that he was still working on that.

The next item on Troy Fielding's list was for CCM to provide the last four years of invoices to the Board. Troy Fielding stated that he spent a lot of time on this and got it to the Board prior to this Board meeting.

The next item on Troy Fielding's list was getting non-ACC logins for Vincent Falcon and Molly Salzwedel. Troy Fielding stated that he did that immediately following the last Board meeting and Director Molly Salzwedel thanked Troy Fielding for doing that.

The next item on the Troy Fielding's list was the answer about Sabrina Washburn being Bradford Park's property manager. Troy Fielding stated that CCM was balancing workloads but Sabrina Washburn was willing to be Bradford Park's property manager and Troy Fielding believed that the transition from himself to Sabrina could be made by mid December 2021. Director Vincent Falcon thanked Troy Fielding.

The next item on Troy Fielding's list was the Zoom files from the last meeting. Troy Fielding stated he has them but he doesn't have a good way to get them to Director Keith Lindsey. Troy Fielding then asked Director Keith Lindsey if the Board went into Executive Session in the last Board meeting. Director Keith Lindsey responded that the Board did not go into Executive Session at the last Board meeting. Troy Fielding stated that Board meeting recordings should cease once the Board goes into Executive Session.

The next item on the agenda was Director Keith Lindsey's action item list.

The first item on Director Keith Lindsey's action item list was sending the certified letter to Wings Landscaping/Landsys, Inc/Troy Evanovich. Director Keith Lindsey stated that he had completed that and sent it the day after the last Board meeting.

The next item on Director Keith Lindsey's action item list was a Zoom meeting with the ACC Committee. Director Keith Lindsey stated that he had not had that meeting with the ACC Committee

and apologized to the ACC Committee for not doing so but stated that the HOA didn't have their own Zoom account until late last week. Director Keith Lindsey said that he would still like to have a Zoom meeting with them if they would like to meet with the ACC Committee as there are some things in the Declarative that he would like to go over with them.

The next item on Director Keith Lindsey's action item list was researching if audits were required by both Texas State Law and the Association's By Laws. Director Keith Lindsey stated that there is no requirement per Texas State Law that he could find, however, there is a requirement per the Association's By Laws and that requirement is that they have to be completed annually. Director Molly Salzwedel asked if the Association needs to find an auditor. Director Keith Lindsey stated he believed that he believed that the Association does. Jamie Lodes stated that he didn't believe that audits needed to be completed for past years beyond the last three years, but definitely 2021. Troy Fielding stated that a 2021 audit would be completed in 2022. Director Molly Salzwedel stated that she believed that any previous year where CCM was the property management company to the Association needed to be audited. Director Vincent Falcon agreed with Director Molly Salzwedel. Director Keith Lindsey stated that audits going back to 2015 could get expensive. Director Molly Salzwedel stated that was fine. Director Vincent Falcon stated that we want to know the truth.

The next item on the agenda was Director Molly Salzwedel's action item of landscaping bids. Director Molly Salzwedel stated that she solicited bids for landscaping, but not very many landscaping companies were responding. She said that she had received one bid, another one said that they would have a bid to her the next day and another who said he would have a bid by next week.

The next item on the agenda was election of Officers. Director Keith Lindsey asked if either of the other two Directors had a preference. Director Molly Salzwedel stated she had no preference. Director Vincent Falcon stated he was open to suggestion. Director Keith Lindsey then motioned that Director Keith Lindsey be President, Director Molly Salzwedel be Vice President and Director Vincent Falcon be Secretary. Director Molly Salzwedel seconded. Director Keith Lindsey polled the Board since a second was heard. Director Vincent Falcon voted yes. Director Molly Salzwedel voted yes and Director Keith Lindsey voted yes. The motion passed unanimously. Keith Lindsey was elected as President, Molly Salzwedel was elected as Vice President and Vincent Falcon was voted as Secretary.

The next item on the agenda was the approval of the last Board meeting on September 29, 2021. President Keith Lindsey made a motion to approve the September 29, 2021 Board meeting minutes. Vice President Molly Salzwedel seconded. President Keith Lindsey then asked Secretary Vincent Falcon to poll the Board. Secretary Vincent Falcon polled Vice President Molly Salzwedel who voted to approve. Secretary Vincent Falcon polled President Keith Lindsey who voted to approve. Secretary Vincent Falcon also voted to approve. The motion passed unanimously. The September 29, 2021 Board meeting minutes were approved.

The next item on the agenda was the State of Texas HOA Requirement paperwork. President Keith Lindsey stated that Troy Fielding alerted President Lindsey to this in an earlier email and that the Board cannot say no to this because it is a requirement of the State of Texas. Troy Fielding did give President Keith Lindsey options on how much this would cost. Troy Fielding stated that these are rules that supercede the Association's CC&Rs and that the State of Texas is requiring every HOA in the state to adopt these regulations. The cost is a flat fee that varies by which attorney a HOA decides to go with and ideally, the Association should go with the package offered by the HOA attorney. Secretary Vincent Falcon asked Troy Fielding how much it cost his other HOA communities. Troy Fielding responded that it cost between \$850 and \$1600 depending upon which attorney the HOA went with.

Vice President Molly Salzwedel said that was a huge difference and asked what would our attorney charge? Secretary Vincent Falcon asked for estimates. Troy Fielding stated we could get estimates and that he was not prepared to speak to this at this meeting. Vice President Molly Salzwedel rebutted that it was on the agenda and Troy Fielding should have been ready to speak to it. Troy Fielding stated that he thought President Keith Lindsey would be speaking to it. President Keith Lindsey stated he didn't have it in front of him and apologized for that. Troy Fielding stated he could resend it to the Board. Secretary Vincent Falcon asked if there was a self-service portal we could use and if we could file these documents without going through an attorney. Troy Fielding recommended that the Association use an attorney to file these documents. Secretary Vincent Falcon asked if an attorney is required to file these documents. Troy Fielding responded he didn't know but he could ask the attorney that question. Vice President Molly Salzwedel asked if the cost depends on the number of houses in the HOA? Troy Fielding responded no, that it's a straight flat fee. Secretary Vincent Falcon asked how many attorneys CCM had? Troy Fielding responded that there were at least three. Secretary Vincent Falcon asked if the Association could choose the lowest priced one to file these documents? Vice President Molly Salzwedel asked if Troy Fielding could give us bids from all three of those attorneys? Troy Fielding stated he could. Troy Fielding stated that he sent an email to President Keith Lindsey before that laid it all out and Troy Fielding stated he would resend that email to the Board once more.

Next item on the agenda was Board policy to allow homeowners to speak before the Board votes. President Keith Lindsey stated that if approved this would start immediately. President Keith Lindsey also stated that he believes that the Board needs to get input from homeowners before the Board votes on anything and that it was something that has been lacking for a very long time. President Keith Lindsey then made a motion for it to be Board policy that before the Board votes that homeowners be permitted to speak. Secretary Vincent Falcon asked if we could hear from our homeowners in attendance and what they thought about that. President Keith Lindsey said yes. President Keith Lindsey then asked if there was anyone who wanted to speak on this topic. Several homeowners in attendance responded that they thought it was a great idea and approved of the idea. Secretary Vincent Falcon and Vice President Molly Salzwedel approved of the idea as well with Secretary Vincent Falcon seconding. President Keith Lindsey then asked Secretary Vincent Falcon to poll the Board. President Keith Lindsey voted yes. Vice President Molly Salzwedel voted yes. Secretary Vincent Falcon voted yes also. The motioned carried and the measure passed. It is now Board policy that before the Board votes homeowners in attendance will be permitted to speak.

The next item on the agenda was solar powered lights with cameras. President Keith Lindsey said this came out at the last Board meeting and that it seemed like a pretty good idea but we need to get some idea of what kind of lights and cameras, where they would be mounted and where they could be purchased from. President Keith Lindsey also stated that we've had problems with mailboxes being tampered with and that if we had video evidence that could be submitted to law enforcement or to the postal service. President Keith Lindsey further stated that this idea originated at the Town Hall that himself and Sabrina Washburn hosted via Zoom on April 14, 2021. President Keith Lindsey stated that Sabrina Washburn told him that she knew of a company that would probably be able to do this sort of work for the solar lighting and that we should get with Sabrina Washburn to follow-up on that. President Keith Lindsey further stated that he looked on Amazon.com but it was not real clear and that he wasn't sure that the products offered on Amazon.com were robust enough for our needs. Secretary Vincent Falcon stated that it indeed should be looked into and that it could be as simple as having a solar-powered light and a trail cam or something that could be monitored 24/7 via a cellular wireless connection. Secretary Vincent Falcon stated that there could be privacy concerns with this idea if it's being monitored and that it should be looked into. President Keith Lindsey rebutted that whatever is printed on an envelope is public and if someone opens their mail on camera, that would be that person's

responsibility. Secretary Vincent Falcon said he would like to get a professional opinion about that. President Keith Lindsey then asked Vice President Molly Salzwedel what she thought. Vice President Molly Salzwedel stated that her big concern was that if someone was stealing mail if they would steal the camera. Vice President Keith Lindsey stated that the idea hadn't been fully fleshed-out yet, but that the basic idea would be a solar-powered light mounted on a pole aimed at the mailboxes with a camera either inside the poll or mounted to the poll with a SD Card to record to and a removable battery so that once the battery inside died, it could be replaced. Secretary Vincent Falcon again stated that a trail-cam can last up to a year and solar powered lights could illuminate the area. President Keith Lindsey then asked Secretary Vincent Falcon to look into the idea a bit more. Lee Stalnaker then interjected and said that it would be beneficial to check with the United States Postal Service for any postal regulations or laws regarding this as well as the City of Round Rock because Lee Stalnaker saw legal ramifications coming from mounting cameras near mailboxes. Lee Stalnaker stated that before prices or contractors be researched, the legal requirements of doing such a project be researched first. Vice President Molly Salzwedel liked Lee Stalnaker's suggestion. Jamie Lodes stated that where such a thing would be mounted also need to be researched for legal requirements. Secretary Vincent Falcon asked if anyone in attendance had any contacts with the United States Postal Service. Veronica Bonilla said that she knew someone at the United States Postal Service and that she would ask them. The Board thanked Veronica Bonilla. Lee Stalnaker asked that we table this discussion and move on. Vice President Molly Salzwedel agreed. President Keith Lindsey asked Vice President Molly Salzwedel if she would make a motion about that. Vice President Molly Salzwedel read in the Zoom chat log where someone had posted that Flower Hill had solar-powered mailbox lights and that they worked great. Molly Salzwedel made a motion to move on to the next agenda item. President Keith Lindsey asked for a second. Secretary Vincent Falcon seconded. President Keith Lindsey then asked Secretary Vincent Falcon to poll the Board. President Keith Lindsey voted yes to table the solar-powered lights idea until the next Board meeting. Vice President Molly Salzwedel also voted yes to table the solar-powered lights and cameras until the next Board meeting. Secretary Vince Falcon voted yes to move on. The motion carried, was unanimous and the solar-powered lights/camera idea was tabled to the next Board meeting.

The next item on the agenda was Board/ACC policy on infractions letters, procedures and possible solutions. President Keith Lindsey then asked ACC Chairman Jamie Lodes to discuss possible solutions. Chairman Jamie Lodes stated that he had read Article 2 of the CC&Rs (Declaration of Protective Covenants) and that there has been a lot of discussion about roof replacements. Chairman Jamie Lodes stated that the ACC Committee's unanimous interpretation of Article 2 of the CC&Rs was that replacing something like a roof because of something like a hailstorm like the one we had in April, and if the replacement roof was being replaced with same or similar material and same or similar color, an ACC request was not needed. Secretary Vincent Falcon agreed with that. Chairman Jamie Lodes stated that the ACC Committee considered that a repair which is something that should not require an ACC request. Secretary Vincent Falcon stated that his reading of the CC&Rs, unless something was a significant change or addition it did not need an ACC request. Vice President Molly Salzwedel agreed. President Keith Lindsey pulled up Article 1 and read it. President Keith Lindsey stated that when you're replacing something you're not placing, erecting, adding to or altering. Vice President Molly Salzwedel stated that you're repairing. Secretary Vincent Falcon stated that you're maintaining your property. Chairman Jamie Lodes stated that the ACC Committee considered it a repair.

President Keith Lindsey stated that according to the CC&Rs, the ACC Committee has express authority to interpret the restrictions as they so see fit. The ACC Committee can publish approved colors and also gives them the authority to hire an Architect and/or an Engineer to make things more clear for them if they so choose. President Keith Lindsey stated that the ACC Committee has a lot of power.

Secretary Vincent Falcon asked if there was a published color palate. President Keith Lindsey stated he doesn't know of one. Jamie Lodes said that the ACC Committee is trying to make things as simple as possible and unless you're changing the material or color an ACC request is not needed. Dee Dee Stalnaker asked if a material is no longer available does the replacement material require an ACC request? Chairman Jamie Lodes said no, as long as it's close to the previous color, the homeowner does not need to put in an ACC request. Lee Stalnaker then stated that he and his wife Dee Dee had received a certified letter from CCM threatening to put a lien on their home, stating that their roof replacement was not approved by the ACC Committee. Chairman Jamie Lodes stated that was going to stop. Vice President Molly Salzwedel asked if the Association could do that? Secretary Vincent Falcon stated he would like to see that certified letter that the Stalnakers received. Lee Stalnaker stated that nothing has been done to his roof except removal of solar panels and not all of them have been removed. Vice President Molly Salzwedel asked if CCM has sent a letter to everyone who had a roof repair? Secretary Vincent Falcon stated that he got a letter. Troy Fielding said he would have to look at Smart Webs to take a look at that and that if the inspector sees a violation, yes, a letter is sent. Troy Fielding stated that he didn't know where any violation letter stated that a lien would be put on a property and that he believed that violations were being confused with collections/delinquencies. Vice President Molly Salzwedel asked Lee Stalnaker if his letter stated that he would have a lien put on his property for getting a new roof? Lee Stalnaker then read the letter. The letter stated that if an ACC request was not filed and approved or a written request for a hearing before the Board, or the violation was not corrected by November 20, 2021 that the Stalnaker's file would be referred to the attorney for legal action. Lee Stalnaker said that he believed that the letter meant that he and his wife Dee Dee would be sued for not following procedures. Secretary Vincent Falcon asked if that was standard procedure? Troy Fielding stated that there are three letters that are sent out and that they can be modified and that the current procedure was what the Board wanted at the time. The first letter says hey, you need to fix the problem. The second letter that goes out 14 days later and then there is a third letter that says you've got 30 days to fix it or it goes to legal. Regardless of what the letter says, the Board has final say of what actually goes to legal or not. Vice President Molly Salzwedel asked how much the letters cost? Troy Fielding stated that there is nothing for the letters other than the cost of postage. Troy Fielding stated that violation letters are not a profit-center for CCM. Lee Stalnaker asked to state that there is a palate of roofing materials in his driveway for a couple of months. Troy Fielding stated that this is the first change to the existing violations policy and that the previous violations policy was still in effect at the time that the Stalnaker's received their letters. Troy Fielding stated that the certified letter that the Stalnaker's received was the third letter under the previous violations policy. Troy Fielding stated that different HOAs have different violation processes, some have three letters, some have five, some have the minimum amount. The Board chooses what the violation process will be. Vice President Molly Salzwedel stated that the Association is sending out letters for people repairing their home. Troy Fielding responded that the Stalnaker's received a letter because they didn't file an ACC request for a new roof. Troy Fielding stated that the Board can let the inspector know of special circumstances for individual homeowners. Vice President Molly Salzwedel asked if every homeowner who is replacing a roof without submitting an ACC request received a letter? Because Vice President Molly Salzwedel had her roof replaced without submitting an ACC request and she did not receive a letter. Troy Fielding stated that Vice President Molly Salzwedel must have had her roof replaced between inspections and the palate of roofing material was not noted in her driveway. Secretary Vincent Falcon asked how often inspections are done. Troy Fielding responded every 14 or 15 days. Troy Fielding stated that the inspector does inspections in different locations and has her own schedule which he would have to check. Vice President Molly Salzwedel asked if the inspector was Troy Fielding's wife? Troy Fielding responded that she was his wife. Secretary Vincent Falcon asked if she got paid for it. Vice President Molly Salzwedel stated that the inspector should be paid for work performed. Secretary Vincent Falcon asked if the inspector is a volunteer. Troy Fielding stated he

wanted to be very clear that performing inspections and sending out violation letters and charging for it is a massive conflict of interest. So CCM does not get paid additional amounts for performing that function but his wife as inspector gets paid an hourly wage. Vice President Molly Salzwedel stated that if it was fine if Troy Fielding's wife as inspector gets paid for it because she performed the work and that inspections and sending out violation letters are within our contract. Vice President Molly Salzwedel asked Troy Fielding how much a certified letter cost the HOA? After some back and forth, Troy Fielding stated that he would look it up.

Chairman Jamie Lodes stated that he believed that performing inspections and driving through the neighborhood was within the scope of the CCM contract with Bradford Park. Troy Fielding stated that the cost of paper, envelopes and postage was billed to the HOA but not the inspections. The inspector is paid internally from CCM as the function is a part of the contract and the monthly amount Bradford Park pays to CCM for CCM being the property management company to Bradford Park. Secretary Vincent Falcon asked what the hourly rate was for the inspector? Troy Fielding stated no, that was internal to CCM. Jaime Lodes asked Lee Stalnaker if his roofer has bailed on him because the roofing material is still in his driveway. Lee Stalnaker responded that no, the roofing material has already been paid for it's the solar panel companies that are the problem, particularly the solar hot water heater company. Lee Stalnaker stated he was waiting for the solar hot water heater company to come out and remove the solar hot water heater solar panels so that the roof can be repaired. Secretary Vincent Falcon then asked how much something like that cost? Lee Stalnaker stated that his insurance company is paying for the roof and solar panel removal/reinstall because the solar panels are still under warranty, but because the solar panels are still under warranty, the Stalnaker's have to go with the solar panel vendor that has the warranty. Lee Stalnaker stated that the cost to the insurance company is roughly \$17,000 to get his roof replaced. President Keith Lindsey then made a motion to grant a variance to Lee & Dee Dee Stalnaker for their roof replacement. Vice President Molly Salzwedel then seconded but asked if that should be done in executive session? Secretary Vincent Falcon said that Vice President Molly Salzwedel was right. Lee Stalnaker stated that he sent an ACC request the day of this Board meeting (October 28, 2021) in the mail in response to the certified letter that he received from CCM. Troy Fielding stated that it would be uploaded into Smart Webs once received. Troy Fielding also stated that he recommended that the Board not vote on that variance because of the change to Texas Law which separates the Board from ACC. The Board agreed. Chairman Jamie Lodes stated that he didn't think that the Stalnaker's need a variance at this time.

Troy Fielding then told the Board that the cost of a certified mail was about \$7.78, give or take about 50 cents.

ACC Chairman Jamie Lodes then went into the second topic he wanted to present which was the violation letters. Chairman Jamie Lodes stated that while canvassing for the Special meeting, he had talked to an enormous amount of people who had received violation letters for one-time things like people who were sick and unable to mow their lawn. Secretary Vincent Falcon stated that he's received letters that don't actually state what the violation was. Chairman Jamie Lodes stated that at the last Board meeting there was discussion about this topic and that he and the ACC Committee had come up with a couple of solutions. Chairman Jamie Lodes said that if someone leaves something out but fixes it the next day, he doesn't believe that a letter should be sent out. Chairman Jamie Lodes stated that there are two possible solutions to this and he would present both and the Board could choose which one they wanted to implement. The first possible solution was, the inspector drives through and notices a violation then the inspector would mark that and if they drive through the second time and it's still there, then a violation letter would be sent. The second solution is, the inspector drives through, they notice a violation, then an email is sent to the Board/ACC or whomever, and then the ACC or Board or

whomever could go and check a few days later to make sure that it's still there. Chairman Jamie Lodes stated that he has spoken to someone who received a letter but it was for a different house. Jamie Lodes stated that the goal is to prevent some of these letters from going out for things that are not chronic. Secretary Vincent Falcon stated that he liked the idea of the inspector noting the violation but a second party following up and verifying that there is an actual violation. Chairman Jamie Lodes stated that it gives someone a chance to fix it. Secretary Vincent Falcon stated that it would prevent grudges being enforced upon an individual homeowner. Troy Fielding stated that his wife has no grudges against anyone. Secretary Vincent Falcon stated that he was talking about separation of duties and stated that he believed that Troy Fielding's wife is an angel. Troy Fielding stated that she drives a silver minivan, a Honda Odyssey. A homeowner, new to the area, asked if a record was kept of when homes are sold? The Homeowner said that she had received a violation pertaining to solar panels on her roof when those solar panels were already on her roof when she bought the home. Troy Fielding stated that the inspector can see if an ACC request was filed for that home for the solar panels. If not, the inspector will note the solar panels as a violation and a letter will be generated. The homeowner stated that if inspections are being performed on a regular basis and they note that the home is being sold, the new homeowner should be receiving the violation notices. Troy Fielding stated he could look up her address and look into it. The homeowner stated that she new that Troy Fielding had heard from her already. Chairman Jamie Lodes stated that his solution would fix this. Vice President Molly Salzwedel stated that she agreed with Kendra, the homeowner. Chairman Jamie Lodes stated that Texas Law requires an HOA to allow solar panels on a homeowner's home. Secretary Vincent Falcon stated that the HOA can regulate solar panels within certain boundaries. Dee Dee Stalnaker stated that when she and her husband Lee Stalnaker went to put solar panels on their roof, the Association denied their request because the solar panels have to be facing south and that would have been on the front of their roof and the HOA wanted the panels to be on the back so as to not be visible from the street. Dee Dee Stalnaker stated that at the time, the State of Texas had decreed that a HOA could not deny a homeowner's request for solar panels. Chairman Jamie Lodes stated he believed that was correct. Troy Fielding stated he wanted to be clear: the management company is not the one who is denying the requests so he would have to look and see what the situation was. Dee Dee Stalnaker stated this was before CCM was Bradford Park's property management company. Troy Fielding stated that he wouldn't know. Vice President Molly Salzwedel stated that they are not questioning whether something is being approved but whether the inspector is paying attention. Troy Fielding stated that his wife pays pretty darn close attention. Vice President Molly Salzwedel stated that she obviously didn't pay attention to this. Troy Fielding stated he would not know until he researched it. Vice President Molly Salzwedel stated that what Troy Fielding was stating that property inspections are being performed every two weeks and Kendra the homeowners solar panels have been on the home for at least 30 days and Kendra receiving a letter after purchasing the home didn't make sense. Troy Fielding asked what address was being discussed. Vice President Molly Salzwedel interrupted and told Kendra that she didn't have to disclose that on the Zoom meeting. Kendra stated she didn't have a problem disclosing her address. Chairman Jamie Lodes stated that the second solution that he proposed earlier would be the best. Secretary Vincent Falcon said that checks and balances would be the best; that two people would have to verify that something was an actual violation before a letter would be sent. President Keith Lindsey then asked that before the Board voted that the homeowners opinion be heard. Dee Dee Stalnaker agreed with the second solution. Kendra agreed with Dee Dee Stalnaker. Another homeowner stated that he agreed with it as well and also said that he received a certified letter the day of the Board meeting about a rat trap installed by his exterminator on the side of his garage because he had rats. Vice President Molly Salzwedel was incredulous that this homeowner got a certified letter from CCM for a rat trap on the side of his garage. Troy Fielding responded that his wife was accused of not paying attention earlier, yet she caught this. Vice President Molly Salzwedel inquired of Troy Fielding that he said his wife does not pay attention to detail? Troy Fielding

indignantly stated that was not what he said. Vice President Molly Salzwedel stated that she could not hear what Troy Fielding had said previously. Troy Fielding stated that this was an example of his wife paying attention to details as property inspector. Vice President Molly Salzwedel then stated that Troy Fielding's wife needs to be educated on what a rat trap looks like. The homeowner responded that it was a black box. Another homeowner laughed in the background. Vice President Molly Salzwedel stated she was super disappointed. Kendra stated she disagreed about the solar panels. Troy Fielding interrupted that his suggestion was to form a code violations committee with the Celia, his wife, noting the violations in Smart Webs and the code violations committee members could then use their mobile devices to connect to Smart Webs and could review all of the noted violations and if they agreed to it they could change it from a stage zero violation to a stage one violation and at that point a letter would be sent out. Troy Fielding stated that he didn't believe that the software was setup nor was it possible to send an email out to this committee. Instead the code violations committee would have to have access to Smart Webs which he could set up. Chairman Jamie Lodes asked what if the violation was deemed to not be a valid violation? Troy Fielding stated that the violation could be closed. Chairman Jamie Lodes asked what if it was seen again? Troy Fielding stated that a note could be put into Smart Webs so that the same noted violation would not be triggered again. Secretary Vincent Falcon stated that as long as we had two separate people agreeing that there was an actual violation he was good with it. Vice President Molly Salzwedel stated that someone in the Zoom chat log stated that they liked Troy Fielding's suggestion about having a code violation committee. Troy Fielding said another idea is for someone on the code violation committee to drive along with Celia when she does her inspections guiding her on what is and is not a violation. Vice President Molly Salzwedel stated that she has never heard of anyone getting a letter for a rat trap before. Chairman Jamie Lodes stated that he didn't think that someone would need to drive along with Celia when she does her inspections, but that there were enough people with both ACC and the Board having Smart Webs access to handle this. Troy Fielding asked if the Board/ACC wanted to have write access and have Celia only mark zeros for all of it, with the code violations committee having the final say? Chairman Jamie Lodes stated that with six of us already having access that should not be a problem. Troy Fielding disagreed saying that he believed it needed to be it's own committee. Dee Dee Stalnaker stated she believed that how this should function should be determined in executive session by the Board. Dee Dee Stalnaker said that it was a good idea but it was something for the Board to figure out. President Keith Lindsey stated that Chairman Jamie Lodes submitted two solutions, however President Keith Lindsey had a possible third solution: Because the State of Texas had removed the Board from all ACC functions, President Keith Lindsey suggested that the ACC Committee, because they have express authority to interpret the Declarative as they see fit, should decide how to handle this and if someone has an issue with it, they can then bring it to the Board. Troy Fielding stated that code violations and ACC were completely separate things and that ACC had nothing to do with violations. Troy Fielding asked if President Keith Lindsey wanted to grant the ACC the power to oversee the violations? President Keith Lindsey responded that per our Declarative, the ACC has the power "...to construe, interpret any covenant that may be vague, indefinite, uncertain or capable of more than one construction or interpretation." President Keith Lindsey said that if anyone has the power to determine what is and what is not a violation, it would be ACC. Troy Fielding stated that he didn't disagree on the ACC piece about modifications to a house, but this would be about people who didn't mow their lawns, or left their trash can out or something like that, that doesn't fall under the ACC. Vice President Molly Salzwedel asked Chairman Jamie Lodes what he said about a homeowner having their home repaired without it being reviewed by the Board? Chairman Jamie Lodes stated that what he said earlier was that if you're repairing your roof you don't need to submit an ACC request and the other was his earlier proposed solutions. Chairman Jamie Lodes stated that Troy Fielding's proposed solution of a code violation committee was a good one. Chairman Jamie Lodes stated that no letter being sent out until it's reviewed by someone seems to be the best choice. Chairman Jamie Lodes stated that he thought that it would just go to the Board and

someone would go and check it out. Chairman Jamie Lodes stated that logistics could be figured out at a separate time as Dee Dee Stalnaker had stated, but that it appeared that everyone agreed as well as some of the homeowners that before a violation letter gets sent out, it needs to be reviewed by someone other than property management. Vice President Molly Salzwedel agreed with that. Troy Fielding asked how it would be handled for someone that has a lawn that is nine inches tall and she notes it and waits and two weeks go by and now the grass is even taller? Chairman Jamie Lodes stated that his first solution wouldn't work, but the second one would. Chairman Jamie Lodes stated that he knew someone in Bradford Park who was sick with Covid-19 and they were not able to mow their lawn and they received a violation letter about it. Chairman Jamie Lodes stated that he knows this person and if he had known that this person had Covid-19 and couldn't mow their lawn that he would have had someone mow his lawn like President Keith Lindsey mowed someone's lawn the other day. Vice President Molly Salzwedel agreed. Vice President Molly Salzwedel stated that we could always make an exception for things that are immediate, things that need attention like high grass and lawns. President Keith Lindsey stated that from his perspective that he's been in the HOA for a long time and 20 years ago he was the Chairman of a Code Violations Committee in 2001. From what President Keith Lindsey understood, ACC has the power to determine what is and what is not a violation. President Keith Lindsey stated that if the ACC wanted the Board to appoint a code violation committee, that he'd be OK with that, but as far as the policy President Keith Lindsey said that he believed that the Board should defer to the ACC Committee and let them set the policy and the Board would be 2nd tier if there were problems we would revisit this. Jamie Lodes asked to talk with the other members of the ACC Committee and see if they are onboard with that. President Keith Lindsey said what most people don't understand is that ACC is probably has the most power and authority in the HOA and that the Board should defer to the ACC Committee. President Keith Lindsey made a motion to defer to ACC pertaining to the violation policy with CCM. Secretary Vincent Falcon asked for clarification of President Keith Lindsey's motion. President Keith Lindsey clarified that he was making a motion to allow the ACC to define the violation policy with CCM. At this point, Vice President Molly Salzwedel appeared to be kicked out or left the meeting according to Chairman Jamie Lodes. President Keith Lindsey said she should be able to reconnect. Chairman Jamie Lodes stated that he knew we were running out of time and that President Keith Lindsey wanted to get to the next few agenda items. Troy Fielding stated that whatever decision is made to clue him in so that the workflow works. Chairman Jamie Lodes stated of course. Secretary Vincent Falcon stated that we would but basically a checks and balances is needed for violations. Chairman Jamie Lodes stated that Vice President Molly Salzwedel reconnected to the Zoom meeting. Troy Fielding gave an example for the workload would be reviewing about 42 violations every month which would be about 21 violations every two weeks. Secretary Vincent Falcon was surprised at how many violations would need to be reviewed. Troy Fielding said that it would be about 8% of the homes in the HOA every two weeks would need to be reviewed for violations. Jamie Lodes stated that the ACC would talk to the Board offline so we could move on. Secretary Vincent Falcon agreed. Troy Fielding stated that the current policy on violations would continue until the Board/ACC told CCM otherwise. Vice President Molly Salzwedel complained that we were not moving on. Troy Fielding stated that because there were no other instructions that the current policy would continue to be enforced. Secretary Vincent Falcon stated that we need to create a new process but it's difficult to do so in a Board meeting. Chairman Jamie Lodes stated that it would not take that long, it just couldn't be done at this Board meeting because of time constraints.

The next item on the agenda was the newsletter with Neighborhood News. President Keith Lindsey asked Vice President Molly Salzwedel what information she had about the newsletter. Vice President Molly Salzwedel stated that the cost would be \$160 per month through Neighborhood News. Secretary Vincent Falcon asked if it would be quarterly, monthly or bi-monthly. Vice President Molly Salzwedel

stated that it would be bi-monthly like it was before where Neighborhood News would design and printing through ad sales and the HOA would pay for postage, which has gone up about 7 cents per mailing and \$20 per month. Secretary Vincent Falcon asked if there was any other options for delivery other than the newsletter being mailed. Vice President Molly Salzwedel stated that she thought that Neighborhood News also offered email delivery, however she knows that not everyone in our neighborhood used technology and so she was fine with the cost. President Keith Lindsey computed that the cost would just under \$2,000 per year. Chairman Jamie Lodes asked what the other homeowners thought about the newsletter. President Keith Lindsey asked what the other homeowners thought. Secretary Vincent Falcon asked the homeowners if they thought it would bring value to have a newsletter every month mailed to them? Dee Dee Stalnaker responded that we used to have a newsletter that came out every other month and it was informative. Dee Dee Stalnaker asked if the newsletter only went out to owners or does it also go out to renters because of how many renters are in the subdivision. Vice President Molly Salzwedel stated that it went out to both. Vice President Molly Salzwedel stated that it would be more newsletters going out than are homes in Bradford Park. President Keith Lindsey stated that there are 278 homes in Bradford Park, but there would probably be around 350 newsletters going out. Kendra stated that she would like to see a newsletter go out but if it becomes too costly maybe on a quarterly basis or if there is something new or exciting a special newsletter could go out. Vice President Molly Salzwedel stated that Neighborhood News can do monthly or bi-monthly newsletters. Secretary Vincent Falcon asked what was the difference in cost between bi-monthly or monthly? Vice President Molly Salzwedel stated she didn't know and she only knew the other because of her work with her church. Secretary Vincent Falcon asked Vice President Molly Salzwedel when did her church start free international classes and if it was for learning at church? Vice President Molly Salzwedel answered that the church offers classes to internationals from all over the world. Secretary Vincent Falcon asked what kind of classes? Vice President Molly Salzwedel responded they are like English classes, classes in citizenship, sewing, jewelry making and painting. Secretary Vincent Falcon thanked Vice President Molly Salzwedel. Lee Stalnaker suggested that we start the newsletter on an every two-month basis and see if that works for a year and if more are needed it can be revisited again in a year. Chairman Jamie Lodes stated he liked the idea of every other month because then it cuts the cost in half. Lee Stalnaker responded "Absolutely!" President Keith Lindsey asked for a motion to go with Neighborhood News on a bi-monthly basis. Vice President Molly Salzwedel responded that we can check with Neighborhood News and what the cost would be. Secretary Vincent Falcon stated he voted for quarterly. President Keith Lindsey then asked Vice President Molly Salzwedel if she would look into that for a bi-monthly newsletter cost with Neighborhood News. Vice President Molly Salzwedel stated she would. President Keith Lindsey stated that would be her task for the next Board meeting.

The next item on the agenda was the collections and collection letters for the rest of 2021. President Keith Lindsey stated that there was something that he wanted to bring to everyone's attention. President Keith Lindsey stated that when he saw it, his blood boiled. Secretary Vincent Falcon asked if President Keith Lindsey could put it on the screen. President Keith Lindsey stated that it was on the screen and asked if they could see it. Secretary Vincent Falcon stated that they could see the PDF but that it was not open. Dee Dee Stalnaker stated that she and Lee could not see the contents of whatever President Keith Lindsey had open and that they haven't been able to all night. President Keith Lindsey couldn't believe it. Several people responded that they could see President Keith Lindsey's folders, but not the contents on his screen. President Keith Lindsey determined that he had shared the wrong option and stopped sharing that option and then shared his entire screen. At that point everyone could see his screen and what he was speaking about. President Keith Lindsey apologized because he thought everyone could see his screen the entire meeting. President Keith Lindsey then discussed a homeowner's actual account where the homeowner had a zero balance going into 2018. For some

reason the homeowner didn't pay their dues. President Keith Lindsey then stated that the collection process had four reminder notices at a cost of \$20 per reminder notice to the homeowner and then after the fourth reminder notice, a statutory demand letter at a cost of \$82.95. The homeowner paid the amount of the third reminder notice after receiving the fourth reminder notice. However, this left one month's interest and a \$20 reminder notice fee on the account totaling \$21.46. President Keith Lindsey stated that he found it unconscionable that a statutory demand letter that cost \$82.95 would be added to an account that was less than the cost of the statutory demand letter. Because of the addition of the statutory demand letter the homeowner's balance ballooned to \$104.41. President Keith Lindsey stated that this was part of why homeowners in Bradford Park were angry. President Keith Lindsey then explained that he created another column in the spreadsheet where he was charging only dues and interest. Based on the homeowner's payments charging only interest and dues, the homeowner ended up with a credit balance of \$437.99 and President Keith Lindsey stated that he and then Director Molly Salzwedel approved removing all the fees from this account. President Keith Lindsey stated that he started with 2018 with this account because the previous Board did not follow the By Laws from 2018 forward. President Keith Lindsey stated that he was not confident that those who owe money necessarily owe money instead he believes that they should be owed money back. President Keith Lindsey then made a motion to halt all collections for the remainder of 2021. Vice President Molly Salzwedel seconded. Secretary Vincent Falcon asked if the Board was going to review all the accounts. President Keith Lindsey stated at least all the accounts that owe a balance. Secretary Vincent Falcon then agreed. President Keith Lindsey started to call for a vote and then asked the homeowners what they thought of the situation. Troy Fielding stated that he wanted to respond as a homeowner. Troy Fielding stated that he had concerns that he pays his HOA dues and that his dues were being used to subsidize someone else's dues. Troy Fielding stated that there is a story with each account and that this particular person received six reminder notices and chose not to pay their dues. Troy Fielding stated that if you look at the history, this person is very sporadic on making their payments. Secretary Vincent Falcon asked if this wasn't the first time? Troy Fielding responded no. Troy Fielding stated that there is a story in each one of these accounts based on payment regularity. Troy Fielding stated that it's not a hard story to tell. Troy Fielding stated that he has a problem with, regardless of whether the Board followed the By Laws or not, that it doesn't excuse the homeowner for not making their payment. Troy Fielding further stated that just like if an account is sent to an attorney and the attorney fees are paid and then the fees are waived from an account, that's real money that's leaving the HOA and that he would be very frustrated knowing that his dues went to subsidize the collection fees of someone who didn't pay their dues on time. Vice President Molly Salzwedel stated that the homeowner paid their dues. Secretary Vincent Falcon asked Troy Fielding if the homeowner contacted CCM about the \$21.46 balance? Troy Fielding stated that he was putting his CCM hat back on. Troy Fielding stated that if the balance doesn't go to zero that the collections process continues. Troy Fielding stated that there are ways you can change the collection process for instances like this and it's called a "clip level" which states that if the balance isn't over a certain dollar amount, don't run it or send the letter. Secretary Vincent Falcon asked if the current clip level is \$25? Troy Fielding stated he would have to look at the clip level and usually the Board decides the clip level. Troy Fielding continued that just because the Board didn't do what it was supposed to doesn't excuse the homeowners from paying their dues and that waiving fees from delinquent homeowner accounts is money coming out of the HOA bank account and going to a vendor or attorney and Troy Fielding didn't believe that was justifiable to take everyone else who has paid and give those who haven't paid a pass. Chairman Jamie Lodes stated that more money than that has been wasted on attorney fees. Vice President Molly Salzwedel asked why send this to an attorney for so little money because it doesn't make any sense. A homeowner asked if the clip level is set then the attorney fees would not have to be paid so why wasn't the clip level set? Vice President Molly Salzwedel responded, "Exactly!" President Keith Lindsey further showed that after the account went to \$104.41 the next step was title research which cost \$145 also cost

more than the balance of \$104.41 which brought their balance up to \$249.41. President Keith Lindsey stated that the title research was done on a balance that again was less than the cost of the title research. Vice President Molly Salzwedel stated she agreed with President Keith Lindsey. Secretary Vincent Falcon stated that everyone agrees that the fees are too high and outrageous. Secretary Vincent Falcon then asked what was the payment history after the examples that President Keith Lindsey brought to light. Troy Fielding stated that the payment history was sporadic at best. Vice President Molly Salzwedel stated that why would the homeowner want to pay when paying just resulted in more fees and that this just didn't make sense. Troy Fielding stated that this was not on CCM, but on the homeowner for not making their payment. Vice President Molly Salzwedel stated she didn't buy it. Troy Fielding stated that he didn't understand how she didn't buy it because it was right there. Vice President Molly Salzwedel stated that she couldn't believe that collections were being done on a balance of \$21. Troy Fielding was saying something about clip levels while Vice President Molly Salzwedel was asking if we were not human? Secretary Vincent Falcon asked if the homeowner ever tried to contact CCM and say hey, there was a mistake? Secretary Vincent Falcon stated he has had other places where he has had to contact them and let them know that there was a mistake on his account. Troy Fielding stated that some homeowners do contact CCM and if there is a mistake, Patrick at CCM will correct the mistake or ask the Board to waive certain fees. Troy Fielding stated that the way to fix this is to set a clip level but that still doesn't excuse the homeowner from paying their dues. Secretary Vincent Falcon stated that Troy Fielding was right that the homeowner still didn't pay their dues for the next year. Vice President Molly Salzwedel stated that how frustrating would it be for a homeowner to see that they were levied a fee greater than the amount owed twice in a row? Troy Fielding stated that the homeowner could have avoided this if the homeowner paid their dues when they were due on January 1. Vice President Molly Salzwedel stated that it didn't make sense to put a statutory demand letter over \$21. Troy Fielding stated, "Probably". Secretary Vincent Falcon also stated, "Probably." Vice President Molly Salzwedel stated that it was just ridiculous. Troy Fielding stated that you can put a clip level that says if it's over this dollar amount you can run it for this cycle if it's under don't. Secretary Vincent Falcon stated that the statutory demand level should have never been issued on such a low balance. Vice President Molly Salzwedel stated that it makes sense now but it shows her that the then Board and CCM were heartless towards the people in our community. Troy Fielding stated that it's actually following exactly what is Bradford Park's current collection policy. Troy Fielding stated that we can change that and we can change the clip level for that and there's been times that the Board has said OK, let's change the clip level. Troy Fielding stated that he could go and see what the clip level is at that moment. Troy Fielding stated that to say that the Board that he served on and CCM are heartless because the homeowner didn't make their payment in 2018 and he made his payment in 2018 on time and everyone else makes their payments on time is wrong because this is how we remind people that they owe money. Vice President Molly Salzwedel stated that a \$75 dollar collection fee on a \$21 balance was heartless. Secretary Vincent Falcon stated that this was standard practice in the industry unfortunately. Vice President Molly Salzwedel stated that's fine but we're human. President Keith Lindsey stated that he has stated over and over and over that the previous Board did not follow the By Laws, but that same Board held everyone else's to account but themselves and were very heavy-handed in collecting dues and that he has an issue with that. Troy Fielding stated that he took issue with the term "heavy-handed". Troy Fielding stated that \$18 or \$19 per letter amounted to about 15 – 20 minutes of labor for CCM to do that work and that CCM was on the lower end of the industry for that kind of work. Troy Fielding asked what the alternative would be, sending them to the attorney at some point or let their fees just keep racking up after three and a half years? Troy Fielding stated that on the fourth year you have to start waiving their fees because of the statute of limitations. Vice President Molly Salzwedel stated over \$21 dollars? Don't tell me that starts on \$21. Troy Fielding told Vice President Molly Salzwedel that he was talking about \$175. Vice President Molly Salzwedel stated that we were talking about \$21. Troy Fielding stated that if there was no

collection fees or no collection process that \$175 would just sit there accruing interest and they never would have paid it. Instead the homeowner finally paid it after a series of reminder notices. Troy Fielding asked what are you going to do, let it get so big that you send it over to the attorney who is going to charge \$280 for one demand letter? At this point Troy Fielding is heard saying that he has to go to someone at his home. President Keith Lindsey then asked to hear from other homeowners. Secretary Vincent Falcon asked how much would the Board be forgiving from the homeowner's perspective that's not going to be reimbursed. President Keith Lindsey said he would have to calculate the loss to the HOA. Vice President Molly Salzwedel stated over \$21? Secretary Vincent Falcon stated that \$21 started it but the fees and everything they've been paid to the lawyers. Vice President Molly Salzwedel stated that she understood that, but was incredulous that it all started over \$21 and that it was crazy. Secretary Vincent Falcon stated that she was right that it was incredible. Secretary Vincent Falcon stated that he believed that Troy Fielding was concerned about exactly what was being forgiven and what the loss to the HOA was. Vice President Molly Salzwedel asked if all of that had to be paid with a \$21 balance? Did a \$75 demand letter have to go out on a \$21 balance? Is that rational? President Keith Lindsey stated that everyone has to remember that this was the previous Board not the current Board and their policy was if there was a balance and they didn't pay it all they would get the next step in the collections process. The next step in the process was a statutory demand letter which cost \$82.95 and title research was \$145 and both of those were on a balance that was less than the cost of each letter. Secretary Vincent Falcon agreed that it was outrageous. President Keith Lindsey stated that from the homeowner's perspective, the homeowner literally paid the amount on shown on reminder notice three. Secretary Vincent Falcon stated that CCM should have called up the homeowner and stated that there was a mistake. President Keith Lindsey stated that there should have been something sent to the Board saying hey, the homeowner has paid all but \$21.46, can we waive the \$1.46 in interest and eat the \$20 reminder notice four? Vice President Molly Salzwedel stated that this tells her what kind of people were previously on the Board. President Keith Lindsey agreed. President Keith Lindsey stated that he wanted to go through all the accounts that owe money and stated that there is one account that owes one penny and he was unsure how someone only owes a penny. President Keith Lindsey continued that he would like to go through those accounts applying the same kind of logic to see what's going on because if he could find it on just the first account that asked for help, what else is in the other accounts? Vice President Molly Salzwedel asked if we wanted to make a motion. President Keith Lindsey stated that he already made a motion to suspend all collection activities for the remainder of 2021. Vice President Molly Salzwedel seconded. President Keith Lindsey then asked Secretary Vincent Falcon to poll the Board. President Keith Lindsey voted yes. Vice President Molly Salzwedel voted yes. Secretary Vincent Falcon agreed to review all the accounts. The motion passed. All collections activity is suspended for the rest of 2021 pending review of the accounts that owe money. Chairman Jamie Lodes asked if most homeowners were OK with that. Secretary Vincent Falcon asked about how much it was going to cost the HOA? President Keith Lindsey stated that he could add it up once he received all the account history. Secretary Vincent Falcon stated that was a fact that the Board should consider and have the homeowners weigh in on. President Keith Lindsey asked if any homeowner had any questions or concerns. Kendra said she had a concern that forgiving someone's collection fees would be penalizing those who paid their dues consistently on time as Troy Fielding had stated. Further, Kendra state that we are adults and we know when we have to pay a bill and to wait to pay a bill is irresponsible and what excuse would the Board allow for someone else not to pay their bill? Vice President Molly Salzwedel stated that this person actually paid their bill in full with the third reminder notice and that was the problem that she was having. Kendra responded that she understood, but how long did it take that homeowner to pay in full? Secretary Vincent Falcon stated that the homeowner didn't pay for two years afterward and that was his concern. Vice President Molly Salzwedel stated that she could see how a homeowner could be frustrated after paying a bill and it still plagued the homeowner. Secretary Vincent Falcon stated that a homeowner can't decide to just

not pay after that. Vice President Molly Salzwedel stated that a lot of people would be like, forget this! Vice President Molly Salzwedel stated that we need to go back and see how many people did pay their bill in full where additional charges that were greater than the amount owed. Kendra stated that she agreed with that. Secretary Vincent Falcon agreed with it, too. President Keith Lindsey asked to address Kendra. President Keith Lindsey said that one of the things that he wanted to point out is that according to our documents the HOA charges 10% per annum and that is all the HOA is permitted to charge. However, the documents also allow for “usual and customary” charges by a property management company. So everything that was in the column on President Keith Lindsey’s spreadsheet that he created was all collection fees that CCM charged. Secretary Vincent Falcon stated that’s how your house gets taken away with all of those exorbitant fees. Vice President Molly Salzwedel stated that its not like the homeowner didn’t pay their dues these are collections from the management company. At that point Secretary Vincent Falcon interrupted and stated they didn’t pay their dues for three years. Vice President Molly Salzwedel stated that they did pay their dues with the third collection notice. President Keith Lindsey also stated that the homeowner paid their dues after the third reminder notice. Secretary Vincent Falcon chimed in that after that the homeowner continued to not pay. Secretary Vincent Falcon agreed about the collection fees on balances that were less than the cost of the collection notice but agreed with Troy Fielding about the homeowner not paying for a couple of years afterward. Troy Fielding chimed in and stated that the homeowner did not pay their balance in full. Troy Fielding stated that \$21 dollars was still on their account, the balance was not paid in full. Troy Fielding further stated that the demand letter issue could be fixed with a clip level in the future. Troy Fielding stated to say that the homeowner paid off their balance is not true. Vice President Molly Salzwedel stated that the homeowner did pay off their balance. Troy Fielding responded that the homeowner did not pay their balance in full. Secretary Vincent Falcon stated that the homeowner did not pay their assessments the following year. Vice President Molly Salzwedel stated that what Secretary Vincent Falcon stated was true, but that the homeowner should have had a zero balance going into the next year. Troy Fielding stated that the homeowner still didn’t pay off their balance and saying that they did was not true. Vice President Molly Salzwedel stated that the homeowner did pay off their balance and then they didn’t pay off their assessment for the next year. Vice President Molly Salzwedel stated that the homeowner’s balance should have been zero going into 2019 but it wasn’t. Secretary Vincent Falcon asked if the homeowner’s balance was zero where would they have been? Vice President Molly Salzwedel stated that if that had happened we would not be talking about it now. Vice President Molly Salzwedel stated that the homeowner paid their balance as of the third reminder letter and they would have started 2019 at zero and we wouldn’t be talking about this now. Troy Fielding stated that there’s a certain period of time that the homeowner had to make that payment before the next collection cycle occurred and the homeowner didn’t do it within that period of time regardless of the amount. Troy Fielding once again stated that this could be fixed with a higher clip level. Troy Fielding stated that the homeowner didn’t pay her bill on time with the third reminder letter and that the homeowner was well into the fourth reminder letter cycle before payment was received. Troy Fielding stated he was in his truck and he could not tell if he was coming across as yelling. President Keith Lindsey stated that Troy Fielding’s audio level was fine. Secretary Vincent Falcon asked if Troy Fielding driving and talking via Zoom on his phone was dangerous. Troy Fielding stated that he was using his laptop through his cell phone and would have to drop off the Zoom meeting in about three minutes. Troy Fielding stated that had the homeowner paid off their balance at any point in the collection cycle it would have stopped. Troy Fielding stated that it’s automatically built into the system and again a clip level could be increased to avoid this situation. Troy Fielding stated that’s a discussion that the Board and CCM can have. Secretary Vincent Falcon stated that would lead to a situation that would avoid this happening in the future. Troy Fielding stated that he didn’t believe that this was the norm. Secretary Vincent Falcon stated that the Board can review it. Troy Fielding stated he sent all Board members the pdf and the Excel spreadsheet of all delinquent accounts earlier that day

and asked President Keith Lindsey if he had seen the email. President Keith Lindsey stated he had not. Secretary Vincent Falcon stated that the Board appreciated all input including Troy Fielding's and thanked everyone. President Keith Lindsey stated that the way he saw it was that the third reminder notice went out and this homeowner didn't pay until 6/7/2018. President Keith Lindsey stated that one of the problem is and remains is that the U.S. mail has been slow at times and that he believes that this may be what occurred here. President Keith Lindsey believes that this should have went to the Board who then should have, in his opinion, waived the \$21.46 for this homeowner and been at zero for the new year 2019. Secretary Vincent Falcon asked if President Keith Lindsey thought that the homeowner would have paid their dues? That this homeowner would not have been frustrated and would have paid their dues on time? Vice President Molly Salzwedel stated that she believed that there would be a higher chance of that. Troy Fielding that when a reminder letter goes out it goes out somewhere on the 3rd of the month and it usually gets to the homeowner by about the 10th. Troy Fielding stated that it gives the homeowner until the 15th to make a payment. Troy Fielding stated that CCM does not go to the next step until about two weeks later. Troy Fielding stated that it gives the homeowner a buffer window in case the homeowner pays on the 15th and that this is completely industry standard. Troy Fielding stated that if a homeowner mails a check on the 15th it doesn't get to the bank lockbox until the 21st or 23rd then they process it and it gets uploaded to the system by the 3rd, so there's a 30-day window from the time a letter is sent until it's uploaded into the system. Vice President Molly Salzwedel asked if CCM goes by the postage date? Troy Fielding stated no, it's due on the 15th and there's no way to monitor it based on the postage because it goes to a lockbox in Arizona. Troy Fielding stated that every management company does this and that there are only about three banks in the country that cater to HOAs. Troy Fielding stated that they don't assess any late fees until two weeks after the 15th on the 1st of the next month just to give the homeowner the extra time to pay and it accounts for any overlap or mailing delay. At that point Troy Fielding dropped off the Zoom call. Secretary Vincent Falcon stated that he thought we lost Troy. President Keith Lindsey said the same. Secretary Vincent Falcon stated that the Board agreed to review the delinquent accounts.

The next item on the agenda was reimbursement to Chairman Jamie Lodes for stolen signs for an April 14, 2021 Board meeting that never took place. President Keith Lindsey stated that he received a communication from Chairman Jamie Lodes and that the signs cost \$5 a piece and there were four signs so the cost would be \$20. President Keith Lindsey made a motion to reimburse Chairman Jamie Lodes for his signs for \$20. Dee Dee Stalnaker stated it sounded reasonable. President Keith Lindsey asked for a second. Secretary Vincent Falcon seconded and stated if it was done for HOA business it should be reimbursed. President Keith Lindsey agreed. Vice President Molly Salzwedel asked what the homeowners thought. President Keith Lindsey then apologized because he forgot to ask the homeowners. President Keith Lindsey then asked the homeowners what they thought. Dee Dee Stalnaker said she thought it was reasonable. Kendra said she thought it was reasonable. President Keith Lindsey then asked if there was anyone else who wanted to weigh in. Secretary Vincent Falcon asked President Keith Lindsey how he voted. President Keith Lindsey voted yes. Vice President Molly Salzwedel voted yes. Secretary Vincent Falcon also approved. The motion carried. It was unanimous. Chairman Jamie Lodes will be reimbursed for \$20 for his stolen signs.

The next item on the agenda was reimbursement to President Keith Lindsey for signs that were stolen for the last Board meeting. President Keith Lindsey stated he had a receipt. Secretary Vincent Falcon asked if we had any idea who stole those signs? Vice President Molly Salzwedel stated that Kendra had raised her hand. Kendra stated that was from earlier in the meeting. President Keith Lindsey showed the receipt for the stolen signs to those in attendance. President Keith Lindsey stated that he put the signs out at for the last Board meeting but they were stolen and he'd like to get the cost of that back which would be \$27.32. Dee Dee Stalnaker stated it sounded reasonable and that if you're putting

out of your own pocket that you should be paid back. President Keith Lindsey thanked Dee Dee Stalnaker. Vice President Molly Salzwedel stated that Veronica Bonilla agreed. President Keith Lindsey recused himself from voting because it pertained to him. Secretary Vincent Falcon polled Vice President Molly Salzwedel. Vice President Molly Salzwedel asked a motion had to be made and then she motioned that President Keith Lindsey be reimbursed for his stolen signs. Secretary Vincent Falcon noted that President Keith Lindsey recused himself from the vote and then polled Vice President Molly Salzwedel who voted yes. Secretary Vincent Falcon approved and the motion carried. President Keith Lindsey will be reimbursed \$27.32 for stolen signs. President Keith Lindsey thanked the Board.

The next item on the agenda was reimbursement to President Keith Lindsey for the certified letter that was sent and never picked up by Troy Evanovich for Wings Landscaping, LLC/Landsys, Inc. President Keith Lindsey stated he had receipts. Secretary Vincent Falcon asked why didn't CCM take care of this? Vice President Molly Salzwedel stated that the Board wanted it done immediately instead of waiting on CCM. President Keith Lindsey stated that he typed it up that night and sent it out the very next morning. Secretary Vincent Falcon stated that if it's done for official business you should be reimbursed. President Keith Lindsey again recused himself from the vote. Dee Dee Stalnaker agreed both on reimbursement and that President Keith Lindsey recused himself from the vote. Vice President Molly Salzwedel made a motion to reimburse President Keith Lindsey for the certified letter. Secretary Vincent Falcon seconded and polled Vice President Molly Salzwedel. Vice President Molly Salzwedel voted yes. Secretary Vincent Falcon voted yes as well. The motion carried. President Keith Lindsey will be reimbursed for the certified letter to terminate Landsys, Inc's contract.

Next item on the agenda was the social function on Dec 4, 2021 from 3 – 5 pm. President Keith Lindsey stated that this was Vice President Molly Salzwedel's baby. Vice President Molly Salzwedel stated that she was writing it down and also stated that there were a couple of people who said that they were interested in helping with it. President Keith Lindsey stated that the last he had heard that Rosa, the next door neighbor to Veronica said that she was good with planning events and asked if Veronica was still on the Zoom meeting call. Veronica responded that she was and would ask Rosa. President Keith Lindsey then asked if Veronica wanted to help. Veronica stated that her father had a stroke and she was taking care of him. Vice President Molly Salzwedel said she would email Veronica and Rosa and Veronica could share contact information with each other. Veronica replied that would not be a problem and also said that anything she could do from home she was willing to do. President Keith Lindsey asked if Veronica would be willing to translate any fliers and things to Spanish for the HOA? Veronica said absolutely she could be our official Spanish translator. President Keith Lindsey said he appreciated it and thanked Veronica. Vice President Molly Salzwedel stated she would put this on her action item list. President Keith Lindsey acknowledged it.

Next item on the agenda was to reduce the annual assessments by \$10 per year to \$170 for 2022. President Keith Lindsey asked for Board discussion. Secretary Vincent Falcon asked if the dues had been raised twice since 2016? President Keith Lindsey stated he didn't know but he thought it was raised in 2017 to \$175 and 2020 to \$180. Chairman Jamie Lodes interjected that the Board raised the dues one year and didn't send out notice that the dues had been raised. Chairman Jamie Lodes stated that the second time it was raised during Covid and it was raised because it hadn't been raised in a long time. Chairman Jamie Lodes stated that was not really a reason to raise it and that some of the homeowners thought it was the wrong time to do it in the middle of Covid. Secretary Vincent Falcon stated that the previous Board only raised the dues \$5 instead of \$10. Chairman Jamie Lodes said that those two times that he recalled the dues were raised. Vincent Falcon asked if this would bring the dues back before Troy? Chairman Jamie Lodes stated he believed so. Dee Dee Stalnaker stated it was when both Troys were in office. Chairman Jamie Lodes said he believed so. President Keith Lindsey

then asked if there was someone who wanted to speak. Veronica stated that Troy Fielding stated that raising the dues was industry standard and she disagreed with it at the time. Veronica also stated that she believed that Troy Fielding would challenge the Board on this decision. President Keith Lindsey said that Troy Fielding can challenge it all he wants. Secretary Vincent Falcon made a motion to reduce the annual assessment by \$10 to \$170 for 2022. Secretary Vincent Falcon then asked for a second. Vice President Molly Salzwedel seconded. President Keith Lindsey then asked Secretary Vincent Falcon to poll the Board. President Keith Lindsey voted yes. Vice President Molly Salzwedel voted yes. Secretary Vincent Falcon also voted yes. The motion carried and the measure passed unanimously. The 2022 annual assessments will be reduced by \$10 to \$170.

Next on the agenda was miscellaneous business. President Keith Lindsey asked for any homeowner concerns or anything that anyone wanted to discuss. Dee Dee Stalnaker said that her concerns were covered earlier. Secretary Vincent Falcon told her to contact us directly if she or Lee Stalnaker have anymore issues. President Keith Lindsey asked Secretary Vincent Falcon to put out the email that he setup when they were canvassing for the Special Meeting. Secretary Vincent Falcon asked if it was the email that Chairman Jamie Lodes setup. Chairman Jamie Lodes responded that it was: changebphoa@gmail.com. Secretary Vincent Falcon asked Chairman Jamie Lodes to put it in the chat. President Keith Lindsey stated that if anyone had anything that they need all three Directors and the Chairman of the ACC all of whom are on his team will receive it and we will get back to you. Dee Dee Stalnaker asked if that was an address to mail to? President Keith Lindsey stated no, email. Vice President Molly Salzwedel stated it was just our email. Dee Dee Stalnaker that's what she meant, email. President Keith Lindsey affirmed it. Chairman Jamie Lodes said that if someone sends an email to that address all of us will get it and respond. Secretary Vincent Falcon said that all of us will get it and we all monitor the same account. President Keith Lindsey stated that the team and the Board are trying to make themselves available to the HOA because that was something that we were told when we were canvassing that people are disconnected to the Board. President Keith Lindsey said that since he's been on the Board he's been doing everything in his power to answer homeowner questions and aid homeowners in any way. President Keith Lindsey said that if anyone has anything to let the team know about that any homeowner can email us and at least one of us will respond. Veronica Bonilla stated that it's such a positive change and that it's such a way to connect with people and other homeowners and she appreciates the change. President Keith Lindsey told Veronica she was welcome and thanked her. President Lindsey then told everyone to hold the team and the Board in particular accountable. President Keith Lindsey stated that if someone sees something that they do not like, to let the Board know about it. Dee Dee Stalnaker said that she would also let us know about things that they do like. Secretary Vincent Falcon stated the same as President Keith Lindsey. President Keith Lindsey stated that the team is pretty responsive and unlike the previous Board, if you need to get a hold of us we're usually pretty easy to get a hold of. President Keith Lindsey stated he has his gmail account out in the public for anyone that wants to get a hold of him and he has given his cell phone number out to numerous people so if anyone has anything that they want to know about to let him or a member of his team know. President Keith Lindsey stated that there have been times when Chairman Jamie Lodes has received a contact from a homeowner, then contacted President Keith Lindsey and President Keith Lindsey contacted the homeowner. Secretary Vincent Falcon stated that we work for Bradford Park. Vice President Molly Salzwedel agreed and so did President Keith Lindsey. Kendra asked if she could ask an off-the-wall question. President Keith Lindsey told her sure. Kendra asked what is it agreed upon for decorations for the holidays? Secretary Vincent Falcon stated that we haven't discussed it. Chairman Jamie Lodes stated as much as possible! Let's decorate these houses! Dee Dee Stalnaker asked if Kendra asked about the entries to Bradford Park home decorations? Kendra responded like Halloween, Thanksgiving, Christmas, Easter, etc. Vice President Molly Salzwedel stated that there are no restrictions on decorations we've always loved it when homeowners decorate and we usually have a

decorating contest. Vice President Molly Salzwedel stated that the Board should reinstate that. Chairman Jamie Lodes stated that since we took over we haven't done the yard of the month because one of those signs disappeared and that ACC was thinking about giving yard of the month to the most decorated home for Halloween. Chairman Jamie Lodes also stated he liked to see it when homeowners decorate their homes for the holidays and most people do. Dee Dee Stalnaker stated that the haunted house on Elizabeth Anne is really good. Jamie Lodes stated that he wasn't sure if the homeowner was doing the haunted house on Elizabeth Anne this year. Vice President Molly Salzwedel stated that Don & Mary and Mary is going through cancer treatments. Chairman Jamie Lodes said that normally their house is all decked out but he didn't see anything when he drove by because they're going through some personal stuff. Kendra thanked the team and stated that she gets a little crazy for Halloween and she didn't want to offend anyone. Someone asked where Kendra lived and she responded on Donnell. President Keith Lindsey responded that so is Molly and Vince and Jamie. Chairman Jamie Lodes responded that he was 2942. Kendra said she was 2936. Chairman Jamie Lodes said that he thought he saw her decorations. Kendra then asked about solar panels and her notice that she got from CCM. Kendra stated that she and her husband bought the home in February and got the notice in May, so how does Troy Fielding say that inspections are done every two weeks? President Keith Lindsey stated that was a good question. Vice President Molly Salzwedel stated she asked the same question. Secretary Vincent Falcon asked if there was a way for Kendra to just fill out an ACC request and have it approved so she never has to hear about her solar panels again? Vice President Molly Salzwedel stated that if those solar panels were there before then Kendra and her husband shouldn't need an ACC request. Secretary Vincent Falcon stated that it would be documented at that point. President Keith Lindsey stated he wanted to point out something to everyone so that they understood what was going on. President Keith Lindsey showed everyone bphoa.info and told everyone that it was run from his house on his servers. President Keith Lindsey stated that there is a tab called "Perm Docs" which is an abbreviation for "Permanent Documents" and underneath that there is a tab called "Governing Documents" and under there are a bunch of PDFs and the last four are the governing documents for our Association. President Keith Lindsey showed everyone the addendum to the Declaration that was put out by Michelle Risko in 2012 which includes the rules for and about solar energy devices. Secretary Vincent Falcon stated that the rules state that an ACC request is needed for approval of solar energy devices. Vice President Molly Salzwedel stated that if the previous homeowner did that then the new homeowner shouldn't need an ACC request for something that they've bought into. Secretary Vincent Falcon asked if we could look into whether the previous homeowner put in a request for solar panels? Secretary Vincent Falcon stated that if they have there should be documentation of that fact and if they didn't then a variance could be granted. President Keith Lindsey stated that it would have to go through ACC first. Chairman Jamie Lodes said that we should tell CCM not to send Kendra and her husband anymore letters about the solar panels. Kendra stated that she didn't think that Troy Fielding will send her another letter again because she really chewed him out. Secretary Vincent Falcon said, "Good!" and thanked Kendra. Kendra stated that she felt he was bullying a new homeowner and she didn't feel that was justified and that if he really wanted her to go tat-for-tat she'll take pictures everyday of every violation and send them to him. Kendra stated that Troy Fielding hasn't bothered her since. Dee Dee Stalnaker asked when ACC approves or disapproves a request if it was recorded under a name or an address? President Keith Lindsey stated that he believed it was recorded under an address. Secretary Vincent Falcon asked Chairman Jamie Lodes if he knew as the Chairman of the ACC Committee. Chairman Jamie Lodes stated that when he goes into Smart Webs to view a request it has both address and name. Dee Dee Stalnaker said she was just wondering if Kendra's solar panel issue was under a name or an address. Secretary Vincent Falcon stated that was a good point and that we'll have to look into that. Chairman Jamie Lodes stated it was by address. President Keith Lindsey stated he thought it was by address. President Keith Lindsey asked Kendra how new of a homeowner was she to Bradford Park? Kendra responded February 2021. President Keith Lindsey said that was right when he was

elected to the Board. Secretary Vincent Falcon told her welcome! Kendra said she was new to Texas. The entire Board welcomed her to Texas and Bradford Park. Vice President Molly Salzwedel noted that Alvaro's hand was raised and asked if he had a question. Alvaro stated that a concern of his was to clean the asparagus spears out of the agave plants at Bradford Park and High Country and it's dead and it looked really bad and if the HOA could do a one-time cost to get rid of those plants. Dee Dee Stalnaker asked if Alvaro meant the big shoots out of the agave plants themselves? Alvaro stated yes and that's what those plants do just before it dies and that it died during the cold snap in February. Alvaro said it's been there for the last few months and looks bad. Dee Dee Stalnaker said if it was asparagus that she'd go and eat some of it. Vice President Molly Salzwedel stated the same. Alvaro said that unfortunately it's not the edible type of asparagus. President Keith Lindsey stated that this was something that he didn't understand and kind of wished that Troy Fielding was still on the call, but the HOA has paid a bunch of money per month for landscaping this year, yet these plants that are dead have been sitting there for months just looking bad. Secretary Vince Falcon interjected that Troy Evanovich believes he has a contract through the end of the year. President Keith Lindsey said that the contract was rescinded. Secretary Vincent Falcon stated that for the price we paid for landscaping those plants should have been pulled up months ago and that President Keith Lindsey was absolutely right. Lee Stalnaker asked as a concerned homeowner, how would the Board feel about a homeowner taking care of the dead plants at the Bradford Park entrance sign? Vice President Molly Salzwedel asked if Lee Stalnaker was suggesting that we have a community day and take care of the landscaping along High Country? Lee Stalnaker responded not necessarily. Secretary Vincent Falcon said that Lee said he was going to do it. Lee Stalnaker stated that he would be willing to go and take care of it on his own at no cost to the HOA and how does that HOA Board feel about that? Dee Dee Stalnaker said that if the Board wanted something planted in it's place that would be a different story. Secretary Vincent Falcon said he would not object. President Keith Lindsey said he would not object either but his only concern would be if Lee got hurt in the process that the HOA would be liable. Dee Dee Stalnaker stated that Lee is a big boy and he can handle it. Lee Stalnaker stated that he would take full responsibility for any injuries that occurred on the job. President Keith Lindsey stated he would not have a problem with that. Vice President Molly Salzwedel said she would not have a problem with it, either. Lee Stalnaker said that's all he needed to hear and thank you very much. Secretary Vincent Falcon said that he motioned have Lee Stalnaker on the entrance-way sign team and he can do whatever he wants. Lee Stalnaker said that his truck was in the shop he hopes to get it back in the next couple of days and we'll see how quickly we can get this done. Vice President Molly Salzwedel said that Alvaro was willing to help Lee take care of those plants and that we would get Alvaro and Lee's contact information to each other to coordinate. President Keith Lindsey exclaimed, "Outstanding!" and said that's what he loves about this community: everyone is willing to pitch in and he loved it! Chairman Jamie Lodes said that he walked away for a bit and asked what he missed? Then Chairman Jamie Lodes said that he looked in Smart Webs has both the owner's name and address. Secretary Vincent Falcon asked if there was any history in smart webs about the solar panels? President Keith Lindsey said that Vice President Molly Salzwedel said that Alvaro had raised his hand and asked Alvaro what he needed? Alvaro said that was an old hand raised. Vice President Molly Salzwedel said that was the whole asparagus plant thing. Vice President Molly Salzwedel asked Chairman Jamie Lodes to send Alvaro and Lee Stalnaker each other's email address. Chairman Jamie Lodes asked if they were both on his email list and if they were he can email each of them. Lee and Dee Dee Stalnaker stated that they know Lee was on Chairman Jamie's email list. Chairman Jamie Lodes said that he knew Alvaro was so he would send each other's contact info to them. President Keith Lindsey asked if there was anything else anyone had? Lee Stalnaker said he's been thinking about it for a couple of years now but he would like to have a block party for just Adelen Lane. Lee Stalnaker said he wanted to contact only Adelen Lane residents and have smoked brisket and sides and a meet and greet just to get to know the newer neighbors. Lee Stalnaker asked what the Board thought about a

block party just for Adelen Lane. Vice President Molly Salzwedel reiterated that it would just be for Adelen Lane. President Keith Lindsey asked if Lee Stalnaker wanted to do that with HOA funds? Lee and Dee Dee Stalnaker said absolutely not, just HOA permission. Chairman Jamie Lodes said he believed that they just needed to go and do it. President Keith Lindsey stated that the Stalnakers didn't need HOA permission for that. Vice President Molly Salzwedel stated that they didn't need HOA permission and to go for it. President Keith Lindsey suggested that they look into a permit from Round Rock especially if the Stalnakers were looking to block off a street for the party. Vice President Molly Salzwedel stated that if the Stalnakers wanted to they could request that the HOA President request from the City of Round Rock to block off streets for that block party. President Keith Lindsey agreed. Vice President Molly Salzwedel stated that the Stalnakers don't need the Board's permission to gather with neighbors. Secretary Vincent Falcon stated that the Board encourages it. Lee Stalnaker said he would check with the City of Round Rock and if anything is need from the HOA he would let the Board know. Chairman Jamie Lodes said that if he smells brisket he may show up. Lee Stalnaker said he was planning on a couple of briskets and that it probably won't happen until next Spring. Becky Freed raised her hand and said she wanted to thank President Keith Lindsey for helping her with her yard. President Keith Lindsey said she was welcome. Becky Freed then said that she wanted to add about the newsletter that it used to have information on community residents who were willing to help other in the community with different things like babysitting, or if the resident has a side business or whatever and the newsletter had a lot of good gardening tips.

President Keith Lindsey stated that the last item on the agenda before Executive Session was to set a tentative date for the next Board meeting. President Keith Lindsey asked the Board members when in November they were available. Vice President Molly Salzwedel said that November was tough because of Thanksgiving and wanted to know if we could aim for the first week in December. President Keith Lindsey stated that the HOA is supposed to have at least quarterly Board meetings but that the HOA has been having Board meetings more often to get our arms around the mess and that he wanted to keep that pace as much as possible. President Keith Lindsey stated that Secretary Vincent Falcon asked for future Board meetings to be at 7:00pm and President Keith Lindsey asked if that was a problem. Vice President Molly Salzwedel said no but she hoped that more frequent Board meetings would mean shorter meetings. President Keith Lindsey stated that this Board meeting was a long one. Secretary Vincent Falcon stated that he works until 7:00pm and earlier Board meetings would mean that he would have to miss them. Vice President Molly Salzwedel stated that we would accommodate him as he was important. President Keith Lindsey stated he wanted to make sure that his Board members were present. President Keith Lindsey stated that December 2 is the first Thursday in December and also his 56th birthday. Secretary Vincent Falcon said for us not to have it that day because it was a personal day for President Keith Lindsey. Vice President Molly Salzwedel asked if we could have the next Board meeting on the 1st of December? Both Vice President Molly Salzwedel and Secretary Vincent Falcon said they were good with December 1, 2021 at 7:00pm. President Keith Lindsey stated that in previous years there have not been enough bids for services to the HOA by vendors and it's one of the things that the Board is working to fix. President Keith Lindsey stated that Vice President Molly Salzwedel is already looking into landscaping and that he is looking into property management bids and he has received three so far with a possible fourth one. President Keith Lindsey said it depends on how things go, but the goal is to change property management companies and get rid of CCM. Secretary Vincent Falcon stated that we were going to look at all options. President Keith Lindsey stated that was true and that we were going to be as good with everyone's money as much as possible.


At this point, President Keith Lindsey asked those who were not Board members to leave the meeting so that the Board could go into Executive Session.

In Executive Session, the Board went over the Financials. The last item in Executive Session, Provide status of four highest owing accounts to the Board. (update from 2021-06-02 Board meeting). was not possible because Troy Fielding was not present.

The Board meeting ended at approximately 10:05pm.

Owners Association of Bradford Park, Inc.
Approval of October 28, 2021 Board Meeting Minutes

We, the undersigned, hereby certify that these October 28, 2021 Board Meeting Minutes were approved by a unanimous vote of the Board of Directors at the December 15, 2021 Board Meeting.



Keith A. Lindsey, MBA
President,
Owners Association of Bradford Park, Inc.



Vincent Falcon
Secretary,
Owners Association of Bradford Park, Inc.