

Owners Association of Bradford Park, Inc.
Agenda for
Wednesday, July 27, 2022 @ 7:00pm
Board Meeting

Old Business:

- Approval of the March 30, 2022 Board meeting minutes
- Approval of the May 25, 2022 Board Meeting minutes
- Update on billing error
- Update on Mailbox lighting
- Update on painting house numbers at curb

New Business:

- Approval of Legislative changes Policies required by the State of Texas and drafted by the HOA attorney.

Homeowner Concerns

Executive Session

Owners Association of Bradford Park, Inc.
Wednesday, July 27, 2022 @ 7:00pm
Zoom Meeting
Board Meeting Minutes

All three Directors, President Keith A. Lindsey, Vice President Molly Salzwedel and Secretary Vincent Falcon were present establishing a 100% quorum for this meeting. Property Manager Joe Gains was also present.

The meeting was called to order by President Keith Lindsey at 7:06pm

Old Business:

Approval of the March 30, 2022 Board meeting minutes and the May 25, 2022 Board meeting minutes:

The minutes of the last two meetings, March 30, 2022 and May 25, 2022 were due for approval. Secretary Vincent Falcon stated he had the minutes but had not yet sent them out to the other Board members to review and subsequently, the minutes were not available to approve. President Keith Lindsey stated that the Board is required to approve them in an open Board meeting which meant that those minutes would have to be approved at the next Board meeting scheduled for September 28, 2022. Secretary Vincent Falcon was questioned as to why the minutes were not completed.

Following that, Secretary Vincent Falcon asked Property Manager Joe Gains if he could take over the task of composing the minutes as Secretary Vincent Falcon did not wish to perform this task any longer. President Keith Lindsey stated that if Property Manager Joe Gains were to take over this task, it would be an additional charge by Goodwin & Co. to Bradford Park and that per Bradford Park's documents, it is the Secretary who takes the minutes. Secretary Vincent Falcon asked how much that charge would be and Property Manager Joe Gains responded that it would be \$95 per hour. Secretary Vincent Falcon asked if that included the actual meeting or if it was an additional charge. Property Manager Joe Gains responded that it was an additional charge and that Goodwin & Co. doesn't want their property managers doing minutes when they are supposed to be running the Board meeting and taking notes of what are requested of them.

Vice President Molly Salzwedel and President Keith Lindsey objected to Secretary Vincent Falcon not wanting to take the minutes of the Board meetings. Vice President Molly Salzwedel reiterated that it is the Secretary's job to take the minutes and Vice President Molly Salzwedel was not in favor of paying Goodwin & Co. additional money for Property Manager Joe Gains to take minutes. President Keith Lindsey concurred. After some discussion, President Keith Lindsey volunteered to take the minutes for this meeting, July 27, 2022, on behalf of Secretary Vincent Falcon. Secretary Vincent Falcon stated he would send out the previous Board meeting minutes after this Board meeting and those minutes would be ready by the next Board meeting.

Update on billing error:

Property Manager Joe Gains updated the Board on the billing error and stated that the Board had previously voted to suspend all negative collection activity until July 1, 2022. Being that date has passed, Goodwin & Co. was resuming negative collection activity against all accounts that owed a balance. Property Manager Joe Gains stated that any homeowner who had proof that they had already paid just needed to send proof of payment to Goodwin & Co. and that homeowner would be properly credited.

Update on mailbox lighting:

Secretary Vincent Falcon stated that he had reached out to the Double Creek Post Office and left a message, but to date has not contacted by anyone at that post office. Secretary Vincent Falcon stated that in order to put lighting on or near the post office mailboxes, permission from the Post Office is required.

Secretary Vincent Falcon also brought up the broken mailboxes at Bradford Park Drive and Elizabeth Anne Lane. President Keith Lindsey interjected that a homeowner had complained about that mailbox and President Keith Lindsey had reached out and called the Double Creek Post Office on behalf of this homeowner.

President Keith Lindsey stated that he talked with Johnny, a supervisor at the Double Creek Post Office. Johnny stated that the Post Office contracts out to a company in San Antonio to repair and replace broken mailboxes. President Keith Lindsey asked Johnny if there was anything the HOA could do to expedite the process. Johnny responded no, that the contracted company would have to do the repairs. President Keith Lindsey gave Johnny his information including his email and telephone number and for Johnny to let President Keith Lindsey know if there was anything the HOA could do to get the process expedited to repair those mailboxes.

President Keith Lindsey stated that to date, he had not been contacted by anyone at the Double Creek Post Office. President Keith Lindsey stated he would call the Double Creek Post Office and find out the status of those mailbox repairs.

Update on painting of house numbers at curb

Vice President Molly Salzwedel stated that there has not been a great response to the painting of house numbers at the curb. ACC Chairman Jamie Lodes stated that there was 6 or 7 total responses to the newsletter article about painting of house numbers at the curb. Vice President Molly Salzwedel stated that she thought it would be better if a day was chosen and fliers were put on each door and the homeowners could then decide if they wanted the service done or not.

Vice President Molly Salzwedel stated that because of the sweltering heat of this summer that it would be dangerous to have anyone, particularly children (boy scouts, girl scouts) painting in the heat. ACC Chairman Jamie Lodes stated that he too, was concerned about the heat and having his son's Boy Scout Troop doing this task. ACC Chairman Jamie Lodes stated that he would talk to the Troop leader in the near future about this task.

ACC Chairman Jamie Lodes stated that we could still do those homes that had requested the task be done for their home. Vice President Molly Salzwedel agreed. Vice President Molly Salzwedel stated that the materials, including the paint, can be checked out at the Round Rock Library for free and can be borrowed for two weeks at a time.

ACC Chairperson Jamie Lodes said that the next troop meeting was August 8th, 2022 and that he would bring it up at the next troop meeting and he would let us know what they say.

Homeowner Jessica Arceneaux stated that in Southcreek the Neighborhood Association did paint the house numbers at the curb, but did so in the morning before the temperature was too hot. Homeowner Dee Dee Stalnaker stated that she agreed with that and that it could be done over a series of days whenever it could be done.

President Keith Lindsey stated that at the last Board meeting that there were some homeowners who did not want the house numbers painted at their curb and the Board was trying to figure a way to accommodate those homeowners. Homeowner Dee Dee Stalnaker reminded everyone that there are offsite homeowners who rent their homes, but that she would like to see the subdivision uniformly have house numbers painted on the curb and that it would be beneficial for things like emergency services. Vice President Molly Salzwedel and President Keith Lindsey agreed.

Vice President Molly Salzwedel stated she would like to see something like house numbers painted at the curb to be added to our deed restrictions. President Keith Lindsey stated that would require 187 yes votes and that there are a whole lot of other things that he would like to see changed in the deed restrictions if such a threshold was achieved.

Lee Stalnaker interjected that he would be available most mornings if there was an impasse in getting people to help with the task. ACC Chairman Jamie Lodes stated he was sure that there were scouts willing to do the task to advance in rank. President Keith Lindsey stated he would be willing to sign something to aid in their quest. Dee Dee Stalnaker stated that we should emphasize that this is a no-cost service on any door-hangars.

New Business:

Approval of Legislative changes Policies required by the State of Texas and drafted by the HOA attorney:

President Keith Lindsey stated that these documents are required of every HOA in the State of Texas and should have been done either just before or just after September 1, 2021. However, the current Board didn't take control of the Board until September 29, 2021 and then a series of events took precedence over getting these documents drafted and approved until now.

Security Measures Policy -

President Keith Lindsey stated that he had questions about the specificity about the materials required by this policy and asked Property Manager Joe Gains if

this level of specificity was normal. Property Manager Joe Gains stated it was. ACC Chairman stated he was not keen on the specificity of the policy and wanted to review with his ACC Committee and have the ACC Committee vote on it before the Board voted on it. President Keith Lindsey made clear that he sent all of these documents to every Board member, the ACC Chairman, Jamie Lodes, and Property Manager Joe Gains so that everyone would have time to read and review these policies prior to this Board meeting.

President Keith Lindsey then asked if everyone was OK with the verbiage that was written or if anyone wanted any language changed by the HOA attorney. ACC Chairman Jamie Lodes was OK with most of it and thought that the only issue was the specificity of the materials required by the policy as written. Property Manager Joe Gains stated that the level of specificity is there to disincline a homeowner from putting in such security fencing and also so that other materials such as barbed wire could not be used by the homeowner for security fencing. Vice President Molly Salzwedel stated that ACC should drive what materials and colors are acceptable and therefore ACC should dictate what materials and colors are stated in this policy.

ACC Chairman Jaime Lodes asked the Board to table this policy until he could review with his ACC Committee. Vice President Molly Salzwedel made a motion to table further discussion about this policy until the next Board meeting thereby giving ACC the opportunity to review the policy and propose any changes they see fit. President Keith Lindsey seconded the motion. The vote was unanimous and the motion carried. Further discussion of this policy is tabled until the September 28, 2022 Board meeting.

Religious Display Policy -

Secretary Vincent Falcon stated he didn't see any value in adopting such a policy but understood that it was required by Texas law. Several examples of why restricting the religious displays were discussed as well as holiday nativity scenes. Property Manager Joe Gains stated that the policy requires ACC approval of permanent religious structures, not temporary ones. President Keith Lindsey made a motion to approve this policy. President Keith Lindsey and Vice President Molly Salzwedel voted for approving the policy as written, Secretary Vincent Falcon voted against it stating that he didn't see the value in the policy and that he found it too restrictive. The motion carried and the policy is approved. President Keith Lindsey will do the required notary services and send the originals to the HOA attorney to be filed with Williamson County and also request that a filed copy be sent back to the Board.

Bid Solicitation Policy -

President Keith Lindsey stated that this policy was for bids that equaled or exceeded \$50,000. Secretary Vincent Falcon stated he agreed with this policy. ACC Chairman Jamie Lodes asked if there wasn't already a policy in place that at least three bids need to be received before the Board could choose one of

them. President Keith Lindsey stated that for ordinary bids below \$50,000 that the Board needs at least two bids before they can make a decision and stated that in the case of our landscaping company, two bids were submitted, but many more than that were asked for bids but those companies declined to bid because the job was so small. Vice President Molly Salzwedel affirmed President Keith Lindsey's landscaping explanation.

President Keith Lindsey made a motion to approve the Bid Solicitation Policy. Vice President Molly Salzwedel seconded. The vote was unanimous. President Keith Lindsey will do the required notary services and send the originals to the HOA attorney to be filed with Williamson County and also request that a filed copy be sent back to the Board.

209 Hearing Policy -

Property Manager Joe Gains explained that this policy is for appeals of ACC denials to the Board and outlines the exact format for a hearing before the Board. ACC Chairman inquired that he thought that there was already something in the HOA documents that outlined a hearing before the Board. Property Manager Joe Gains stated that may be so, but this supersedes the HOA documents and makes the process uniform throughout the State of Texas.

President Keith Lindsey made a motion to approve this 209 Hearing Policy. Vice President Molly Salzwedel seconded. The vote was unanimous and carried. President Keith Lindsey will do the required notary services and send the originals to the HOA attorney to be filed with Williamson County and also request that a filed copy be sent back to the Board.

Homeowners Concerns:

Lee Stalnaker asked if any Board member had sent a request to the Round Rock Parks and Recreation Department to service the fountain in the pond near 2615 Andres Way. President Keith Lindsey said no but he will call the City and ask them to service it.

Lee Stalnaker asked about the Gattis School Road widening and if that would take away a large portion of the lots on Bradford Park Drive? The Board did not know. Vice President Molly Salzwedel stated that she was not happy with possible changes to Gattis School Road that will make it so that only right turns are possible onto Gattis School Road from Bradford Park Drive. President Keith Lindsey stated that he was not plugged into the City but that he would call and find out more information about the Gattis School Road widening project.

Lee Stalnaker then stated about the soon-to-be seven-story apartment building to be built behind the homes on Donnell Drive. ACC Chairman Jamie Lodes stated he was not happy about that and President Keith Lindsey apologized for getting his dates mixed up and not going to the second hearing about that project. ACC Chairman Jamie Lodes stated that he believed it would not have made a difference as powerful and well-funded people were in favor of that project.

Homeowner Jessica Arceneaux asked if the newsletter was or could be delivered electronically? President Keith Lindsey stated that there is a link in the newsletter to get a copy via the web, but

thought that because of the advertising it had to be delivered by postal mail. Vice President Molly Salzwedel stated that she thought it was a separate fee by Neighborhood News to have the newsletter delivered by email. Vice President Molly Salzwedel stated that the HOA pays the postage for the newsletter to Neighborhood News. President Keith Lindsey asked Vice President Molly Salzwedel if she had received the CSV file he had sent her that consolidated the names and addresses for Neighborhood News to use to send out the newsletter. She said she sent it but would check with them again.

Vice President Molly Salzwedel asked about doing a Fall Garage Sale. Vice President suggested Saturday, November 5, 2022 from 07:00 to 12:00 for the Neighborhood Garage Sale. President Keith Lindsey said that he would put it on bphoa.info.

Vice President Molly Salzwedel asked about starting planning for 3NO now instead of waiting until the last moment. President Keith Lindsey said absolutely. Vice President Molly Salzwedel stated she would start lining vendors up now so that everything is ready for 3NO.

The Board then went into executive session and asked all homeowners to leave the Zoom call.

Executive Session:

In Executive Session, the Board voted 2 – 1 to zero-out low balances on the books that may or may not be valid because of the troubled transition and the fact that CCM never turned over Bradford Park's documents, particularly the payment records. The total of those low balances was less than \$400. President Keith Lindsey and Vice President Molly Salzwedel voted in favor. Secretary Vincent Falcon voted against.

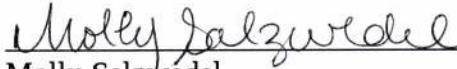
The Board meeting ended at 8:26pm.

Owners Association of Bradford Park, Inc.
Approval of July 27, 2022 Board Meeting Minutes

We, the undersigned, hereby certify that the board meeting minutes of July 27, 2022 were approved by a vote of the Board of Directors at the September 28, 2022 board meeting.



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



Molly Salzwedel
Vice President,
Owners Association of Bradford Park, Inc.

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