

Owners Association of Bradford Park, Inc.
Agenda for
Wednesday, November 9, 2022 @ 7:00pm
Board Meeting

Old Business:

Secretary Vincent Falcon:

- Gather information on installing light poles on city property around the mailbox's or possibly a fence post owned by a member.
- Research safety lighting that will fit the new requirements then provide picture of the lighting available and check on required permits and costs.
- Send Board link to mailbox lighting examples.
- Minutes of 2022-09-28 BOD Meeting.
- Finalize 2022-03-30 BOD Minutes.
- Finalize 2022-05-25 BOD Minutes.

Vice President Molly Salzwedel:

- Post Mortem of NNO.

President Keith Lindsey:

- Update bphoa.info.
- Help with and attend 3NO.
- Sign Security Policy at Notary, send to Mr. Brown and request copy for our and Goodwin's Records.
- Review 2022-03-30 BOD Minutes.
- Review 2022-05-25 BOD Minutes.
- Review 2022-09-28 BOD Minutes.

ACC Chairman Jamie Lodes:

- Update on the curb number painting project.
- Sign Security Policy.

New Business:

- Approve 2022-03-30 BOD Minutes.
- Approve 2022-05-25 BOD Minutes.
- Approve 2022-09-28 BOD Minutes.
- Discuss broken Mailboxes on Bradford Park Drive near Elizabeth Anne Lane.
- Set 2023 Assessment Rate.

Homeowner Concerns

Executive Session:

- Financials
- Finalize 2023 Budget.
- 2021 Audit.
- 2022 Audit.

Owners Association of Bradford Park, Inc.
Wednesday, November 9, 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 and ACC Chairman Jamie Lodes were also present.

The meeting was called to order by President Keith Lindsey at 7:03pm.

Old Business:

- Secretary Vincent Falcon stated he didn't have anymore information about installing light poles on city property and that Secretary Vincent Falcon was waiting on a return phone call and that Secretary Vincent Falcon would likely go to the City offices sometime this month to see who has the authority.
- Secretary Vincent Falcon stated Secretary Vincent Falcon believed that the least expensive solution would be to get solar LED lighting that was attached to each mailbox and that lighting that requires a fixed pole would be more expensive. President Keith Lindsey asked Secretary Vincent Falcon to send the Board links to examples of the lighting that Secretary Vincent Falcon is talking about. Secretary Falcon stated that Secretary Vincent Falcon didn't have any actual bids on them yet. President Keith Lindsey said that right now we are just looking at options. Secretary Vincent Falcon asked how many poles would be required if we were to install poles with lighting. President Keith Lindsey responded that there are seven mailboxes to illuminate. President Keith Lindsey asked Secretary Vincent Falcon to send links to examples that Secretary Vincent Falcon is looking at so the Board can make a more informed decision.
- The minutes for 2022-09-28 Board Meeting were unanimously approved by the Board.
- The minutes for 2022-03-30 Board Meeting were unanimously approved by the Board.
- The minutes for 2022-05-25 Board Meeting were unanimously approved by the Board.

Vice President Molly Salzwedel gave a post mortem of National Night Out.

- Vice President Molly Salzwedel said that she thought it went really well. Vice President Molly Salzwedel thanked Keith Lindsey for meeting the vendor, Moonwalk Round Rock, who provided the bouncy house, popcorn machine and cotton candy machine as well as a table and all the accoutrements and also those who helped set everything up. Tanya Lindsey and Irene Turner helped to make and serve popcorn and cotton candy. The Round Rock Fire Department and Round Rock Police Department also attended. One of the Round Rock Police brought a drone and hung out for the entire event. Smokey Mo's brought sandwiches and gift cards were given away. President Keith Lindsey stated that he had fun and at first he felt like a fish out of water because he's not much of a party planner, but that people that showed up pitched in and helped. President Keith Lindsey also thanked Vice President Molly Salzwedel for coordinating and planning the event and that the event went off without a hitch.

President Keith Lindsey then went through his list.

- President Keith Lindsey updated bphoa.info.
- President Keith Lindsey attended National Night Out and helped setup and take down the event.
- President Keith Lindsey signed the security policy, sent it to Mr. Brown, the HOA attorney and requested a copy for our and Goodwin's records. That policy can be accessed at bphoa.info.

- The minutes of the March 30, 2022, May 25, 2022 and September 28, 2022 Board meetings were approved earlier in this meeting by the Board.

President Keith Lindsey then asked if Chairman Jamie Lodes was still on the meeting. Several people said that Chairman Jamie Lodes was not. President Keith Lindsey then stated that Chairman Jamie Lodes had called President Keith Lindsey and updated President Keith Lindsey as to Chairman Jamie Lodes' action items.

- President Keith Lindsey stated that Chairman Jamie Lodes signed the Security Policy and that Chairman Jamie Lodes and Chairman Jamie Lodes' son, James Lodes went and did the curb painting for those who had requested curb painting be done. President Keith Lindsey further stated that Chairman Jamie Lodes told him that the curb painting materials borrowed from the Round Rock Library were kind of a mess and that the process took longer than anticipated to complete. Chairman Jamie Lodes recommended that if the Association were to do anymore of these, that the Association procure their own kit. President Keith Lindsey further stated that Chairman Jamie Lodes informed President Keith Lindsey that there were issues with cars parked over the driveway apron in some cases which prevented those driveways from being painted. President Keith Lindsey stated that Chairman Jamie Lodes informed President Keith Lindsey that all of the requests that came through changebphoa@gmail.com were done and anyone who would want their driveway apron painted with their house number to send an email to changebphoa@gmail.com. President Keith Lindsey then thanked Chairman Jamie Lodes and his son, James Lodes for doing that work on behalf of the Association.

President Lindsey then went on to new business. The minutes of March 30, 2022, May 25, 2022 and September 28, 2022 were all approved earlier in this meeting by the Board.

There was discussion about a broken mailbox on Bradford Park Drive near Elizabeth Anne Lane. President Keith Lindsey stated that President Keith Lindsey keeps getting emails from homeowners complaining about this broken mailbox. President Keith Lindsey visited the Double Creek Post Office and was told in late September that the mailbox was ordered but that the Post Office did not know when it would be installed. President Keith Lindsey told the homeowner who was complaining the most that this was not a HOA function, it was a function of the United States Postal Service a part of the Federal Government. President Keith Lindsey stated that the Association could pay for a mailbox and then have the Post Office put it in for the Association. President Keith Lindsey told the homeowner who was complaining the most that perhaps that homeowner should write his elected representatives, Senator Ted Cruz, Senator John Cornyn and/or Representative Pete Sessions. Vice President Molly Salzwedel suggested that President Keith Lindsey write letters to our elected representatives on behalf of the homeowners. President Keith Lindsey asked if the other two Directors would be willing to sign it as well as him. Property Manager Joe Gains said to send him the letter(s) and he would do whatever the Board wanted done with it. Secretary Vincent Falcon asked that if the Association were to replace mailboxes and install them in the future, would the Association be responsible for any future replacement costs. President Keith Lindsey stated that he didn't think so because the Association would be replacing things that were the responsibility of the Federal Government. President Keith Lindsey also stated that the person President Keith Lindsey spoke with at the Double Creek Post Office stated that the cost of those mailboxes is around \$2,000 per mailbox set, not including installation. Vice President Molly Salzwedel stated she's against buying mailboxes to replace damaged or vandalized mailboxes because it's the Federal Government's job and that's what we as taxpayers pay them to do. Both Secretary Vincent Falcon and President Keith Lindsey agreed.

President Keith Lindsey then moved on to the topic of setting the 2023 Assessment rate. President Keith Lindsey stated that the Board had not finalized the 2023 budget and that it was on the agenda for Executive Session. President Keith Lindsey then stated that he looked over the 2023 budget that Property Manager Joe Gains put forth and President Keith Lindsey did not see anything alarming about it and that with those numbers the 2023 Assessment Rate should remain as it was for 2022 at \$170.00. Property Manager Joe Gains stated that the 2023 budget should be approved in an open Board meeting. The Board then reviewed the budget. Property Manager Joe Gains stated that he didn't believe the Association needed to raise the 2023 Annual Assessment. A discussion ensued about homeowners who haven't paid their annual assessments. Property Manager Joe Gains stated that Goodwin is not a debt collection agency and that Goodwin has a team of trained specialists who know what they can and can't do pertaining to getting homeowners to pay their annual assessments. Property Manager Joe Gains stated that the worst possible scenario would be a Board member knocking on a homeowner's door asking them to pay their dues because that would likely be viewed as harassment and would open both the Board member and the Association up to litigation. Vice President Molly Salzwedel stated that she believed that the Board needs to foster more of a community spirit so that the homeowners within the Association feel that it is worth investing in their Association. Property Manager Joe Gains agreed but stated that liens and foreclosure letters tend to get homeowner's attention. Vice President Molly Salzwedel said that homeowners in that case would be responding out of fear and instead she would like to see the Association foster a relationship where homeowners are proactive instead of reactive. President Keith Lindsey asked Property Manager Joe Gains that according to the current collection policy, if a homeowner hasn't paid their annual assessments for at least a year, a letter goes to that homeowner saying that the Association will put a lien on their home. If that homeowner still doesn't pay, then a lien goes on the home. If they still don't pay, then doesn't Goodwin report that homeowner's account to the credit reporting agencies. Property Manager Joe Gains stated that yes, but only if the Board wishes that credit reporting to be done. Vice President Molly Salzwedel then asked if that could be put into the newsletter. President Keith Lindsey said yes, absolutely we could put that in the newsletter. Vice President Molly Salzwedel asked President Keith Lindsey if he would put that into the newsletter. President Keith Lindsey agreed to do so. The Board then unanimously voted to set the 2023 assessment rate at \$170.00. President Keith Lindsey then asked the Board to approve the 2023 budget that Property Manager Joe Gains submitted to the Board. The Board voted unanimously to approve the 2023 budget.

President Keith Lindsey asked if there were any homeowner concerns. Homeowner Allen Stock stated that he wanted to show the benefit of the Association and the services that the Association provides. Allen Stock stated that he volunteered to do a pro/con about the Association. President Keith Lindsey then stated that Allen Stock came up with a great idea of asking those homeowners within Bradford Park who are not a part of the Association how they feel about a HOA. Allen Stock also said that we should drive through and compare those who are in the HOA to those who are not. Further, Allen Stock stated that the Declarative needs to be updated and made more clear so that it reflects today's standards, not 1996's standards when the Association was first formed. President Keith Lindsey thanked Allen Stock for stepping up and helping with this process.

Vice President Molly Salzwedel stated that she talked with someone at the City and that there was going to be a meeting for neighborhoods in our area for a neighborhood cleanup. Vice President Molly Salzwedel stated that there was tentatively going to be a meeting at Faith Baptist Church on December 13, 2022 about this neighborhood cleanup from the City.

The Board then went into Executive Session.

The Board discussed audits for 2021 and 2022 to comply with By Laws requirements.

The Board discussed the financials and delinquent homeowners.

The Board meeting ended at 8:12pm.

Owners Association of Bradford Park, Inc.
Approval of November 9, 2022 Board Meeting Minutes

The undersigned, hereby certify that the board meeting minutes of November 9, 2022 were approved by a vote of the Board of Directors at the March 29, 2023 board meeting.



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

Owners Association of Bradford Park, Inc.
Approval of May 25, 2022 Board Meeting Minutes

The undersigned, hereby certify that the board meeting minutes of May 25, 2022 were approved by a vote of the Board of Directors at the November 9, 2022 board meeting.

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

Owners Association of Bradford Park, Inc.
Approval of September 28, 2022 Board Meeting Minutes

The undersigned, hereby certify that the board meeting minutes of September 28, 2022 were approved by a vote of the Board of Directors at the November 9, 2022 board meeting.

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