

Owners Association of Bradford Park, Inc.  
Agenda for  
Wednesday, March 29, 2023 @ 7:00pm  
Board Meeting

**Election of Officers**

**Old Business:**

Approve November 9, 2022 Board Meeting Minutes  
Update on 2021 and 2022 Audits

**New Business:**

Approve Annual Meeting Minutes to put to the members at 2024 Annual Meeting  
Discuss lighting for each mailbox cluster within Bradford Park  
Discuss bulging wall on High Country  
Discuss Collections Policy for 2023  
Set Board meeting tentative dates for 2023  
Set Social Activities for 2023  
Set Garage Sales for 2023

**Homeowner Concerns**

**Executive Session**

Property Manager Report  
Review Accounts Receivable

Owners Association of Bradford Park, Inc.  
Wednesday, March 29, 2023 @ 7:00pm  
Zoom Meeting  
Board Meeting Minutes

Board members present: Keith Lindsey, Paul Goldfine. Director Vincent Falcon was absent. Property Manager Joe Gains was present.

The meeting was called to order by Keith Lindsey at 7:08pm.

The first item on the agenda was the election of officers. Keith Lindsey made a motion that Keith Lindsey be President, Paul Goldfine be Vice President, and Vincent Falcon be Secretary. Paul Goldfine seconded. The vote was unanimous among the two Board members present. Keith Lindsey is President, Paul Goldfine is Vice President, and Vincent Falcon is Secretary.

Next on the agenda was the approval of the November 9, 2022 Board Minutes. Keith Lindsey motioned to approve the minutes previously sent to the Board. Paul Goldfine seconded. The vote was unanimous among the Directors present. The November 9, 2022 Board Minutes were approved by the Board.

Joe updated the Board on the 2021 and 2022 audits. Joe stated that the 2021 Audit was completed. Joe stated that the 2022 Audit was not yet complete but was waiting on some paperwork. Keith Lindsey stated that the paperwork that needed to be completed was most likely the November 9, 2022 Board Minutes being approved by the Board. Keith Lindsey told Joe Gains he would get the approved November 9, 2022 Board Meeting Minutes to him by Friday, March 31, 2022. Joe Gains then stated he would submit them to the Auditors and whatever paperwork was needed to complete the 2022 Audit.

The Board moved on to new business.

The Board approved the 2023 Annual Meeting Minutes to present to the members for approval at the 2024 Annual Meeting.

The Board then discussed mailbox lighting. Keith Lindsey updated Paul Goldfine on the mailbox issues that the community has had in the last year. Keith Lindsey also stated that the Board has been discussing mailbox lighting for the last year. Keith Lindsey stated that Vincent Falcon was supposed to get lighting examples to the Board since the March 30, 2022 Board meeting, but failed to do so. Keith Lindsey stated that Joe Gains had previously stated to Keith that he has a contractor who does solar lighting including installation for about \$1,000 per light. Keith Lindsey stated that there are seven mailbox clusters in Bradford Park and that each mailbox, according to the local United States Postal Service, costs around \$2,000. Keith also stated that Christina Moreno of the San Antonio United States Postal Service told Keith that since we have to maintain and repair or replace our own postal mailboxes, we own them and can do to them as we wish. Paul Goldfine asked what the maintenance costs of these solar-powered lights would be and the cost to fix any vandalism. Joe Gains stated that has not been an issue and if it did that the parts are replaceable. Joe Gains gave the website [satenergy.biz](http://satenergy.biz) for the Board to look at. Paul Goldfine stated that there were lights that have been installed locally at Blackhawk. Joe Gains suggested and the Board agreed that Keith Lindsey and Paul Goldfine will go to Blackhawk and look at those solar-powered lights installed by SAT Energy and make a decision at the next Board meeting.

The Board then moved on and discussed the bulging wall on High Country. Paul Goldfine had notified the Board of this last year, but other priorities took precedence. Keith stated that the land in front of that wall is owned by the City of Round Rock, not the HOA. Keith also stated that the HOA hasn't determined if the HOA has a "duty of care" for that area or not. Historically, the HOA has maintained that area at HOA cost. Keith stated that as far as he knows now, the people who own that wall are the homeowners whose land ends at the wall and the City of Round Rock. Keith stated that he would like to know what's causing the bulge in the wall to begin with before committing funds to fix that wall. Paul Goldfine stated that when he's walked past there it appears to him that the foundation of that wall has settled and has tilted toward High Country and that's what's causing the bulge in the wall. Keith Lindsey expressed concern that masonry work of this kind could be very expensive. Paul Goldfine stated that you have to tear down the entire section of wall to the foundation to properly repair the wall. Paul also stated that there may be a better wall that is easier to maintain once built. Keith Lindsey stated that he received a message from Molly Salzwedel about a dog that has escaped from a homeowner's yard and has terrorized people and animals walking by the wall. Paul Goldfine stated he believes he knows which home that the dog belongs to and that the decorative drainage area at the bottom of the wall has broken and that's how that dog is getting through the wall. Joe Gains asked Paul Goldfine to send him the address that has the dog and Joe will send a violation to the owner and hopefully that will take care of it. Keith Lindsey asked Joe Gains if he had any contacts that do masonry work. Joe Gains responded stating he does and that he'll contact Boris to give us a quote on repairing the wall that's bulging on High Country.

The Board then moved on to the Collections Policy. Keith Lindsey asked Paul Goldfine if he had a change to read the current Collection Policy. Paul Goldfine stated he had. Keith Lindsey then stated that the only changes that he would make to the Collections Policy would be to increase the amount of each letter to \$10 from \$5 and also add that the HOA would report delinquent accounts to the credit reporting agencies. Keith Lindsey stated that he favored reporting to the credit reporting agencies over hefty fines because Keith believes that the delinquent homeowner should not be able to buy a car or refinance their home when they haven't paid their HOA dues. Paul Goldfine stated he thought that was more heavy-handed because reporting to the credit bureau would remain in the person's credit report for seven years. However, Paul Goldfine stated that there are a lot of unpaid HOA dues that currently total about \$80,000 and that Paul does not see any other way to get people to pay other than to report them to the credit bureaus. Keith started to make a motion but then asked Joe Gains what the cost of the reminder letters were. Joe Gains stated that he would have to look that up and then stated that Goodwin & Co. has a Collection Policy that's effective and that the Board should look at it so see the difference between what the Association has now and Goodwin's Policy. Keith Lindsey also informed Paul Goldfine that Keith Lindsey and Molly Salzwedel had forgiven the collection fees from every delinquent account from January 2018 through December 2021. Keith Lindsey stated that there were a number of reasons that was done but the two most important reasons were because the previous management company, Connect Community Management had made numerous errors in collections and also because the previous Board did not adhere to the By Laws, yet demanded that the homeowners do by paying their dues and imposing sometimes erroneous collection fees. Keith Lindsey stated that the forgiven amount of accounts receivable was over \$21,000. Some more discussion about the subject ensued and Keith Lindsey suggested and Paul Goldfine agreed, that this discussion would be tabled until the Board had a chance to review Goodwin's Collection Policy and if the Board did not vote via email before the next Board Meeting, then this would be placed on the next Board Meeting's agenda.

The Board then set the following tentative dates for Board meeting for the year:

- Wednesday May 31, 2023
- Wednesday July 26, 2023
- Wednesday September 27, 2023
- Wednesday November 15, 2023
- Wednesday January 31, 2024

The Board then set the following social activity dates:

- Tuesday, October 3, 2023 for NNO.

The Board decided to wait until the next Board meeting before committing anymore dates for Social Activities.

The Board set the following dates for Neighborhood Garage Sales:

- Saturday May 6, 2023
- Saturday October 21, 2023

Zoom crashed three times during the meeting. However, the Board was able to get through the entire agenda.

The Board went into Executive Session and discussed Accounts Receivable.

The Board meeting was adjourned by Keith Lindsey at 8:07pm.

Owners Association of Bradford Park, Inc.  
Approval of March 29, 2023 Board Meeting Minutes

The undersigned, hereby certify that the board meeting minutes of March 29, 2023 were approved by a vote of the Board of Directors at the May 31, 2023 board meeting.



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