

**Horse Haven HOA Meeting
June 7, 2022**

Executive Summary:

In a meeting open to all Horse Haven Estates Homeowners, the Board was expanded from three to seven members and a Treasurer, not elected in the May 10th meeting, was elected. The Homeowners and Board members present reviewed the budget, voted not to raise dues for 2023, and committed to some new courses of action.

The Board will meet as needed throughout the year. They will work to clarify the areas of HOA responsibility in Horse Haven Estates (now discovered to be muddled with property owned by other entities), then seek to improve service and lower costs for the homeowners throughout the year.

Full meeting notes:

Alton Ofczarzak called the meeting to order at 6:10 on June 7, 2022 at 2810 Horseback Dr, College Station TX 77845.

A review of the Association Officers and Board of Directors elected at the May 10th meeting was made and the members present determined a treasurer position still needed to be filled and the board of directors had 4 more open positions available.

Attendance & Voting:

<u>Vote</u>	<u>Homeowners Present</u>	<u>Properties</u>
25	Alton Ofczarzak	25 Total Properties
1	Brandon & Kari O'Riley	2806 Horseback
1	Daniel Lynch	2811 Horseback
1	David Patke	2920 Horseback
1	Jessica Thompson	2803 Horseback
1	Kelvin Singleton	2823 Horseback
8	Kurt Fisher	2810 Horseback & 7 others
1	Melodie Hermann	2721 Horse Haven
3	Sandy Rodie w/ 2 Chris Rodie Proxies	2814 Horseback + 2812 & 16 HB
<u>Proxies from owners not in attendance</u>		
1	Steve & Rebecca Watts	6919 Appomattox
1	David Wehlmann	2723 Horse Haven
1	Jason Randolph	2826 Horseback
1	Hensley Terrell	2808 Horseback
2	Danny A. Hlavinka	2612 & 2614 Mandi

48 Total Homeowner Votes

Jessica Thompson nominated Brandon O’Riley to serve on the board of directors. Kurt Fisher seconded and Brandon O’Riley accepted.

Kurt Fisher nominated Daniel Lynch to serve on the board of directors. Kelvin Singleton seconded and Daniel Lynch accepted.

Brandon O’Riley nominated Jessica Thompson to serve on the board of directors. Kurt Fisher seconded and Jessica Thompson accepted.

Sandy Rodie nominated Chris Rodie to serve on the board of directors. Kurt Fisher seconded and Sandy Rodie stated that Chris Rodie accepted.

The Horse Haven HOA Board of Directors for 2022-2023 is as follows:

Alton Ofczarzak
Kurt Fisher
Kelvin Singleton
Brandon O’Riley
Daniel Lynch
Jessica Thompson
Chris Rodie

During the May 10, 2022 meeting, officers were elected for the roles of President, Vice President and Secretary. The position of Treasurer was still open and filled as an item of business for the June 7, 2022 meeting.

To better serve the HOA organization fiscally, Jessica Thompson recommended Kurt step down as Vice President and serve as Treasurer. Alton Ofczarzak made the motion, Jessica Thompson seconded and Kurt Fisher accepted the role as treasurer.

With the Vice President role now open, Jessica Thompson nominated Brandon O’Riley to serve as Vice President. Kurt Fisher seconded and Brandon O’Riley accepted the role.

The Horse Haven HOA Officers for 2022-2023 is as follows:

President – Alton Ofczarzak
Vice President – Brandon O’Riley
Secretary – Kelvin Singleton
Treasurer – Kurt Fisher

Kurt Fisher presented a recap of unresolved agenda items from the May 10th HOA meeting which included an incomplete budget review, landscaping and rule enforcement, and annual fees and violations. These were all unresolved during the May meeting due to lack of complete budget reports to review which prompted a June meeting.

Discussion on the maintenance of common areas was determined to not be settled until plats and leases could be reviewed by Board Members to determine what is owned by the HOA, or in a written term allowing HOA permission to access, so an actual total of acres and amenities could be submitted for bids.

Kurt Fisher will request plats from Lea French on June 8, 2022 as suggested by Alton Ofczarzak who indicated she maintains those records. The board will convene within the next 10 business days to review plats and leases supporting total legal HOA common spaces and use that information for landscaping bids to be submitted and reviewed by the Board by the end of the month. Dwayne's Lawn Service, LLC is the current landscaping company used by the HOA and has been the sole company used since development of HOA.

Landscaping for the community green space, also referred to as neighborhood pond and dock, Brazos CAD Property ID 363355, was discussed since it is owned by TDG Management LP, owned by Alton Ofczarzak. A suggestion was presented of possibly selling or presenting it to the City of College Station, so maintenance and amenities can be absorbed by the city, and ultimately relieve the HOA of those expenses.

Code monitoring and enforcement was discussed and determined should be the responsibility of the property management company. BV Realty (also owned by Alton Ofczarzak) currently serves as the HOA property management company. The HOA Coordinator, however, resigned on May 5th and Brazos Valley Management, represented in-meeting by Alton Ofczarzak, wasn't willing to commit to filling that role with another direct point of contact for all things HOA (resale certificates, mailing lists, compliance and enforcement, bookkeeping, etc). The homeowners and board members, including Alton, agreed to seek bids for replacement property management companies and seek the most affordable and reliable option moving forward.

Further to the topic of a clear HOA point of contact with the management company: Alton Ofczarzak (representing both the HOA and the HOA management company) stated that financial business through the management company should be conducted with Vicki Friedberg and day to day business should be conducted with Mandi Williams. Alton Ofczarzak will serve as acting coordinator in the event that homeowners are unable to reach the other points of contact issued.

The floor was opened for any additional unresolved issues members may want to present. Jessica Thompson remarked the last time minutes were publicly posted in the HOA software, paid for by the HOA, and accessible to all HOA members, was in 2017. Kelvin Singleton would work to update the records to date as they become available.

The members reviewed the presented budgets, one for Horse Haven HOA and the other for Horse Haven Pool – Special Assessment Account. Before the meeting, Kurt Fisher worked with Brazos Valley Management staff to secure expense report and presented in depth to members. Notable items discussed regarding the Horse Haven HOA included cost of insurance, management fees, common area maintenance and utility expenses.

Insurance, common area maintenance and utility expenses will be subject to change, in attempt to lower total costs, once the board reviews the plats, maps and leases applicable to the HOA once total acreage and defined common areas are confirmed. This includes review of utilities being paid for on water/sprinkler system on "Storage Storage" property, Brazos CAD Property ID 363354.

Management fees are also subject to change dependent on submission of property management bids to the HOA Board of Directors who will review and present to all members at a meeting to be set in the fall of 2022 for members to vote on a property management company with those costs absorbed into annual fees applicable to 2023.

Budget review of the Horse Haven Pool – Special Assessment Account included looking at a possible 30 year mortgage with the property the pool is on, Brazos CAD Property ID 433106, since the HOA is currently renting it for \$6,000 annually from Horse Haven Estates Pool Area LLC c/o Alton Ofczarzak.

Lastly, HOA dues for Phases 1-5, Phase 6, and opt-in option for common area were discussed regarding fees and penalties for violations. Members decided enforcement should fall to the responsibility of the property management company.

Additionally, when a landscaping company is decided, whether current company or other, a schedule will be discussed with HOA board which will in turn provide guidance for the property management company to follow in regarding to notification and penalties for violators. For example, if HOA and landscaper agree to weekly services on Mondays, and a house is in violation of landscaping rules, HOA can notify the resident of the violation allowing them a week to correct, and failure to correct will result in the HOA's landscaping company completing that maintenance during the next visit. The HOA would like to set a contract with the landscaper that the landscaping company will charge the HOA for the house in violation, and in turn the HOA will bill the resident to include cost and interest set by HOA.

Being no further business, the motion to close was by Alton Ofczarzak and seconded by Brandon O'Riley. The motion passed and the meeting adjourned at 7:50 PM.