

VWPOA Regular Board Budgeting Meeting  
October 23, 2020, 7pm  
116 Appalachian Way

Meeting called to order at 7:06 p.m.

In attendance: President Michelle McDaniel, Vice President Nicole Ramsey, Secretary Sammi Hicks, Treasurer James Gibbs, Architecture Chair Larry Anthony, Pool Chair Ronnie Gilbert, Social Chair Shaun Gilbert, Landscape Chair Chris Doran. Homeowners Kari Gibbs and Gary Heisey were also in attendance.

All four voting members were in attendance so a quorum was established.

No minutes were presented for approval at this meeting.

The purpose of the meeting is to work on the 2021 budget. Committee reports/budgeting cost proposals are as follows:

Pool Committee:

- \$600 for 3 exhaust vents for the pool building to protect the equipment from heat damage.
- Autofill for the baby pool can run anywhere from \$2800 to \$4000.
- Eight new pool chairs and eight loungers (tan-colored) would cost about \$2300. Current chairs are 20 years old and many are discolored and/or have broken or missing straps.
- Nicole suggested that additional data storage is necessary for pool security system.
- \$2000 for replacement of kiddie pool fence.
- The cost of pool service remains unchanged.
- Chris asked about winterizing the pool each year in order to save electricity costs and the wear and tear on the equipment. Board will look into this further.
- James asked about costs to replace aging pumps and filters. Board will look into this further.

Social/Website/Welcome/Decorating Committee:

- \$400 for Rotary Club flags is all that was used thus far.
- Covid-19 prevented any neighborhood activities, but Shaun Gilbert wants to keep the same budget for activities such as food for annual meeting, July 4<sup>th</sup> parade, etc.
- Michelle motioned that the remaining social budget for 2020 be put towards additional electrical repairs at entrances and Christmas lights. Voting members unanimously approved.

Landscape and maintenance:

- Service with Greentex Landscaping will end at the end on 15 November.
- Chris Doran is working on gathering quotes for individual services in an effort to save money, rather than use a full-service company but needs more time to finalize numbers.
- Maximas Tree Service quoted \$1650 annually for trimming all bushes and low-hanging limbs (not including major limb removals) on trees along Virginia Pkwy and Lake Forest, at all the entrances and at the pool. This service will be performed every couple of months.
- Still awaiting quotes from fertilizing/weed prevention companies, mowing, and regular sprinkler checks.
- Chris has someone who can come out and work for \$125 per day to pull weeds, bag leaves, lay mulch, etc. This is for labor only. Materials will be extra. Chris expects to have them coming twice per month.

- New plants for entrances, totaling \$1250. Two crepe myrtles need to be replaced as well but no prices on these yet.
- \$1200 for new metal edging for beds along Virginia Parkway and Lake Forest. Labor and mulch needs to be priced but will be bought in bulk.
- Sidewalks are buckling in several areas around the neighborhood. Michelle is working with a contact at the City of McKinney to get these addressed, but per the City, they have quite a backlog. For issues with sidewalks in front of individual homes, please email [jlewey@mckinneytexas.org](mailto:jlewey@mckinneytexas.org).

### Board Member Reports

Vice President, Nicole Ramsey:

- Gary and Rita Heisey have been awarded "Yard of the Quarter."
- 30 violation notices have gone out since the annual meeting. The majority of those issues have been addressed or homeowners have been in contact to ask for extensions. Another round of notices will go out soon. Most common problems with neighborhood homes are: lack of mulch in flowerbeds; borders of flowerbeds are broken and need to be repaired; weeds and sparse grass in lawns; grass growing in sidewalk/driveway cracks; paint on homes is fading and peeling on many homes; fences need to have a flat top board (no dog-eared tops) and need to be stained.

Secretary, Sammi Hicks:

- Board is continuing to gather contact info to have multiple ways to contact homeowners.
- For budgeting purposes, Sammi asked for \$600 for administrative costs for 2021 to cover printing and postage for mailings throughout the coming year. This is an increase of \$200 to cover postage costs, as stamps for mailings were donated in 2020.

Treasurer, James Gibbs:

- 100% of dues collected for 2020.
- HOA is adding \$1250 per month to reserve fund and is on target to replenish \$15,000 by year's end. For 2021, \$250 per month will be added to bring the total reserve fund balance to \$18000 by the end of 2021, which is the amount that is required by the covenants. This fund was depleted last year to cover cost of pool remodel.
- Operating fund currently has a \$1000 surplus and has plenty of cash on hand to cover regular expenses prior to the dues deadline in March.
- Suggest raising resale packet fees up to \$250, up from \$150. Our rate is significantly lower than most other HOA's in the area.
- Proposed to discontinue use of PayPal and instead use Zelle as a means to collect dues electronically. Paypal cost the HOA \$239 dollars in 2020. Zelle is free. Homeowners who have paid with paypal in the past will be notified of the change and if they want to continue with this form of payment, they will need to pay the fee themselves.
- Unplanned expenses include high water bills due to another sprinkler leak, increase in cost for electrical expenses with new contract.
- Dues will remain at \$675 for 2021, as our aging neighborhood needs some additional improvements (additional \$3000 in reserve fund to meet covenant requirements, landscape improvements, new pool chairs, new kiddie pool fence, exhaust fans in pool equipment room, hard drive/computer for security system, park improvements).

2021 proposed budgeting breakdown by line item:

<i>Budget expense line item</i>	<i>2020 budget</i>	<i>2021 proposal</i>	<i>Reason for change</i>
Insurance	\$3900	\$4900	Add \$1000 for deductible
Legal Fees	\$250	\$1000	Additional costs forecasted
Social/web/flag/décor/welcome	\$1600	\$1800	Additional costs forecasted for welcome packages and Christmas lights
Landscape contract	\$18000	TBD	Still getting quotes
Other landscape	\$2600	TBD	
Maintenance/Repair	\$2300	\$2400	Increased to 2020 actual
Administrative Supplies	\$400	\$600	Increased to cover costs of postage (donated stamps used for 2020 mailings)
Permits/fees/taxes	\$600	\$567.11	Decreased to 2020 actual
Pool cleaning contract	\$5550	\$5538	Decreased to 2020 actual
Other pool maintenance	\$2000	TBD	
Pool bathroom clean/expense	\$600	\$750	Add one month of service
Electricity	\$4000	\$4620	New contracted rate
Telephone line at pool	\$815	\$1020	Monthly rate increase
Water/sewer/trash	\$5000	\$8000	Based on 2020 actual
Capital expenses	\$0	TBD	New pool chairs, exhaust fans pool house, replace kiddie pool fence, park improvements, hard drive
Reserve fund replenishment	\$15000	\$3000	Need additional \$3K to meet \$18K covenant requirements
Total operating expense	\$63415	TBD	

Michelle proposed that finalization of the budget be tabled until the next meeting in order to gather more detailed information on landscaping costs, other pool maintenance, and capital improvement costs. Sammi seconded and the board unanimously agreed to table until the next meeting.

Meeting was adjourned at 9:00 pm.