

# Fairways of Sherrill Park

## HOA Board Meeting Minutes

June 16, 2016

**Location:** Richardson Police Substation

**Directors Present:** John Fritsche, Brad Wagoner, Travis Phemister (presiding), Grace Laster, Kevin Balsley, Ron Coleman, and Jane McGehee

**Directors Absent:** None

### Work Session

Discussions with neighbors started at 7:05 PM.

### Board Meeting

The meeting was called to order by Travis Phemister at 8:04 PM. The agenda was accepted as printed.

### Approval of Minutes

Ron Coleman made a motion to accept the minutes of the May 19, 2016, meeting. Brad Wagoner seconded the motion and it was approved unanimously.

### Board Officer Reports

President-No report.

Vice-President-No report.

Secretary-No report.

Treasurer-Report attached.

### Committee Reports

Activities-Report attached.

Architectural Control (ACC)-Report attached.

Beautification-No report.

Grounds-Report attached.

Homeowner Advocacy (HAC)-No report.

Playground Care-Report attached.

Upkeep-No report.

Website/Communications-Report attached.

Welcome-Report attached.

Nominating-No report.

**Items for discussion**

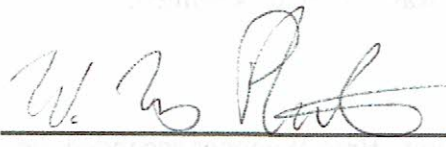
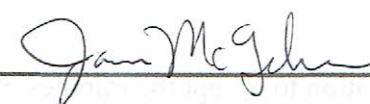
None

**Action Items**

None

**Adjournment**

Ron Coleman moved that the meeting be adjourned. Brad Wagoner seconded it and it was approved unanimously at 8:17 PM.

 7-21-16       7-21-16

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Travis Phemister, President      Date      Jane McGehee, Secretary      Date

**FAIRWAYS OF SHERRILL PARK HOMEOWNERS ASSOCIATION**  
**May 2016 Financial Statement**

<b>REVENUE</b>	2015 <b>ACTUAL</b>	2016 First 4 Months	<b>2016</b> May	2016 YTD	<b>2016</b> Budget
Dues Income	\$ 100,407	\$ 90,691	\$ 6,558	\$ 97,249	\$ 103,600
Less: Returned/Refunds	0	0	0	0	0
Prior Year Dues	0	2,590	0	2,590	4,000
Late Fees	0	0	0	0	1,000
Interest on late dues	0	0	0	0	0
Resale Certificates	1,925	825	275	1,100	2,500
Other Income	0	345	0	345	0
Playground Donations	17,500	0	0	0	0
Flagpole Donations	2,500	0	0	0	0
Bank Interest Income	131	12	3	15	100
<b>Total Revenue</b>	<b>\$ 122,463</b>	<b>\$ 94,463</b>	<b>\$ 6,836</b>	<b>\$ 101,299</b>	<b>\$ 111,200</b>
<b>EXPENSES</b>					
Activities	(4,421)	(1,320)	(187)	(1,507)	(5,000)
Supplies	(628)	(301)	0	(301)	(1,000)
Property Tax	(480)	(498)	0	(498)	(500)
Insurance	(7,680)	0	0	0	(8,000)
Repairs & Maintenance	0	(497)	(470)	(967)	(5,000)
Signs	0	0	0	0	0
Groundskeeping - Manders	(34,767)	(12,642)	(3,161)	(15,803)	(42,000)
Groundskeeping - Other	(8,237)	(4,642)	0	(4,642)	(10,000)
Electricity	(1,907)	(662)	(139)	(801)	(2,000)
Water	(16,983)	(173)	(353)	(526)	(15,000)
Bank Charges	(10)	(34)	0	(34)	0
Website Hosting	(219)	0	(195)	(195)	(200)
Storage Unit	(858)	0	0	0	(500)
Chamber of Commerce	(250)	0	0	0	(250)
Legal Expenses	(160)	(2,480)	0	(2,480)	(15,000)
Legal Expenses - CERs	(8,928)	(758)	0	(758)	0
Accounting/Tax	(600)	(1,404)	(390)	(1,794)	(5,000)
Capital Expenditures	0	0	0	0	0
Playground	(68,760)	(1,905)	(2,000)	(3,905)	0
Flagpole	(8,700)	(546)	0	(546)	0
Median Lighting	0	0	0	0	(5,000)
Median Irrigation	0	(3,405)	0	(3,405)	(5,000)
Other (See Notes)	0	(3,899)	0	(3,899)	0
<b>Total Expenses</b>	<b>\$ (163,589)</b>	<b>\$ (35,165)</b>	<b>\$ (6,895)</b>	<b>\$ (42,060)</b>	<b>\$ (119,450)</b>
<b>NET CASH FLOW</b>	<b>\$ (42,577)</b>	<b>\$ 59,298</b>	<b>\$ (59)</b>	<b>\$ 59,239</b>	<b>\$ (8,250)</b>
<b>Beginning Cash Balance</b>	<b>\$ 118,453</b>	<b>\$ 75,876</b>	<b>\$ 135,174</b>	<b>\$ 75,876</b>	<b>\$ 75,876</b>
<b>Ending Cash Balance</b>	<b>\$ 75,876</b>	<b>\$ 135,174</b>	<b>\$ 135,115</b>	<b>\$ 135,115</b>	<b>\$ 67,626</b>

**Notes:**

- Expense reimbursements totaling \$3,899 related to prior years were paid in March related to Supplies and Groundskeeping - Other. This was a favorable variance compared to the 2015 Budget and will be an unfavorable variance compared to the 2016 Budget.
- Through June 15, invoices totaling \$6,150 have been paid for Groundskeeping - Other.



# Fairways of Sherrill Park

P.O. Box 830341  
Richardson, Texas  
75083-0341

## Monthly Committee Report

**Committee Name:** Activities Committee

**Committee Chair:** Lynne Finley

**Committee members:** Darlene Melton

**Report Date:** June 15, 2016

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### Activity Report

- Annual 4<sup>th</sup> of July Parade and Picnic will be held.
- Parade starts 10 AM at the corner of Wyndmere & Waterford and ends at Wembley Court
- Hot dogs and hamburgers will be provided
- Fire department will be in attendance

- **NEED VOLUNTEERS TO HELP SETUP, COOK, and TAKE DOWN**

### Requested Action Items

- None



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## Monthly Committee Report

**Committee Name:** Architectural Control Committee (ACC)

**Committee Chair:** JD Martin

**Committee members:** Mike Parker, Tony Wanat

**Report Date:** June 14, 2016

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### Activity Report

- ACC approved 3201 Wyndham Lane for Shawn Corley
  - In ground pool and stained cedar 8' fence
- ACC approved 3003 Wyndham Lane for Wayne and Martha Evans
  - Charcoal color roof shingle variance
- ACC denied a request for 1805 Wyndcliff Drive for Nancy Wrozek
  - Wanted to paint house trim, siding, and garage door "Black"

### Requested Action Items

- None



# Fairways of Sherrill Park

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## Monthly Committee Report

**Committee Name:** Groundskeeping

**Committee Chair:** Michael Krantz

**Committee members:** None

**Report Date:** June 13, 2016

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### **Activity Report**

- Common area sprinklers turned back on, due to Texas summer.
- Playground touch-up completed with planting of additional sod.
- Flower bed planted at Playground Corner (Waterford & Wyndmere).
- Work continues to clean up and plant the "bramble" area.
- Grounds budget lines realigned for better expenditure tracking.
- Further leaks in the Wyndham median drip irrigation system were repaired; steps taken to avoid further repeat.
- City of Richardson decided not to move the Golf Course fence at the Playground; Golf Course and Manders will work to keep that fence corner trimmed on both sides.

### **Requested Action Items**

- None



## Monthly Committee Report

**Committee Name:** Playground Care Committee

**Committee Chair:** Grace Laster

**Committee members:** Sameer Ajmera, Mandy Casey, Michael Krantz

**Report Date:** June 13, 2016

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### Activity Report

- Color fading of the red tot swing was documented by digital photo and email to We Build Fun, Allen, TX. A replacement swing was immediately ordered and a new red tot swing has been received.
- Communication has begun with those homeowners expressing interest to fund an additional table, bench and/or bike rack at the PG area.

### Requested Action Items

- None



# Fairways of Sherrill Park

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## Monthly Committee Report

**Committee Name:** Website / Communications

**Committee Chair:** John Fritsche

**Committee members:** None

**Report Date:** June 13, 2016

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### Activity Report

- **Communications emails:** Sent out 7 Communications emails; updates to resident profile information
- **Nextdoor:** Posted 4 Nextdoor items using HOA handle
- **Website:** The login requirement has been removed. Directories are now available only at Nextdoor. For residents not yet a subscriber to Nextdoor.com, through the end of September 2016 a copy may be requested by sending an email to FSP Communications Manager.  
Usual website maintenance: updates for meetings, etc
- **Database:** Routine maintenance, based on changes in Communications Contact list

### Requested Action Items

- None





## Monthly Committee Report

**Committee Name:** Welcome Team

**Committee Chair:** Traci Ahangarzadeh

**Committee members:** Kathryn Balley, Jessie Cheng, Michael Krantz, Grace Laster, Susie Parker, Charisse Plemister, Cabrini Scott, and Kaori Tong.

**Report Date:** June 14, 2016

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### Activity Report

- We have visited with:
  - Malcolm Sizemore and Amy Hoyt at 3211 Wessex Cir on 05-30-16
  - Rev Abraham Myung and Young Lee at 2109 Bluebonnet Dr on 06-01-16
- We now have 3 families to greet and Welcome
  - 2 Homeowners:
    - 3206 Wessex Cir
    - 3009 Wyndham Ln
  - 2 Lessees:
    - 3105 Wren Ln
    - 1809 Weanne Dr
- Realty Information:
  - Currently for Sale:
    - 1807 Waterford
    - 2002 Primrose
  - Currently for Lease:
    - None

### Requested Action Items

- None