

**Minutes of the Board Meeting for
Grassland Estates HOA, Midland, TX**

Be it remembered that on the 17th of August, 2021 at 6:32 p.m. a meeting of the Board of Directors was called to order at the Grassland Estates HOA Clubhouse, Midland, TX.

The following Board members were present:

Kelly Hayes-President
Linda Bradshaw-Treasurer
Tanda McConnel-Secretary
Joe Cumbest
Brent Bond
Zack Akin

The following members were absent:

Tiffany Parsons- Vice President

The following employees were present:

Jade Click

1. Called to order: 6:32 pm.
2. The presence of a quorum was established.
3. Conduct a members hearing:

One resident inquired as to the status and who was on the Bylaws Committee. One resident shared concerns for hiring a property management company and losing control in the neighborhood. One resident addressed concerns on the poor condition of the community landscaping and need for immediate attention. One resident spoke about several concerns included in Phase II of the Pool Area Renovation Project, asked why the HOA is looking to hire HOA management company, and clarified that there is a 911 phone despite what the 2019 pool inspection says. One resident expressed concerns over finances with the Pool Area Renovation Project, residents not paying assessment, and residents not submitting their survey. One resident asked if the HOA can give the splashpad equipment away as a tax write-off.

4. Consider and possible action on a motion approving the minutes of the July 20, 2021 meeting of the board of directors.
A quorum was not present for those in attendance at the July meeting. No action taken.
5. Review of Financials. Consider and possible action on any budget requests.

The Pool Committee requested if the HOA could help fund part of Phase II of the Pool Area Renovation Project. Therefore, Zack provided an update on the financial history of the Grassland Estates HOA. SBC (Scharbauer Brothers Corporation) was the original

builder and managed the HOA while they were the majority owners. The clubhouse and both pools were funded by SCB. When SCB handed the HOA responsibilities to a Board of Directors formed by residents, SCB gave an endowment of \$75,000. The Board committed to keep this money as a reserve fund and has ever since. Monthly HOA dues slowly increased from \$25 to \$35 and then to the current \$50. These increases allowed the HOA to accumulate an additional \$140K. The splashpad equipment was paid for with savings. Zack also discussed the original plans to do both Phase 1 and Phase 2 construction over the winter, but Covid and Contractors forced the Board to split it up into two Phases. Various variables make it difficult to forecast revenue and expenses. This is also the first time the HOA has fallen below the \$75,000 buffer. Zack said the splashpad equipment did not need repaid by residents, but the HOA could not afford to fund more of Phase 2.

Review of Financials:

Motion by: Linda Bradshaw

Seconded by: Joe Cumbest

For: Kelly Hayes, Joe Cumbest, Linda Bradshaw, Tanda McConnel, Zack Akin, Brent Bond

Against: N/A

Abstaining: N/A

6. Facility Manager's Report:

There were 4 clubhouse parties and 12 pool parties since the July meeting. Reminded about the Ice Cream social being held on Labor Day September 6th from 5-8pm. The back bathrooms have been clogged/closed for over 2 weeks and waiting on a plumber from Big Springs to resolve the issue. The Facility Manager is meeting with a new landscape company the following week.

7. Receive report from President, Kelly Hayes, about Nueva Vista Development:

Kelly Hayes provided an update from Jim Gerety, Grassland West President, on Nueva Vista.

Eric West (Parkhill Director of Site Development and Planning representing Presidential Estates) admits that drainage is an issue. The City Engineer said a new FEMA/100-year flood study is needed that may stall the project at a minimum of one year. Some City Council members do not believe this is required prior to rezoning and the City of Midland should not have to fund the study. The current development plan for Presidential Estates includes 640 homes and apartments as well as light retail. The current plans also show access into Presidential Estates from Grassland Estates via Highland Blvd.

Grassland Estates received an Objection Letter from the City of Midland for the rezoning of Nueva Vista from AE to PD because the HOA owns a small section of land within 200 ft of the golf course. The board voted electronically to sign the objection letter. A motion was made to ratify the electronic vote for Kelly Hayes to sign the Objection Letter.

Motion by: Joe Cumbest,

Seconded by: Tanda McConnel

For: Kelly Hayes, Joe Cumbest, Linda Bradshaw, Tanda McConnel, Zack Akin, Brent Bond

Against: N/A

Abstaining: N/A

Kelly also discussed several traffic changes that will affect Grassland Estates which include Wadley and the Loop, etc.

8. Receive report and recommendations from the Pool Committee:
The Pool Committee Chair presented the Pool Area Renovation Project Phase II Information Packet and a Summary with Survey to the Board of Directors. The Pool Committee also recommended not moving forward with the Concession Window and Enclosed Storage area at this time. It was also agreed the survey platform did not need voted on since it was included in the budget of \$1,500 previously voted on at the July meeting.
9. Discuss and take possible action on Information Packet and Survey provided by the Pool Committee.
No action taken. The Board will review and provide feedback to the Pool Committee along with any edits if needed. An electronic vote may be taken by the Board and ratified at the September meeting.
10. Discuss and take possible action on distribution of Information Packet and Survey provided by the Pool Committee.
The Pool Committee Chair proposed that a Summary of the Information Packet and Survey would be mailed to all residents with information on how to obtain the complete information packet. The Complete information packet will be available on the website, via a QR code, and at the clubhouse to review. The survey platform proposed is SurveyMonkey and is \$400/year. Jade Click agreed to purchase and create the SurveyMonkey account for the HOA. Jade Click, Tanda McConnel, and Jacqueline MacFarlane would have admin access to the account.
11. Discuss and take possible action on Phase II of the Pool Renovation project.
No action taken. A vote is tabled until after the survey results are presented to the Board.
12. Discuss issues concerning violations contained in the Restrictions and Covenants:
Discussion took place in Executive Session.
13. Discuss items concerning Architectural Review Committee:
Discussion took place in Executive Session.
14. Discuss and possible action on proposal on Property Management Company.
Joe Cumbest proposed the HOA hire VCM, Inc as a Property Management Company. Property Management Companies know the law and could potentially reduce legal fees and the need to contact the HOA Attorney. Hiring VCM has a potential savings between \$8-20,000 or an average of \$12,000. They will not replace the Facility Manager, but do replace two salaried position, the paid Secretary and Bookkeeper. The enforcement of violations would still be done by Board. VCM, Inc has online voting, online payment op-

tions, financials available on their website which they would maintain, and a 24-hour number. VCM, Inc would retain the Transfer Fees, but there may be an option to increase them so the HOA could keep part of the fee. VCM, Inc would also be able to assist in revising the Bylaws. The HOA would have to switch to the bank used by VCM, Inc. The shortest contract term is one year and there would be some upfront costs.

A motion was made to table the Property Management Company until September when a representative can come to speak and answer more questions.

Motion by: Linda Bradshaw	Seconded by: Brent Bond
For: Kelly Hayes, Joe Cumbest, Linda Bradshaw, Tanda McConnel, Zack Akin, Brent Bond	
Against: N/A	Abstaining: N/A

15. Discuss and possible action on Secretarial Position.

The Secretary position is still open, and resumes are still accepted. No action taken.

16. Entered executive session at 8:20 pm:

Discuss possible lien.

Discussed Assessment Phase 1 payments and delinquent letters sent to homeowners

Kelly Hayes signed the City of Midland Objection Letter for the rezoning of Nueva Vista

Discussed new landscaping company options

17. Entered regular session at 8:57 pm.

18. Discuss and consider action on future meeting dates, times and matters to be agendaized:

Upcoming Board Meetings will be held on September 21, 2021.

19. Meeting adjourned by President at 8:59 pm.

A meeting of the Grassland Estates Board of Directors will be held on

_____ at 6:30 p.m., in the Grassland Estates Clubhouse, 5800 Crowley, Midland, TX.

I, Tanda McConnel, Secretary, certify that this is an accurate accounting of the proceedings of the Grassland Estates Board meeting.

Tanda McConnel, Secretary