

**SCOFIELD  
FARMS**

**HOMEOWNERS  
ASSOCIATION MEETING**

**APRIL 20, 2006**

**Held At**

**PARMER WOODS ASSISTED LIVING  
7:30 PM**

**Director Introductions**

# SCOFIELD FARMS

## Board of Directors and Association Officers



**Alan Shelby, President**



**Barry Robinson, Vice President**



**Leigh Ann Brunson, Secretary**



**James Hsu, Treasurer**

# SCOFIELD FARMS

## Board Mission Statement

*“ The Board’s mission is to protect and enhance the quality of life for our residents. We will work to achieve our mission by focusing our efforts on the following areas...”*

- Equitable enforcement of our neighborhood’s covenants**
- Fiscally responsible management of the association’s assets**
- Strive to maintain our property and home values**
- Be a proactive advocate for our neighborhood and neighbors**
- Building and nurturing a growing sense of community between our residents**

*“ We will act on these tasks with an eye toward balancing the rights of the individual with the rights of the community.”*

# SCOFIELD Website











“Get Connected”

<http://www.scofieldfarms.org/>

**Username = scofield**

**Password = 78727**

# 2006 SCOFIELD FARMS ANNUAL MEETING AGENDA

 <b>Call Meeting to Order</b>	<b>15 Minutes</b>
 Roll Call and Certifying of Proxies	
 Proof of Notice of Meeting	
 Reading and Disposition of 4/21/05 Meeting Minutes	
 <b>Board &amp; Manager's Report</b>	<b>30 Minutes</b>
 <b>Board Candidate Nominations</b>	<b>10 Minutes</b>
 <b>Voting &amp; Break</b>	<b>15 Minutes</b>
 <b>Committee Reports</b>	<b>15 Minutes</b>
 <b>Signed In Guest Speakers</b> (3/min/person)	<b>30 Minutes</b>
 <b>Wrap Up &amp; Adjournment</b>	<b>05 Minutes</b>

# **SCOFIELD FARMS** RealManage Association Manager & Management Team Duties

-  **Prepare Annual Budget**
-  **Monthly Financial Reports**
-  **Year-End Financial Statements, Tax Returns and Audits**
-  **Collection of Assessments**
-  **Payment of Association Expenses**
-  **Inspections and Homeowners Relations**
-  **Maintenance of Long-term Maintenance Plan**
-  **Providing Assistance to the Board of Directors**
-  **Attendance at Board Meetings**
-  **Assistance with Meeting Minutes**
-  **Solicitation of Bids**
-  **Work with Vendors and Builders**
-  **Architectural Review Committee Management**
-  **Contract Negotiations**
-  **Respond to Emergencies**
-  **Insurance Management**
-  **Preparation of Annual Association Meeting Presentation**
-  **Establishment of Files**
-  **Establishment of Bank Accounts**
-  **Real Estate Taxes**
-  **Organization of Community Documents**
-  **Homeowner's Information Package**
-  **Providing Assistance to Homeowner Committees**
-  **Serve as Liaison with Attorneys**
-  **Monitor and Inspect Common Areas**
-  **Transfer & Refinance Process Management**
-  **Resale Process Management**
-  **Other Duties as Required**



# **SCOFIELD FARMS** RealManage

## Overview: Where We Are At



**RealManage has invested heavily in the quest to build the premier community association management company**



**Our goal is to provide a much higher level of service than the rest of the industry**



**While we are still in the early stages of developing our full service suite, we have made significant strides in our efforts to raise the bar in our industry**



**We appreciate your patience as we design and develop our services and we hope you are experiencing some the benefits of what we have rolled out so far**



# **SCOFIELD FARMS** RealManage Owner and Resident Customer Service Philosophy

**Extended hours (currently 7:30 a.m. to 9:00 p.m. CST)**

**After hours emergency assistance**

**Multi-lingual (English and Spanish)**


**Personal service (no automated response system)**

**Answer nearly any question without re-routing the call**

**Immediate, electronic access to relevant information**

**Instant email or fax fulfillment of lost statements, deed restrictions, annual meeting announcements and other community information**

**Online service with web and email requests**

**Online assessment payment** 

**Toll Free at (866)473-2573 or (866)ForRealService or 219-1927**

# SCOFIELD FARMS Directors Report

## Development

### Storage Facility – Parmer & Lamar

- » Spare Space Storage – Kenny Hill
- » Artist pictures of development located on job site

### Retail Center between McDonalds and Brake Specialist – Nearing Completion

### DR Horton Town Home Development

- » Location: Backs up East of Braided Rope

### Development space is still available along Parmer

# SCOFIELD FARMS Directors Report

## Development Continued

 Howard Lane Development

» **Mike Brindle**

 Dapplegrey Street Stub Purchase [Picture](#)

» **James Hsu**

 Randalls Closure

» 16 Stores closed in Texas

» 1 in Austin – Ours

 Randalls Building

» **Leigh Ann Brunson & Barry Robinson**

# SCOFIELD FARMS Directors Report

## Annual Tree and Shrub Trimming

### Yearly deadline

- » Trimming complete by the 1<sup>st</sup> weekend after Labor Day

## Architectural Control Committee Guidelines

 “No Improvements shall hereafter be constructed upon any of the Property without the prior written approval of the Architectural Control Committee”

 Parking, Boats, RV's, Trailers, etc.

# SCOFIELD FARMS Directors Report

## Financial highlights – Fiscal Year 2005

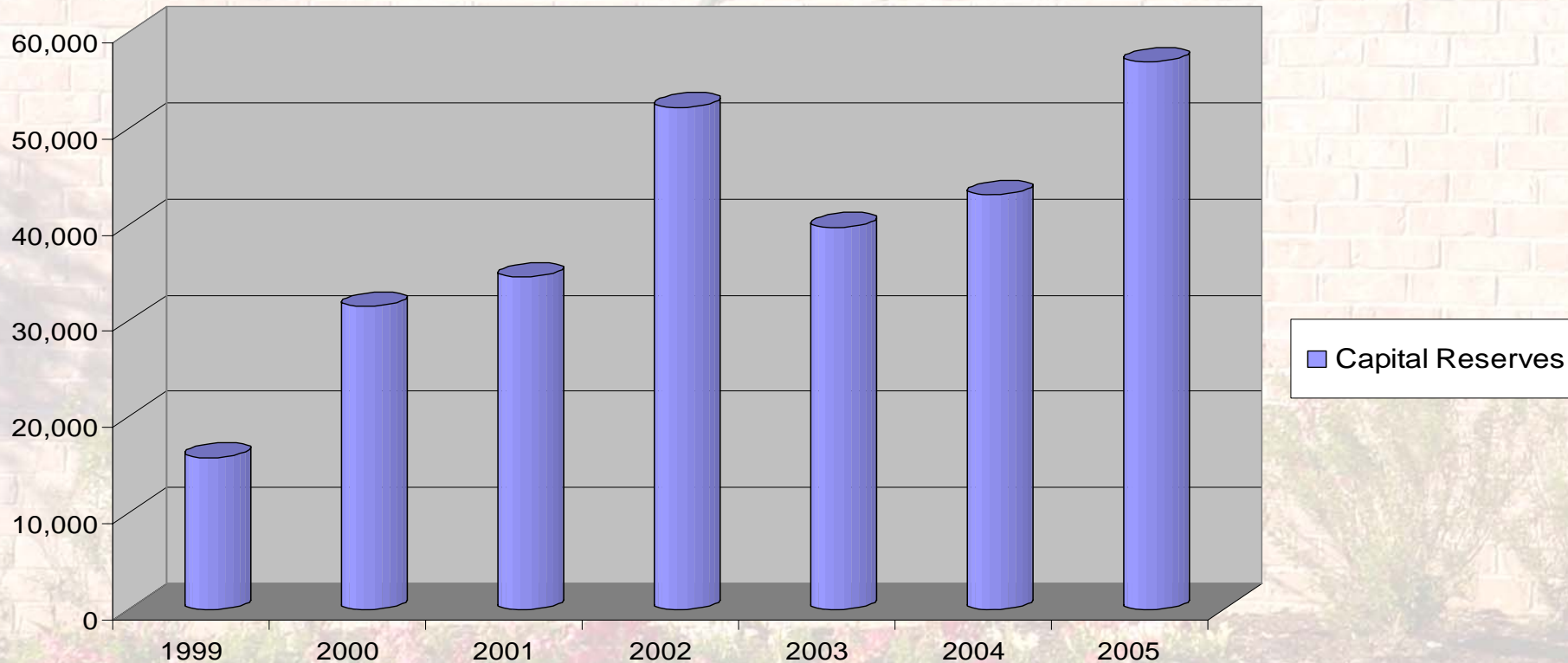
<b>CATEGORY</b>	<b>BUDGET</b>	<b>ACTUAL</b>
Revenues	\$ 228,428	\$ 242,544
Direct Expenses	\$ 157,103	\$ 140,401
G&A Expenses	\$ 75,351	\$ 73,346
Total Expenses	\$ 242,949	\$ 213,965
Net Surplus/(Deficit)	(\$ 14,521)	\$ 28,579*

\*Surplus to be used for the Mail Box Shelter Project

# SCOFIELD FARMS Directors Report

## Financial Capital Reserves Review 2005

**Scofield Farms Home Owners Association Allocated Reserves**



# SCOFIELD FARMS Directors Report

## 2005 Projects UPDATE

### COMPLETED

- » Playscape sanded and stained
- » Annual safety tree and shrub trimming
  - Total letters sent for noncompliance (that needed trimming after the deadline) = 191
  - Total noncompliance = 35
- » Irrigation repairs

### In Progress

- » Crash bar exit for pool
- » Mailbox Shelters for all seven mail stations
- » Dapplegrey street stub purchase
- » Slip resistant pool entrance (Concrete Etching)

# SCOFIELD FARMS Directors Report

## 2006 Projects

 Mailbox & Pool Shelters

 Slip Resistant Pool Entrance (Concrete Etching)

 Shade Canopy for Baby Pool

 Playscape Power Washed and Stained

 Dapplegrey Stub Purchase

 In Review

» Woodcrete Fence – Scofield Lane

» Shade cover for playscape

» New playscape equipment

# SCOFIELD FARMS

## Management Reports



**DRV's = Deed Restriction Violation**

	2000	2001	2002	2003	2004	2005
Yard maintenance	299	430	207	190	73	434
Trash cans in view	33	87	20	55	52	76
Unsightly articles	12	50	37	27	20	17
Car parking	12	32	17	2	28	33
Basketball goals	2	18	0	3	17	12
Boats / trailers	12	10	6	7	7	13
ACC/Outbuildings	2	6	2	4	3	8
Pet related	8	4	7	7	3	8
Arbor / patio covers	1	4	2	1	1	0
Room additions	0	4	1	0	0	0
Disturbances	1	3	2	2	2	3
Other	0	0	0	15	14	14
<b>Totals</b>	<b>382</b>	<b>648</b>	<b>301</b>	<b>313</b>	<b>220</b>	<b>618</b>

# SCOFIELD FARMS

## Election of Board Members

### **Two open positions**

 Each position is a three year term

 Candidates Nominations

 Candidate Self Introduction & Qualifications (3 minute maximum per candidate)

### **Candidates**

 Candidate 1

 Candidate 2

 Candidate 3

**Please Vote for a maximum of Two (2)  
Future Directors**

**Please hand your ballots to Directors:  
Leigh Ann Brunson and  
Barry Robinson**

**Leigh Ann & Barry will count the  
ballots and let me know the results**

# **BREAK – 15 Minutes**

## **SCOfIELD Website**

### **“Get Connected”**

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# SCOFIELD FARMS

*Committee Chairs and Volunteers*

# THANK

# YOU!

# SCOFIELD FARMS

## Committee Chairs

<b>Committee</b>	<b>2005 Chairperson</b>	<b>2006 Chairperson</b>
Adult Recreation	<b>OPEN</b>	<b>OPEN</b>
Architectural Control	Gayle Fisher	Gayle Fisher
Children's Recreation	<b>OPEN</b>	<b>OPEN</b>
Gazette Newsletter	Maria Shelby	Maria Shelby
Landscaping	Jennifer Schwan/Dan Schultz/Laxmi Krishna	Dan Schultz/Laxmi Krishna
Mail Box Shelters	Doug Hamm	Doug Hamm
National Night Out	Steve Walden	Steve Walden
Security	Stephen Sebesta	Stephen Sebesta
Parks	Mike Brindle	Mike Brindle
Pool	Leigh Ann Brunson	Leigh Ann Brunson
Welcoming	Piyush Mehta	Piyush Mehta
Website	Craig & Roberta Becker	Craig & Roberta Becker
Yard of the Month	Julia Quebe Peterson	Julia Quebe Peterson
Zoning & Development	Scott Peterson/Shirley Madrid	Scott Peterson/Shirley Madrid

# SCOFIELD FARMS

## *Committee Reports*



**Park Update – Mike Brindle**

[Photo](#)

[Map](#)



**Architectural Control Committee – 2005**



**Chair Person – Gayle Fisher**



**Email Address – [Gaylegfisher@hotmail.com](mailto:Gaylegfisher@hotmail.com)**



**All Changes or Additions Need to be Approved Prior to Work or Addition Including:**

- » Exterior painting and color, roofing material and color, fencing, landscaping changes, additions of playscapes, pools, arbors, decks, etc.

# SCOFIELD FARMS NEW BUSINESS



## Association Guest Speakers



Member sign up sheet



Limit of 3 minutes per member

# **SPECIAL THANKS**

**TO: PARMER WOODS**

**ASSISTED LIVING CENTER &**

**TERRI MARTINEZ**

**FOR THE USE OF THIS FACILITY**

**AND FOR THE REFRESHMENTS**

# SCOFIELD FARMS DOOR PRIZES

 **OVER \$199.99 in door prizes for all eligible voting members in attendance in person or by proxy**

 **Eight (8) \$25.00 Visa Debit Cards**

# 2005 SCOFIELD FARMS

## Annual Meeting

### **New Board Members**

 Position 1 – Sue Hoke

 Position 2 – Shanker Tangirala

### **James Hsu Recognition**

### **Meeting Adjourned**

**New Board Members – Please come up Front**

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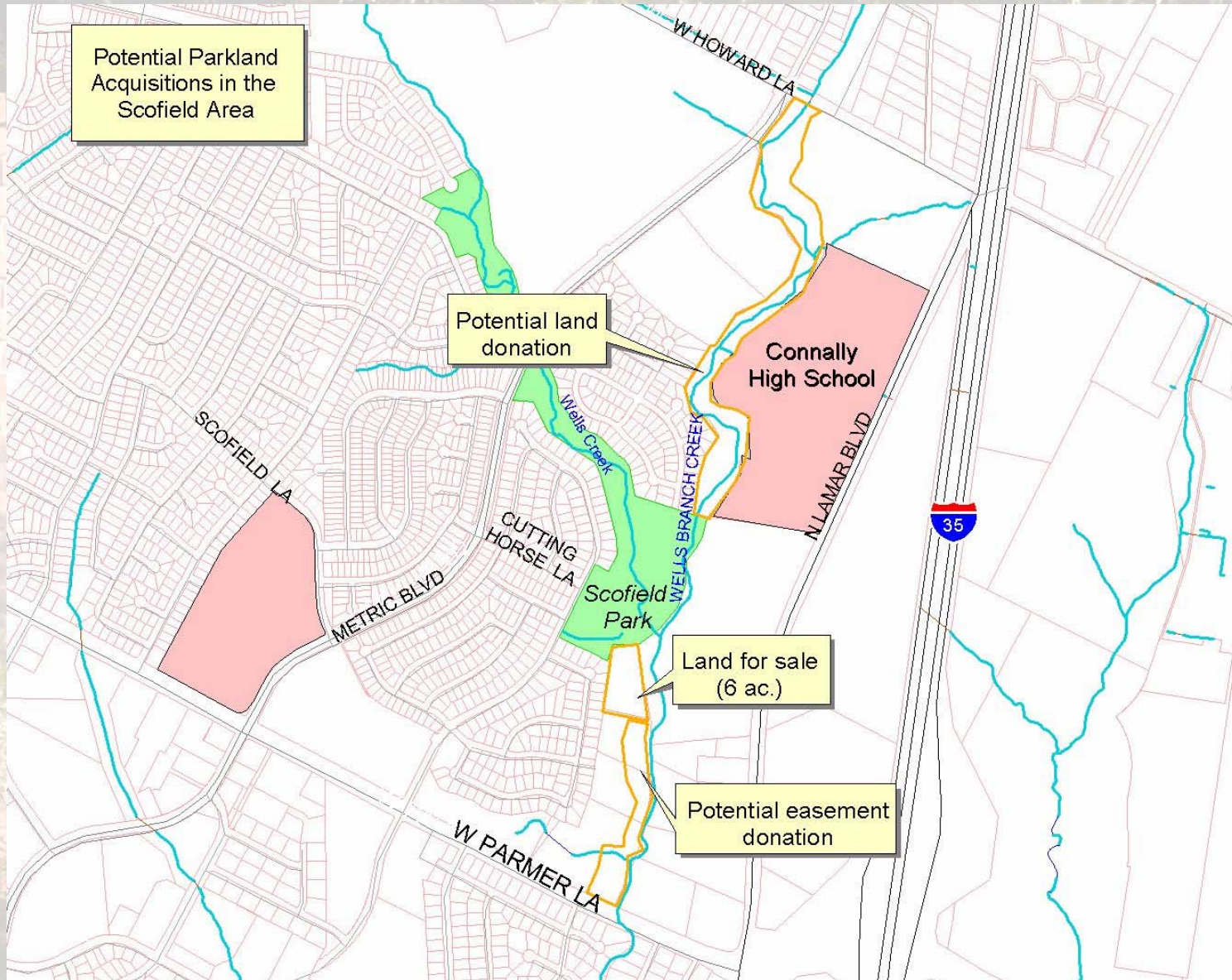
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# SCOFIELD FARMS Park



# SCOFIELD FARMS Potential Park Acquisitions



[Back](#)

# SCOFIELD FARMS Directors Report



## Dapplegrey Stub Street Purchase

