

Preston Hollow Homeowners Association

Annual General Membership Meeting

Monday, November 17, 2014

6:00 Sign In

6:15 Call to Order

Brook Hollow Library

530 Heimer Rd

San Antonio, TX 78232

Agenda:

6:15pm: Call to Order/Introduction

- a. Proof of Notice and Verification of Quorum
- b. Review Prior Minutes
- c. SAFFE Officer - Officer Knox
- d. President's Report
- e. Financial Review – Treasurer
- f. Election of One Director from the Community
- g. Open Discussion
- h. Adjournment



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Preston Hollow Homeowners Association, Inc.
6391 De Zavala Rd., Suite 223D
San Antonio, Texas 78249

Annual Meeting – November 4, 2013 - Minutes

Location:

Brook Hollow Library, 530 Heimer Rd., San Antonio, TX 78232

Board Members Present:

Kary Morawietz, Casey Sharon

Board Members Absent:

Tom Vorpahl

Management Company Representatives:

Rodney Herrera & Yvonne Lopez, DAMC

Call To Order:

The meeting was called to order by Rodney Herrera at 6:45pm.

Kary introduced himself and DAMC as the new management company for Preston Hollow HOA. He is looking forward to working with DAMC to continue to raise the value of homes in Preston Hollow by keeping the neighborhood looking nice.

Quorum:

A post review of the sign in sheet showed 8 property owners were represented and 13 additional owners were represented by proxy. A quorum was met.

Minutes:

A motion was made, seconded and a majority approved the November 2012 annual meeting minutes as written.

SAFFE Officer:

Officer Knox introduced himself as the SAFFE Officer for the community and as the link between the patrol officers and the community. He spoke of the issue he deals with daily such as dogs, speeders, etc. He gave tips on how to help prevent car and house burglaries and mentioned that crime rises during the holiday season. The homeowners presented him with a traffic issue involving school traffic. Officer Knox said he would send the issue to the traffic division to see if they could send patrol cars / bike officers out to evaluate or alleviate it. He mentioned that Councilman Juan Soles was working on getting two speed tracking signs and 4 radar gun signs for their area. Cars without tags that are parked in the street can be reported to him at 207-5191. He will green sticker them and possibly have them towed. Cars have to be parked with the flow of traffic and no more than 18" from the curb or they can be ticketed. He suggested information about parking be posted on the neighborhood website.

Report of Officers:

Kary mentioned that he would like to keep the front entrance to the neighborhood looking nice. Two trees that have died and will be replaced next year. Some of the homeowners present volunteered to remove the two dead trees to avoid the Association having to pay a vendor to do it.

Financial Review:

Rodney presented a financial overview. He said he is still working with the former management company to finalize the financials. They are having difficulties reconciling the final bank statement. A 2014 budget has been prepared and Kary has reviewed it. The dues for 2014 will be raised from \$110.00 to \$120.00 to cover rising costs of electricity, water and insurance that have all increased.

Election:

No candidate profiles were received prior to the meeting, therefore no names were on the ballot. The floor was opened for nominations. Casey Sharon nominated herself. Having no other nominations, the floor was closed and a motion was made and seconded to accept Casey by Acclamation. Casey Sharon was elected for a 3 year term.

Open Discussion Items:

- Letters were sent out from DAMC following and inspection of the entire neighborhood and after consulting with the Board on which letters to send. DAMC will follow up with the letters sent to ensure compliance.
- A question about surveying land in the flood zone was raised. It was mentioned that the surveys are for the purpose of removing some properties from the flood plain.
- The Park Area south of Thousand Oaks at the creek is in the process of being cleaned up.
- Where can trash cans be stored? Cans must be stored out of site. If smaller cans are desired, contact 311.
- The Board members mentioned that they will send a flyer/newsletter to all homeowners to advise them of the expectations with regards to property maintenance.
- What can be done about tree limbs hanging over sidewalk? DAMC can send a letter if the address is reported to us. DAMC will ask the homeowner to trim the trees to a 7' canopy. Rodney also encouraged homeowner to report the issue to 311. The sidewalk cannot be impeded by trees, bushes, flowers, etc.
- Strategies were discussed on how to get more people involved in the community.
- Are meetings required to be in November? There is some flexibility, but what is written in the Declarations must be followed.
- A homeowner gave Kary a compliment for being instrumental in getting one of the homeowners to paint their house.
- Blowing grass cuttings in street while performing yard work is not allowed.
- Call 311 for street lights that are out and fire hydrants that need painting.

Adjournment:

With no further questions, the meeting was adjourned at 7:40 pm

Respectfully Submitted

Rodney Herrera

Registered Agent on behalf of the Secretary of Preston Hollow HOA, Inc.

Secretary

Date

The above Signature validate that the Minutes were approved as written. The absence of a signature on these, prior, or future Minutes do not invalidate these or those Minutes.

Preston Hollow Homeowners Association, Inc.

Financial Statement

November 2013 through October 2014

Cash Basis

	Nov '13 - Oct 14
Ordinary Income/Expense	
Income	
Admin Fee	120.00
Annual Assessments	22,800.00
opening balance	717.96
Reimbursement	860.00
Total Income	24,497.96
Gross Profit	24,497.96
Expense	
Bank Adjustment	360.00
Committees	
Decorating Contest	257.92
Social	319.83
Total Committees	577.75
Filing Fee	39.00
Insurance Expense	
D&O	1,872.00
Liability	-35.70
Policy Fee	20.00
Total Insurance Expense	1,856.30
Landscaping and Groundskeeping	
Color Replacement	10.65
Monthly Maintenance	4,638.48
Mow Strips Along Bridge	779.40
Mulch, Flowers, Etc.	574.49
SAWS Audit	48.75
Total Landscaping and Groundskeeping	6,051.77
Meeting	
Annual	326.88
Total Meeting	326.88
Newsletter	113.40
Postage and Delivery	22.95
Printing and Reproduction	5.67
Professional Fees	
Accountant Fees	400.00
Legal Fees	1,890.34
Total Professional Fees	2,290.34
Property Management Fees	
Monthly Fee	6,840.00
Total Property Management Fees	6,840.00
Repairs and Maintenance	
Electrical	15.12
Lighting	15.12
Sprinklers	1,616.52
Total Repairs and Maintenance	1,646.76
Utilities	
Electricity	
300-0360-293	232.20
Total Electricity	232.20
Water	
000224907-0224908-0001	1,617.41
Total Water	1,617.41
Total Utilities	1,849.61
Website	
Web Hosting	120.00

Preston Hollow Homeowners Association, Inc.

Financial Statement

November 2013 through October 2014

Cash Basis

	Nov '13 - Oct 14
Total Website	120.00
Total Expense	22,100.43
Net Ordinary Income	2,397.53
Other Income/Expense	
Other Income	
Finance Charge Income	98.99
Total Other Income	98.99
Net Other Income	98.99
Net Income	2,496.52

Preston Hollow Homeowners Association, Inc.

Balance Sheet

As of October 31, 2014

Cash Basis

	Oct 31, 14
ASSETS	
Current Assets	
Checking/Savings	
1. Oper Chking PH-TX CAP	3,319.50
2. RESERVE FUNDS	
MMKT- PH-TX Cap	14,314.52
Total 2. RESERVE FUNDS	14,314.52
Total Checking/Savings	17,634.02
Accounts Receivable	
Accounts Receivable	-120.00
Total Accounts Receivable	-120.00
Total Current Assets	17,514.02
TOTAL ASSETS	17,514.02
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	19,936.09
Retained Earnings	-7,249.15
Net Income	4,827.08
Total Equity	17,514.02
TOTAL LIABILITIES & EQUITY	17,514.02

