



**Frost Farms Homeowners Association, Inc. (FFHOA)  
General Board Meeting - Agenda  
January 27, 2020 - 7:00pm - Virtual Meeting via Conference Call**

**Attendees: Janelle Alves, Angela Arias, Johnny King, Nicole Minor, James Mitchell,  
Errol Saunders, Mayor Pro-tem Kenzie Moore**

**Homeowner Attendees: Rhonda Houston, Warren Adams, Eve Williams, Andre  
Minor, Janice Ingram, Jesse Ingram, Mark Jones**

**The meeting was called to order at 7:07 p.m.**

**I. FFHOA Meeting Minutes**

- a. Distribution, review, revision and approval of the September 23, 2019 Annual Meeting Minutes-Meeting minutes were sent to all Homeowners via email. A Motion was made to accept the minutes as written. This was seconded and the motion carried. Mayor Protem Kenzie Moore was on the call and said that the search for a City Manager had been narrowed down to 2 candidates. He said that there will be a State of the City Meeting by the Mayor on February 12, 2020. A Forensic Audit has been completed and is on the Economic Development Website. They are planning a meeting to discuss the results with the citizens. There will be a meeting in March to discuss the expansion of Pleasant Run. He also stated that the Economic Development needs to move on from the Quarles family; that any issues now are between them and the media. The intersection at Wintergreen and Cockrell Hill will be Retail, but not to include a Dollar General or a Convenience Store. The City is in litigation with the developer over the SE corner of Wintergreen and Cockrell Hill as they had wanted this to be a charter school. However, the City did not allow this.

**II. FFHOA Dues**

- a. The HOA needs to take action to have neighbors bring accounts up to date.
- b. **Outstanding dues total: \$34,837.18**
- c. The Board was directed to the July 2019 minutes with guidelines for collection. The next step will be for the Board to meet and decide what the consequences will be once the letter goes out.

**III. FFHOA Taxes**

- a. We need to file a Form 990 as a nonprofit even though we have never filed one in the past. This is a recommendation from the past Treasurer's report (September 2019) AND from Current Acting Treasurer's November 2019 QuickBooks training)

- b. Nonprofits that have not received tax exempt status from the IRS should file a Form 990; when the organization's gross receipts are normally <\$50K, the organization completes a 990-N in the form of an e-postcard. The filing date is determined by the organization's end of fiscal year (generally speaking, FFHOA's fiscal/reporting year is September 1 - August 31)
  - i. As of August 31, 2019, the bank balance was \$45,335.48.
- c. Our immediate Past Treasurer's recommendation was to use Maegan Riles, EA, CPB, Ryland Tax and Financial Services, 245 N. Hampton Road, Suite B, DeSoto (she is an Enrolled Agent with the IRS).
- d. Mr. Mitchell made a motion to be in compliance with the IRS by filing Form 990. However, Mr. Saunders requests more information be obtained first; he would like the HOA to contact other HOA's to inquire if they are filing the form. This motion will be tabled due to inability to attain a motion. A meeting will be scheduled with the CPA to gain a better understanding of requirements for compliance with the IRS.

#### **IV. FFHOA Landscaping**

- a. Our current provider is North Texas Lawn and Landscape. The annual expenses are \$7524.96 (@627.08/month). They have been providing service since November 2016. We are not pleased with the level and quality of service. Chair and ARC Lead have met twice with a prospective landscaper: Alternative Landscapes (Jose Figueroa). He quoted us an amount of \$2,000 for monthly services, which is significantly higher than what we pay now. Another landscaper, Vicarious Landscapes (Billy Hopper) is expected to be sending a quote as well for monthly landscaping. We need to get more bids, as our dues do not support a \$2000 monthly landscaping fee. Last year the Board approved \$12,550 for the Phase 1 Beautification at the Pleasant Run entrance; only \$11,600 was spent. A motion was made to wait on a bid from Vicarious Landscapes. Motion was seconded, and carried.

#### **V. FFHOA Compliance with State of Texas Property Code 209**

We are not in compliance with our Bylaws. Chair has presented 3 prospective attorneys to Board Members. We will have another meeting in February to decide and go forward so that we can collect on past dues. Eve Williams states that in order to be compliant with Code 209, you must offer an installment plan to Homeowner for payment of past dues. The Bylaws were done in 2016, but may need to see if there are any new updates. Eve Williams states she will send email about concerns that were presented at that time by Homeowners. It was also noted that

Code 209 overrides Bylaws. Chair would like for all Board Members to revisit binder on Bylaws and be familiar with them prior to our next meeting. She will also email to all Homeowners how to address any past due amounts owed.

**VI. FFHOA Expenses and Budget Development**

**These items were tabled due to time, and will be presented at the next meeting.**

**VII. Next FFHOA Board Meeting**

a. Monday, March 30, 2020 at 7pm or Tuesday, March 31, 2020 at 7pm

**VIII. Adjournment**

**A motion was made to end meeting at 8:57 p.m. This was seconded and the motion carried.**

## **Texas property Code 209 Guidance for Virtual Meetings**

“(c-2) A board meeting may be held by electronic or telephonic means provided that:

(1) each board member may hear and be heard by every other board member;

(2) except for any portion of the meeting conducted in executive session:

(A) all owners in attendance at the meeting may hear all board members; and

(B) owners are allowed to listen using any electronic or telephonic communication method used or expected to be used by a board member to participate; and

(3) the notice of the meeting includes instructions for owners to access any communication method required to be accessible under Subdivision (2) (B).”