



Annual Election Meeting of the Members

Wednesday, February 28th, 2024, at 6:00pm

Microsoft Teams meeting

[Click here to join the meeting](#)

Meeting ID: 299 773 147 195

Passcode: YG6pcu

Or call in (audio only)

Number: [+1 323-433-2148](#) Conference ID: 577 936 471#

Agenda

- Establish Quorum (10%)
- Call Meeting to Order
- Proof of Notice
- Meeting Structure & Process
- Introduction of Board of Directors
 - Steve Lenart, President
 - Bellinger Glen, Vice President
 - Roderick Middlebrooks, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Sean Corcoran, Director of Operations
 - Dean McSherry, Association Manager
 - Victor Corcoran, Assistant Association Manager
 - Essex Support Staff
- Financial Review
 - December 2023 Balance Sheet & Income Statement Summary
- Community Updates & Board Updates
- Other Reports
 - Compliance / Fining Policy / Web Submissions
- Election Results
 - Introduction of Board Candidates
 - Announce the three (3) Persons Elected by Ballot
- Adjournment
- Homeowner Q&A

Proof of Meeting

Essex Association Management
1512 Crescent Drive, Ste. 112
Carrollton, TX 75006

PRESORTED
STANDARD MAIL
U.S. POSTAGE
PAID
LETTERSTREAM

Important HOA Information Enclosed



Notice of Virtual Annual Election Meeting Wednesday, February 28, 2024, at 6:00pm

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January 23, 2024

Dear Homeowner(s),

As the Managing Agent for Lake Pointe at Lavon Association, Inc., we are pleased to announce that the **Virtual Annual Election Meeting of Members has been scheduled for Wednesday, February 28, 6:00 p.m.** The purpose of this meeting will be to elect three (3) Class A Members to the Board of Directors to fill the vacant positions and to discuss normal association business. The election meeting cannot be held without the proper quorum; therefore, it is important to understand the voting processes. You may mail in your ballot or either email or fax. If you mail your ballot, please include the proxy, and ensure it is signed and dated. **The deadline for voting is Tuesday, February 27, 2024, at 5:00 pm.**

There are Four (4) ways you can vote:

1. Email your Ballot: Victor@esseshoa.com
2. Fax your Ballot: 469-342-8205 Attention Victor Corcoran
3. **Electronically** on the Association's Website at www.Lakepointeatlavonhoa.com
4. Mail the Ballot or Proxy to: Essex Association Management, L.P.
Attn: Victor Corcoran
1512 Crescent Drive, Ste. 112,
Carrollton, TX 75006

We look forward to joining us online on **Wednesday, February 28, 2024. Only the Owner of record or the proxy holder may cast a vote, and only one vote per household is accepted.** If you have questions, please email your manager at Dean@esseshoa.com or click on the "Contact Us" tab located on the Association's website.

Sincerely,

Essex Association Management, L.P., Managing Agent

On Behalf of Lake Pointe at Lavon Homeowners Association, Inc.

Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
Carrollton, TX 75006

Phone: (972) 428-2030 Fax: (469) 342-8205
www.Lakepointeatlavonhoa.com

Meeting Structure & Process

There will be no write-in candidates or floor nominations.

All Owners will have audio and voice capabilities during this meeting, however, please keep in mind, as with any other meeting, an Owner may not speak from the floor without being recognized by Essex or the Board. If you are attending online through your computer, you may access and use the “Hand Raised” icon and if time permits at the end of the meeting, Essex may choose to accept questions or comments from the floor. Please be sure any written questions are submitted before the meeting is adjourned.

December 2023 Balance Sheet

Balance Sheet Report LakePointe at Lavon Homeowners Association, Inc. As of December 31, 2023

	<u>Balance Dec 31, 2023</u>	<u>Balance Nov 30, 2023</u>	<u>Change</u>
<u>Assets</u>			
Assets			
1010 - CIT Bank Operating Account	65,945.54	94,974.51	(29,028.97)
1012 - CIT Bank-Premium Money Market	424,421.47	424,259.30	162.17
Total Assets	490,367.01	519,233.81	(28,866.80)
Receivables			
1400 - Accounts Receivable	14,122.41	15,569.51	(1,447.10)
Total Receivables	14,122.41	15,569.51	(1,447.10)
Total Assets	504,489.42	534,803.32	(30,313.90)
<u>Liabilities</u>			
Liabilities			
2000 - Accounts Payable	33,604.10	51,062.83	(17,458.73)
2050 - Prepaid Assessments	31,786.59	17,573.16	14,213.43
Total Liabilities	65,390.69	68,635.99	(3,245.30)
Total Liabilities	65,390.69	68,635.99	(3,245.30)
<u>Owners' Equity</u>			
Equity			
3900 - Retained Earnings	386,724.89	386,724.89	0.00
Total Equity	386,724.89	386,724.89	0.00
Total Owners' Equity	386,724.89	386,724.89	0.00
Net Income / (Loss)	52,373.84	79,442.44	(27,068.60)
Total Liabilities and Equity	504,489.42	534,803.32	(30,313.90)

December 2023 Income Statement Summary

Income Statement Summary LakePointe at Lavon Homeowners Association, Inc. December 01, 2023 thru December 31, 2023

	Current Period			Year to Date (12 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	2,994.86	2,396.00	598.86	600,712.77	544,420.00	56,292.77	544,420.00
Total Income	2,994.86	2,396.00	598.86	600,712.77	544,420.00	56,292.77	544,420.00
Total Expenses	0.00	2,000.00	(2,000.00)	0.00	20,000.00	(20,000.00)	20,000.00
Total General & Administrative	3,644.76	4,126.00	(481.24)	60,107.71	42,135.00	17,972.71	42,135.00
Total Taxes	0.00	0.00	0.00	1,400.42	0.00	1,400.42	0.00
Total Insurance	0.00	0.00	0.00	2,597.00	8,000.00	(5,403.00)	8,000.00
Total Utilities	9,980.18	5,715.00	4,265.18	109,508.85	68,580.00	40,928.85	68,580.00
Total Infrastructure & Maintenance	1,294.56	1,417.00	(122.44)	68,567.98	65,283.00	3,284.98	65,283.00
Total Pool	1,824.01	1,515.50	308.51	53,571.52	70,441.50	(16,869.98)	70,441.50
Total Landscaping	13,319.95	19,271.00	(5,951.05)	252,585.45	231,244.00	21,341.45	231,244.00
Total Reserves	0.00	38,736.50	(38,736.50)	0.00	38,736.50	(38,736.50)	38,736.50
Total Expense	30,063.46	72,781.00	(42,717.54)	548,338.93	544,420.00	3,918.93	544,420.00
Net Income / (Loss)	(27,068.60)	(70,385.00)	43,316.40	52,373.84	0.00	52,373.84	0.00

Community & Board Updates

Completed Projects

- Pool Inspection Performed on 1-25-24
- Advisory Committee formed(Chair: Heather Medina; Co-Chair: Karen Jacobs)
- Installed (2) Free Little Libraries at parks
- Repaired Landscaping Tree Up lights (8) on Lakepoint Blvd
- Increased Porter Services to weekly
- Performed Storm Damage Repairs to common areas
- 2023 Events (Pool Opening, Holiday Event)
- Call Center @ Essex Management Offices / New Build Inspection Dept
- New Pool Monitoring Company for 2024
- Added Bike Rack at Amenity Area

Projects In Progress / Discussion Items

- Detention Pond Project
- Picnic tables/grills in (2) parks
- Increase brightness on the lighting entrance signs
- Playground / Park Inspections
- Minor Pool Repairs / Improvements; Scheduled for March 2024
- Landscaping- Spring Improvements / Repairs Community Wide

Compliance Overview

Covenants Count Report
Lakepointe at Lavon Homeowners Association Inc.

January 01, 2023, thru December 31, 2023

Description	Violations
Lawn maintenance	363
Trash	279
No ACC	103
Improper Storage	51
Landscaping	51
Parking	27
Inoperable Vehicles	10
Exterior Maintenance	7
Unsightly and desrepair	4
Animals	2
Fence General	2
ACC Approved	1
ACC Approved with Conditions	1
Improper Signage	1
Nuisance	1
Temporary Dwellings	1

Total Number of Violations: 904

Enforcement / Fining Policy

- **Inspections Conducted Twice Monthly**
- **3 Notices are Sent Prior to Fine Being Assessed**
 - 1st Courtesy Notice
 - 2nd Notice of Violation
 - 3rd Final Notice / Fine Warning (PC209)
 - 1st Fine Notice
 - Homeowner will Continue to be Fined Until Cured
- **State Standard and per the 1st, 2nd, and 3rd Notices**
 - 10 Days to Cure
 - If Violation of Same or Similar Nature is Observed Within 180 Day Period, Enforcements will Escalate to the Next Notice as Indicated Above

Help Keep the Community Beautiful!

Actively Seeking Volunteers in Many
Capacities to Include Compliance!

Web Submissions

Lakepointe at Lavon Community Charts

Conversation Started: 01/01/23 to 12/31/23

Total Number of Submissions for Date Range: 245

Statistics by Age Data

Selection	Count
Pool	83
Compliance	44
General Question	41
Billing	34
New Homeowner	21
Maintenance	11
ACC	9
Resale	1
Gate/Fob	1

Statistics by Category Data

Aged	Count
0 day(s)	693
1 day(s)	532
2 day(s)	175
3 day(s)	147
4 day(s)	56
5 day(s)	35
7 day(s)	14
11 day(s)	14
49 day(s)	7
6 day(s)	7
25 day(s)	7
19 day(s)	7
8 day(s)	7
140 day(s)	7
24 day(s)	7

Statistics by Conversation Thread

Threads	Count
14 thread(s)	172
7 thread(s)	55
21 thread(s)	7
42 thread(s)	5
28 thread(s)	5
35 thread(s)	1

Statistics by Submission Group

Entity	Count
a homeowner	240
a realtor	3
a renter or lessee	2

Board Candidates

Candidates up for Election

- Robert Ng'ambi
- Adrian Poullisse
- Vicki Rutiaga
- Joel M. Altsman
- Tyler Richardson
- David McAnally

Board Candidates

Ballot Counts Are In... The Three (3) Newly Elected Members of Lake Pointe at Lavon Board of Directors are...

1. Tyler Richardson
2. David McAnally
3. Adrian Poullisse

What happens next for the Elected Board Members?

- Organizational meeting
- Prepare Board Binders
- Training



Meeting Adjourn

Thank You For

A T T E N D I N G



Office Information

Essex Association Management, L.P.

Monday – Friday
9:00 am – 5:00 pm

1512 Crescent Dr. Suite 112

Carrollton, Texas 75006

Phone: (972) 428-2030

Fax: (469) 342-8205

After Hours Emergency Line: (888) 740-2233

Dean McSherry

dean@essexhoa.com

972-428-2030 Ext.7322

www.essexhoa.com

The Role of Essex Association Management, L.P.

The day-to-day functions of your management team includes many different tasks.

Such tasks may include but are not limited to:

- Advise and provide administrative, managerial and operational counsel to the Board of Directors in order to assist the Board in decision making and in the operation of the business affairs of the Association
- Perform periodic site inspections of the community's common areas and routine site inspections of the individual homes
- Direct the enforcement of the restrictive covenants
- Assist in the processing of Architectural Modification Requests
- Obtain bids, evaluate and assist in acquiring insurance consistent with the restrictions and/or needs of the Association
- Supervise maintenance activities and contractor performances of vendors, obtain bids and provide proposals to the Board of Directors for new service and renewing contracts
- Provide Association financial reports, kept in accordance with GAAP (Generally Accepted Accounting Principles)
- Accounts payable and accounts receivable including the collection of delinquent accounts
- Develop and prepare Association budgets
- Work with an independent CPA firm to audit the Association books and records
- Serve as a receiving center for Association related homeowner and vendor telephone calls of all type and nature
- Reserve Fund Contribution

What Your Assessments Pay For

Essex Association Management, L.P. has been selected by the Board of Directors of your Association to provide professional management services. It is the goal of Essex Association Management to provide your community with quality service while fostering a mutual relationship of respect and trust.

- **General maintenance of all common areas:**
 - Mowing, edging, tree trimming, chemical treatments
 - Porter services
 - Replacement of trees and shrubs in the common areas
 - Installation and maintenance of seasonal color changes and mulch
- **Electricity**
 - To operate and maintain the Association's common elements and amenities, including lighting and irrigation systems
- **Repairs and General Maintenance of the Common Areas, Elements, and Amenities**
- **Legal and tax services**
 - Filing corporate, federal and state taxes, annual audits, and continual maintenance of Association books and records
- **Insurance premiums**
 - Ensuring the proper insurance is obtained, maintained, and premiums met
- **General and Administrative services (including but not limited to)**
 - Lake Pointe at Lavon Association. website, correspondence, collection letters, ACC's, Compliance, postage, supplies, inspections, filing of Association documents, meetings and more.

- **Modification Request Forms** may now be Submitted Online/ACC
- **Income Statements and Balance Sheets**
- **Governing Documents**
- **Call Center 9am-5pm**
- **Important Phone Numbers**
- **Bulletin Board/Newsletter**
- **Volunteer Forms**
- **Email Updates: Sign up Now!**



Web Submission/Homeowner Questions?

For any questions, comments, or concerns please submit an inquiry via the “Contact Us” tab through your Associations website and an Essex Representative will respond back shortly.



www.lakepointeatlavonhoa.com