



# Virtual Board of Directors Meeting

Wednesday, September 25, 2024, at 6:00 p.m.

Virtual Microsoft Teams Meeting

[Click here to join the meeting](#)

Meeting ID: 247 351 384 422 Passcode: dMiFdQ

Or call in (audio only)

Number: [+1 323-433-2148](tel:+13234332148) Conference ID: 317 292 212#

[www.lakepointeatlavonhoa.com](http://www.lakepointeatlavonhoa.com)

# Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
  - Adrian Poulisse
  - Tyler Richardson
  - David McNally
- Introduction of Essex Association Management, L.P. Representatives
  - Dean McSherry, Association Manager
  - Victor Corcoran, Assistant Association Manager
  - Essex Support Staff
- Approval of July 2024 Board Meeting Minutes
- Financial Review
  - August 2024 Balance Sheet & Income Statement Summary
  - 2025 Budget Approval
- Community Updates
  - Old Business
  - New Business
- Adjourn Open Session
- Executive Session
  - Delinquency Review
  - Ratify Fee Waivers
  - Acknowledgement of Fines and/or Self-Helps
  - Compliance Overview
- Adjourn Executive Session

# July 2024 Meeting Minutes Approval

**Board of Directors Meeting Minutes**  
**Lake Pointe at Lavon Homeowners Association, Inc.**  
 7.25.2024

Name	Title	Present
Adrian Poulisse	President	Y
Tyler Richardson	Vice President	Y
David McAnally	Secretary	Y

**Present from Essex Association Management, L.P.:**  
 Dean McSherry, Community Association Manager  
 Victor Corcoran, Assistant Manager  
 Essex Support Staff

**Meeting Type and Location:**  
 Board of Directors  
 Virtual Meeting  
 July 25, 2024 @ 2:30pm

**Meeting called to order at 2:31 pm.**

**Introductions:** Dean McSherry gave introductions to the Board of Directors and Essex Association Representatives.

**Approval of March 2024 BOD Budget Meeting Minutes:** Dean called for motion to approve, Adrian motioned to approve and David Seconded motion with all in favor, motion so carried.

**Financial Review:**  
 Dean reviewed the May 2024 Balance Sheet Report and Income Statement Summary explaining what each line item consists of and any significant variances. With no questions from BOD, Financials approved. Adrian motioned to approve, and Tyler seconded motion with all in favor motion so carried.

**Board & Community Updates:**

**Projects Completed:**

- Retention Pond – landscaping & Irrigation
- Park Enhancements
  - Picnic tables & grills installed
- Pool Update
  - Pools repairs from damage
  - Increased and enhanced maintenance schedule
  - New pool monitoring company
- Increased Portering and Compliance to weekly service schedule

- New Build Inspection – bi-weekly
- Playground & Park Inspection/Compliance

**Projects in Progress:**

- Butterfly Park Project
  - RFP for enhancements/improvements
- Security Camera Enhancements at Amenity area
- 2025 Budget Season

**With no other business to discuss Dean called for motion to adjourn the open meeting at 2:56 pm, Adrian motioned to adjourn, and David seconded motion with all in favor motion so carried.**

**Executive session initiated at 2:56 pm**

- Delinquency Review & Vote  
 Adrian motioned to approve, and Tyler seconded the motion, with majority in favor motion so carried, with moving forward with steps of the delinquency process. Pre-Application Letter, Attorney demand letter
- Dean covered compliance violation charges/approval  
 Adrian motion to approve and Tyler seconded motion with all in favor motion so carried
- Dean covered Compliance Overview

**Action Items:**

1. Pool monitoring service is not doing what they are supposed to be doing. Dean and Victor will look further into this situation.
2. We will start working on setting up the committees. We will schedule a meeting with volunteers to have a workshop via teams (5<sup>th</sup> of August if possible).

**With no other business to discuss Dean called for motion to adjourn the executive meeting at 3:01pm, Adrian motioned to adjourn, and Tyler seconded motion with all in favor motion so carried.**

\_\_\_\_\_  
 Signature of Secretary or Board President                      Date

Minutes Prepared by: Robert Larin, Essex Association Management, L.P., On behalf of Lake Pointe at Lavon Homeowners Association, Inc.

# August 2024 Balance Sheet

## Balance Sheet Report LakePointe at Lavon Homeowners Association, Inc.

As of August 31, 2024

	<u>Balance Aug 31, 2024</u>	<u>Balance Jul 31, 2024</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Assets</b>			
1010 - CIT Bank Operating Account	184,831.70	237,350.93	(52,519.23)
1012 - CIT Bank-Premium Money Market	425,700.05	425,537.40	162.65
<b>Total Assets</b>	<b>610,531.75</b>	<b>662,888.33</b>	<b>(52,356.58)</b>
<b>Receivables</b>			
1400 - Accounts Receivable	47,326.22	46,545.35	780.87
<b>Total Receivables</b>	<b>47,326.22</b>	<b>46,545.35</b>	<b>780.87</b>
<b>Total Assets</b>	<b>657,857.97</b>	<b>709,433.68</b>	<b>(51,575.71)</b>
<b><u>Liabilities</u></b>			
<b>Liabilities</b>			
2000 - Accounts Payable	25,427.70	28,617.57	(3,189.87)
2050 - Prepaid Assessments	9,400.94	8,674.75	726.19
<b>Total Liabilities</b>	<b>34,828.64</b>	<b>37,292.32</b>	<b>(2,463.68)</b>
<b>Total Liabilities</b>	<b>34,828.64</b>	<b>37,292.32</b>	<b>(2,463.68)</b>
<b><u>Owners' Equity</u></b>			
<b>Equity</b>			
3900 - Retained Earnings	439,098.73	439,098.73	0.00
<b>Total Equity</b>	<b>439,098.73</b>	<b>439,098.73</b>	<b>0.00</b>
<b>Total Owners' Equity</b>	<b>439,098.73</b>	<b>439,098.73</b>	<b>0.00</b>
<b>Net Income / (Loss)</b>	<b>183,930.60</b>	<b>233,042.63</b>	<b>(49,112.03)</b>
<b>Total Liabilities and Equity</b>	<b>657,857.97</b>	<b>709,433.68</b>	<b>(51,575.71)</b>

# August 2024 Income Statement Summary

## Income Statement Summary LakePointe at Lavon Homeowners Association, Inc.

August 01, 2024 thru August 31, 2024

	Current Period			Year to Date (8 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	8,206.82	4,632.00	3,574.82	589,881.67	569,486.00	20,395.67	588,020.00
Total Income	8,206.82	4,632.00	3,574.82	589,881.67	569,486.00	20,395.67	588,020.00
Total Expenses	0.00	300.00	(300.00)	0.00	1,800.00	(1,800.00)	3,000.00
Total General & Administrative	4,065.84	3,554.50	511.34	38,453.69	38,752.50	(298.81)	56,565.00
Total Insurance	0.00	0.00	0.00	7,284.00	9,500.00	(2,216.00)	9,500.00
Total Utilities	17,436.14	7,225.00	10,211.14	69,628.75	57,800.00	11,828.75	86,700.00
Total Infrastructure & Maintenance	2,644.25	2,685.00	(40.75)	34,869.75	46,605.00	(11,735.25)	73,220.00
Total Pool	11,971.86	11,123.00	848.86	41,694.76	55,894.00	(14,199.24)	73,250.00
Total Landscaping	21,200.76	21,209.76	(9.00)	214,020.12	186,548.08	27,472.04	277,009.12
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	8,775.88
Total Expense	57,318.85	46,097.26	11,221.59	405,951.07	396,899.58	9,051.49	588,020.00
Net Income / (Loss)	(49,112.03)	(41,465.26)	(7,646.77)	183,930.60	172,586.42	11,344.18	0.00

# Review & Approve 2025 Proposed Budget

Mon Sep 23, 2024 09:54 am  
Report: dwr\_bx\_summary\_next\_year\_rpt

## Budget Summary Report

### LakePointe at Lavon Homeowners Association, Inc. 2025 Proposed Budget

	<u>2025 Budget</u>
<b>Income</b>	
4100 - Assessments	528,000.00
4195 - Transfer Fees	0.00
4200 - Late/NSF Fee	2,500.00
4250 - Collection Fee Charge	1,500.00
4300 - Misc Income	0.00
4350 - Violation charge	500.00
4410 - Demand Letter Income	420.00
4500 - Interest Income	500.00
4801 - Working CAP Fee	54,600.00
<b>Total Income</b>	<b>588,020.00</b>
<b>Total LakePointe at Lavon Income</b>	<b>588,020.00</b>
<b>Expenses</b>	
8000 - Contingency	3,000.00
<b>Total Expenses</b>	<b>3,000.00</b>
<b>General &amp; Administrative</b>	
5100 - Administrative Expenses	1,070.00
5101 - Postage	4,500.00
5104 - Printing and Reproduction	1,300.00
5105 - Website Expense	450.00
5106 - Homeowner Functions	9,000.00
5109 - Licenses, Permits, & Fees	250.00
5110 - Professional Management	33,000.00
5120 - Collection Fees Billed Back	1,500.00
5121 - Property Inspections	2,903.00
5122 - Meeting Expenses	250.00
5125 - New Build Inspection	1,500.00
5170 - Bank Fees	20.00
5176 - Legal Fees	1,000.00
5177 - Legal Fees Billed Back	0.00
5180 - Audit & Accounting	500.00
5181 - Tax Preparation	550.00
5182 - Reserve Study	0.00
5192 - Signs	750.00
<b>Total General &amp; Administrative</b>	<b>58,543.00</b>
<b>Insurance</b>	
5310 - General Liability	5,127.00
5320 - Directors & Officers Liability	2,754.00
<b>Total Insurance</b>	<b>7,881.00</b>

### Utilities

6000 - Cable/Internet - Entrance/Exits	1,500.00
6010 - Electric	4,464.00
6012 - Waste/Trash Pickup	1,200.00
6020 - Water/Sewer	81,000.00
<b>Total Utilities</b>	<b>88,164.00</b>

### Infrastructure & Maintenance

5193 - Storage Unit	2,220.00
6100 - Oversight Reimbursable Charges	250.00
6261 - Grounds Porter	7,800.00
6262 - Play Ground&Pavilion Maint.	3,000.00
6264 - Holiday Decoration	10,000.00
6290 - Common Area Maintenance	15,000.00
6291 - Common Area Improvements	20,000.00
6346 - Pet Porter	0.00
6505 - Lake/Pond Maintenance	6,000.00
6600 - Security	7,500.00
<b>Total Infrastructure &amp; Maintenance</b>	<b>71,770.00</b>

### Pool

6270 - Pool Gate Repairs/Maintenance	2,000.00
6300 - Pool Maintenance Contract	34,772.00
6310 - Pool Access System/Pool Keys	500.00
6330 - Pool Supplies	750.00
6340 - Pool Repairs/Maintenance - Non Contract	2,500.00
6350 - Pool Furniture and Fixtures	5,000.00
6360 - Pool Monitoring	27,000.00
6371 - Pool Emergency Phone	1,500.00
6372 - Clubhouse/Cabana Maintenance & Repair	3,000.00
<b>Total Pool</b>	<b>77,022.00</b>

### Landscaping

6400 - Landscaping Contract	254,409.12
6401 - Landscaping Maint & Improvements	15,000.00
6405 - Trail Maintenance	100.00
6500 - Irrigation	2,500.00
<b>Total Landscaping</b>	<b>272,009.12</b>

### Reserves

6001 - Reserve Contributions	9,630.88
<b>Total Reserves</b>	<b>9,630.88</b>

**Total LakePointe at Lavon Expense** **588,020.00**

**Total Association Net Income / (Loss)** **0.00**

# Community Updates

## Projects Completed:

- Advisory Board – Welcome All – Thank you
  - Daniel Testa
  - Richard Sommers
  - Rob McDonald
  - Roy Nelms
  - Vanessa Lazarrine
  - Wendy Sheriff
  - Karen Jacobs
  - Heather Miedema
  - Joel Altsman
- 2025 Budget – No assessment increase!
- Repairs completed from wreck

## Projects in Progress:

- Butterfly Park Project – Looking at options and cost
- Camera system options – After pool closing
- Additional amenities enhancements
- New pool bids for 2025 season



## Office Information

Essex Association Management, L.P.  
1512 Crescent Drive, Suite 112  
Carrollton, Texas 75006  
Office: (972) 428-2030  
After Hours Emergency Line: (888) 740-2233

Monday - Friday  
9:00 a.m. to 5:00 p.m.

Dean McSherry  
[Dean@essexhoa.com](mailto:Dean@essexhoa.com)  
Extension: 7322

[www.lakepointeatlavonhoa.com](http://www.lakepointeatlavonhoa.com)