

Vintage Township HOA Regular Monthly Board Meeting
August 9, 2022 – 7:00 pm
Meeting Minutes

1. Call to Order at 7:07 P.M. by President Tim Dallas

2. Establish quorum

- Board members present: Tim Dallas, Jeremy Jones, Briana Cooper, Debbie Bateman, and Mackenzie Burns Payton (present by Zoom)
- Hawkize present: Brenda Hawkins
- Committee Chairs Present: Lisa Burgess on behalf of Winter Wonderland; Frosty Poston on behalf of Community Service & Safety Committee

3. Resident Comments

- Patsy Tabor expressed concerned about the high price of the landscaping bid; concerned about the landscaping in the neighborhood; proposes to form a Landscape Improvement Committee; someone needs to look closer at the bid from Tree World, because they recommend 30 gallon trees and that is not big enough; Briana made a motion to form a Landscaping Improvement Committee and have Patsy Tabor as the first member; Debbie seconded and all were in favor.
- Candidates for the Board of Directors Election in September introduced themselves:
 - Larry LaFreniere
 - John Russell
 - Chase Marberry couldn't attend, but his bio was read aloud

4. Hawkize Report

- Bank Balances as of 7/31/2022:
 - Accounts Receivable \$22,143.00
 - Operating Acct \$31,747.84
 - Pending EFTS. \$442.75
 - Event Account \$15,162.26
 - Reserve Account \$90,045.08
 - Venue Account \$24,361.77
 - Undeposited Funds \$1,526.00
 - Venmo \$600.00

- Mailbox Improvement Project – it has gone smooth so far; however, Hawkize is concerned that we still may not have enough lockers, and it is crucial that residents pick up their packages every day.
 - With the new set up there will be 20 or so parcel lockers; this neighborhood receives 50-60 packages a day
 - We are adding 6 additional small lockers, so there will be 26 lockers total... Hawkize is still recommending residents pick up their packages daily.
 - Board reviewed a Quote from Sign Design so they can put the aluminum signs above the area with the street name, as well as signs on each box for the number.

5. Officer and Committee Reports

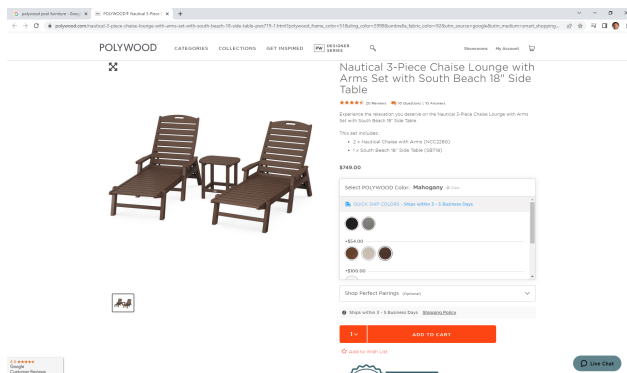
President’s Report:

Parks:

Increased watering seems to be helping the grass at Founders recover. The dirt patch in the center is getting smaller, but still has a ways to go. The park was aerated a couple weeks ago.

Pool:

8 new pool chairs were placed at the pool. At least 7 Polywood chairs are broken as well as 4 wicker chairs. A few Polywood chairs have been repaired but probably won’t last through the next summer. It is unclear if the wicker chairs can be repaired in a cost effective manner. It may be possible to repair 1-2 Polywood chairs using parts from various chairs. Recommendation is to buy at least 10 Polywood chairs with arms to be ready for the 2023 pool season. Estimated cost is \$4000.



Town Hall:

Outside GFI plugs did not handle July 3rd band’s amplification equipment, although inside, non-GFI, plugs did. Don Sena Electric plans to increase amperage of GFI plugs.

Debbie makes a motion that we buy the 10 Polywood chairs; Jeremy seconded and all were in favor.

Vice President Report:

- None

Secretary Report:

- Secretary suggested that the Secretary of the Board start scanning in the documents reviewed at Board meetings and adding them to the PDF of the monthly meeting minutes for future meeting minutes; all were in favor.

Treasurer Report:

- Inquiry regarding Insurance Policy related to the Wind/Hail percentage deductible.
- Requested a new fee schedule from Hawkize
- Inquiry regarding Camera for Salisbury Park; it has been ordered and it is going to require a sim card

Public Relations Officer Report:

- Communication Flow Discussion
 - PR Officer requested that official neighborhood business be announced by Hawkize or a Board Member.

Events Committee Report:

- None
- Announcements about Events will continue to be sent out by Email and on Facebook (Neighbors of Vintage Page), so if you are not on the email list, please contact Hawkize to add your email address for the formal announcements, and feel free to join the non-Board sponsored (just informal) Facebook group.

Community Service Report:

- Frosty Poston, Committee Chair asked: Are we interested in Sheriff Rowe coming to speak? Many people responded Yes.
- Frosty is putting together some safety events for the neighborhood

Winter Wonderland Committee Report:

- We got the \$1,000 donation from HEB again
- We ordered the new balls for the big tree at Founders

DRB:

- No report

6. Unfinished Business

- Landscaping – we need to get clarification on the size of the trees needed and review some of the quotes
- Drainage issue near resident's house in Piper Park; discussion/brainstorming on what the issue could be, previous attempts to fix the issue
 - Hawkize is going to get a quote for a French drain
- Annual Membership meeting September 13, 2022; everyone mark your calendar as this is the meeting to vote on the two open Board of Directors slots.
 - Briana made a motion to accept the nominations of Larry LaFreniere, John Russell, and Chase Marberry; Jeremy seconded and all were in favor.
 - One vote per lot
 - Residents can attend in person and vote on a paper ballot or vote electronically
- Posts at Salisbury Park – Hawkize is having a hard time finding a brick mason to come out and fix those since it's such a small project

Minutes submitted by: Briana Cooper on August 19, 2022

Minutes approved by: Tim Dallas, Jeremy Jones, Mackenzie Payton, Debbie Bateman



Balance Sheet

As of 7/31/2022, Accrual Basis

Texas Hawkize Property Management, LLC
 3917 114th ST.
 Suite B
 Lubbock, TX 79423
 www.HawkizeMgmt.com

Vintage Township Assembly, Inc.

Assets

Current Asset

Accounts Receivable	22,143.00
FB&T - Vintage Township Operating	31,747.84
FB&T - Vintage Township Operating - Pending EFTs	442.75
FB&T - Vintage Township - Event Account	15,162.26
FB&T - Vintage Township - Reserve Account	90,045.08
FB&T - Vintage Township - Venue Account	24,361.77
Undeposited Funds	1,526.00
Venmo - Vintage Township	600.00

Total Current Asset **\$186,028.70**

Fixed Asset

Accumulated Depreciation	(41,094.00)
Land	262,816.00
Property and Equipment	534,234.00

Total Fixed Asset **\$755,956.00**

Total Assets **\$941,984.70**

Liabilities

Current Liability

Accounts Payable	3,790.09
Accounts Payable - Texas Hawkize Property Mgmt	276.02
Prepayments	(1,116.00)
Venue Rental Deposits	21,838.75

Total Current Liability **\$24,788.86**

Total Liabilities **\$24,788.86**

Equity

Opening Balance Equity	866,184.23
Retained Earnings	40,537.05
Net Income	10,474.56

Total Equity **\$917,195.84**

Total Liabilities & Equity **\$941,984.70**



Income Statement

1/1/2022 - 7/31/2022, By Year, Accrual basis

Texas Hawkize Property Management, LLC
 3917 114th ST.
 Suite B
 Lubbock, TX 79423
www.HawkizeMgmt.com

Vintage Township Assembly, Inc.

Account	01/01/2022 - 07/31/2022	Total
Income		
Association Fee Income		
Association Fee Income - Other	164,787.00	164,787.00
Total for Association Fee Income	\$164,787.00	\$164,787.00
Association Late Fee Income	100.00	100.00
Association Resale Income	1,332.00	1,332.00
Capital Reserve Assessment Fee	5,526.00	5,526.00
Event Fee Income	14,696.00	14,696.00
Key Income	25.00	25.00
NSF Fee Income - Associations	75.00	75.00
Other Income	230.00	230.00
Venue Rentals		
Park Rent Income - Residents	525.00	525.00
Swimming Pool Rent Income	500.00	500.00
Town Hall Rent Income - NonResident	13,071.00	13,071.00
Town Hall Rent Income - Resident	1,500.00	1,500.00
Venue Rentals - Other	675.00	675.00
Total for Venue Rentals	\$16,271.00	\$16,271.00
Winter Wonderland Advertising	4,900.00	4,900.00
Zone Fee Income	16,576.00	16,576.00
Total Income	\$224,518.00	\$224,518.00
Expense		
Advertising	102.94	102.94
Bank Fees	62.70	62.70
Cleaning and Maintenance	3,603.32	3,603.32
Commissions	2,725.00	2,725.00
Contract Labor	5,087.12	5,087.12
Dues & Subscriptions	461.62	461.62
Filing Fees	540.82	540.82
Insurance Expense	16,973.50	16,973.50
Janitorial Supplies	580.10	580.10
Landscaping		
Irrigation Repairs	0.00	
Irrigation Repairs Expense	4,305.00	4,305.00
Landscape Maintenance Contract	31,200.00	31,200.00



Income Statement

1/1/2022 - 7/31/2022, By Year, Accrual basis

Texas Hawkize Property Management, LLC
 3917 114th ST.
 Suite B
 Lubbock, TX 79423
www.HawkizeMgmt.com

Account	01/01/2022 - 07/31/2022	Total
Landscaping - Other	13,180.07	13,180.07
Total for Landscaping	\$48,685.07	\$48,685.07
Legal and Professional Fees	731.53	731.53
Licenses and Permits	650.00	650.00
Management Fees	18,326.00	18,326.00
Office Supplies	185.02	185.02
Other Expenses	400.00	400.00
Pest Control	318.88	318.88
Pool Contract Expense	8,860.00	8,860.00
Postage and Delivery	292.95	292.95
Rental Expense	2,065.00	2,065.00
Repairs		
Repairs - Other	7,464.30	7,464.30
Repairs Expense	2,484.43	2,484.43
Total for Repairs	\$9,948.73	\$9,948.73
Security Services	7,976.02	7,976.02
Special Events & Holiday Lighting	8,576.93	8,576.93
Special Improvement Projects	12,901.97	12,901.97
Supplies		
Supplies - Other	1,795.50	1,795.50
Total for Supplies	\$1,795.50	\$1,795.50
Swimming Pool Expenses		
Swimming Pool Chemicals	8,127.24	8,127.24
Swimming Pool Expenses - Other	11.88	11.88
Swimming Pool Repairs	584.75	584.75
Swimming Pool Supplies	694.95	694.95
Total for Swimming Pool Expenses	\$9,418.82	\$9,418.82
Utilities	17,992.99	17,992.99
Total Expense	\$179,262.53	\$179,262.53
Net Operating Income	\$45,255.47	\$45,255.47
Non-operating Expense		
Capital Improvements	22,862.98	22,862.98
Venue Expenses		
Venue Cleaning	2,050.00	2,050.00
Venue Commission Expense	7,337.08	7,337.08
Venue Expense - Other	2,530.85	2,530.85



Income Statement

1/1/2022 - 7/31/2022, By Year, Accrual basis

Texas Hawkize Property Management, LLC
3917 114th ST.
Suite B
Lubbock, TX 79423
www.HawkizeMgmt.com

Account	01/01/2022 - 07/31/2022	Total
Total for Venue Expenses	\$11,917.93	\$11,917.93
Total Non-operating Expense	\$34,780.91	\$34,780.91
Net Non-operating Income	(\$34,780.91)	(\$34,780.91)
Net Income	\$10,474.56	\$10,474.56

Sign Design Graphics
 6625 19th St Suite 110
 Lubbock, TX 79407
 aubri@signdesigngraphics.com
 aubri@signdesigngraphics.com

Quote



QUOTE 12989
 Date Aug 8, 2022

QUOTE FOR

SHIP TO

Texas Hawkize Property Management, LLC
 3917 114th Street
 Lubbock TX 79423

Texas Hawkize Property Management, LLC
 3917 114th Street
 Lubbock TX 79423

Phone (806) 368-4007	E-Mail brendab@hawkizemgmt.com	Terms DUE	PO No.	Sales Rep
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Job	Description	QTY	Price	Total
1	Vinyl Die Cut HP Cast ElectroCut - Height: 0 Ft 1 In Width: 0 Ft 3 In; Description: qty 317 1in x 3in address decals - metallic silver	317	\$0.80	\$253.60
2	Vinyl Die Cut HP Cast ElectroCut - Height: 0 Ft 1 In Width: 0 Ft 9 In; Description: diecut street names for name plates	12	\$3.31	\$39.72
3	Aluminum .040 - Height: 0 Ft 2 In Width: 0 Ft 10 In; SIDES: 1; Accessories: Holes Description: qty 12 aluminum plates with holes to be screwed into a surface	12 24	\$2.92 \$0.25	\$35.04 \$6.00
4	Vinyl Die Cut HP Cast ElectroCut - Height: 0 Ft 4 In Width: 0 Ft 4 In; Description: qty 30 1-30 number decals diecut - 4x4	30	\$5.36	\$160.80

We Accept American Express, Visa, Mastercard & Discover

Subtotal:	\$495.16
Tax:	\$40.85
Total:	\$536.01
Down Payment:	\$0.00
Total Due:	\$536.01

July 2022 - HOA President's Report

Parks:

Increased watering seems to be helping the grass at Founders recover. The dirt patch in the center is getting smaller, but still has a ways to go. The park was aerated a couple weeks ago.

Pool:

8 new pool chairs were placed at the pool. At least 7 Polywood chairs are broken as well as 4 wicker chairs. A few Polywood chairs have been repaired but probably won't last through the next summer. It is unclear if the wicker chairs can be repaired in a cost effective manner. It may be possible to repair 1-2 Polywood chairs using parts from various chairs. Recommendation is to buy at least 10 Polywood chairs with arms to be ready for the 2023 pool season. Estimated cost is \$4000.



Town Hall:

Outside GFI plugs did not handle July 3rd band's amplification equipment, although inside, non-GFI, plugs did. Don Sena Electric plans to increase amperage of GFI plugs.

CHASE MARBERRY

Chase Marberry, his wife Chantelle and two children live at 12106 Salisbury Blvd.

Chase started his career in real estate before he graduated from high school, obtaining his real estate license two weeks after he turned eighteen years old. He bought his first investment property at just nineteen years of age and became a landlord and property manager at age twenty.

He eats, sleeps and breathes real-estate and is passionate for helping others discover financial freedom through investing in it. Now as a husband and father, Chase values his time more than ever and has successfully built a company that involves and revolves around his family. Building passive income and generational wealth is more than a job; it's a lifestyle that allows he and his wife, Chantelle the freedom to focus on their children and teach others how to achieve financial freedom. When he isn't buying or remodeling properties Chase also plays bagpipes as the BravePiper and enjoys driving cars and developing projects in the Lubbock community.

LARRY LaFRENIERE

For over 30 years, Larry LaFreniere has been a noteworthy leader in the telecommunications industry. As a Texas Professional Engineer, Larry is credited with constructing a 957-mile fiber optic network connecting Lubbock to Amarillo, Clovis, Midland, San Angelo, and Abilene. That network delivers internet speeds of up to 1 Gbps to residents in West Texas.

Larry first came to Lubbock from the USAF Academy for pilot training. He instructed pilots for several years and married Susan (a Lubbock native). They moved to Garland and Plano and then Colorado Springs for fourteen years. In 2003, Larry retired as a Lieutenant Colonel.

More recently, Larry helped launch a tech company. Over the past four years, he's negotiated and constructed Wi-Fi at over 60 properties totaling 15,000 apartments.

In 2006, Larry and Susan moved back to Lubbock. In 2019, they fulfilled a dream by purchasing the lot across from the Vintage Township mailboxes and building their home.

Having purchased six new construction homes in multiple cities, Larry brings a wealth of home ownership and community building experience. Having run various businesses, including multifamily real estate, he has the budgeting (P&L) and decision-making experience to serve the Vintage board and his neighbors well.

JOHN RUSSELL

I have been a resident of Vintage for some 10 years as well as an owner and Managing Partner of Market Hall and President of The Advisors Group.

It was my privilege to serve on the Board of The Vintage HOA from 2014-2019.

I have been honored to serve on some 8 boards over the years from small boards with annual incomes from \$100,000 and one employee to \$20,000,000 and 200 employees. These boards were in the areas of Charitable, Non-profits, Professional and Business venues.

Professionally, I am a Certified Financial Planner, Chartered Advisor in Philanthropy and served as an Enrolled Agent, (IRS Certified Tax Specialist), for many years.

I feel with my board experience and qualifications, working in conjunction with the other board members, I can be of service to the Vintage HOA and make a positive contribution to this great and unique neighborhood in which we live.

ROBIN CASEY - withdrawn

Tree World

Invoice NO: Estimate

Date: 6-29-2022

Po Box 558 Wolfforth TX 79382
 (806) 833-0223

NAME: Vintage
 Address
 City:
 Ph

LANDSCAPE

QTY	SIZE	DESCRIPTION	UNIT	TOTAL
		Market place pool Area		\$ -
3		Sick or dying	\$14.99	\$ 44.97
1		Pull all grasses they have a life span of	\$1,200.00	\$ 1,200.00
		6-10 Years they are done		\$ -
		No replacement shrubs recommended		\$ -
78		bags grade a cedar	\$14.99	\$ 1,169.22
		Broadfield		\$ -
35		Sick or dying shrubs	\$12.00	\$ 420.00
20	5 gal	Shrubs	\$55.00	\$ 1,100.00
2		dead trees pull	\$300.00	\$ 600.00
2	30 gallon	replaced and planted red oaks	\$699.99	\$ 1,399.98
		Founders		\$ -
35		Sick or dying shrubs	\$12.00	\$ 420.00
20	5 Gal	Replacement shrubs	\$55.00	\$ 1,100.00
80		Bags mulch	\$14.99	\$ 1,199.20
2	30 gallon	RED oaks	\$699.99	\$ 1,399.98
10000	feet	over seed burmuda	\$1.25	\$ 12,500.00
				\$ -
				\$ -
		TREE WORLD IS NOT RESPONSIBLE FOR		\$ -
		FOR ANY UNDER GROUND LINE		\$ -

SUBTOTAL \$ 22,553.35
 SALES TAX \$ 1,860.65
 TOTAL AMOUNT DUE \$ 24,414.00

*30 gallon tree
 may not be big enough*

Tree World

Po Box 558 Wolfforth TX 79382
(806) 833-0223

Invoice NO: Estimate
 Date:

NAME: Vintage
 Address
 City:
 Ph

LANDSCAPE

QTY	SIZE	DESCRIPTION	UNIT	TOTAL
		Salisbury		
42		Sick or dying shrubs pulled out hc	\$12.00	\$ -
13	5 gal	Recommend replacement	\$55.00	\$ 504.00
17		bags mulch Grade a cedar mulch	\$14.99	\$ 715.00
				\$ 254.83
		Bungalows		\$ -
39		Sick or dying shrubs pull dispose and refill	\$12.00	\$ -
26	5 Gal	Replacements	\$55.00	\$ 468.00
60		Grade a cedar mulch	\$14.99	\$ 1,430.00
		Piper park		\$ 899.40
7		Sick or dying shrubs pull dispose and refill	\$12.00	\$ -
13	5gal	Replacements	\$55.00	\$ 84.00
				\$ 715.00
		town hall		\$ -
12		Sick or dead shrubs	\$12.00	\$ -
6	5 gal	Replacements	\$55.00	\$ 144.00
18	Bags	Grade a cedar mulch	\$14.99	\$ 330.00
2200	Feet	Of fescue sod	\$1.50	\$ 269.82
				\$ 3,300.00
				\$ -
				\$ -
		TREE WORLD IS NOT RESPONSIBLE FOR		\$ -
		FOR ANY UNDER GROUND LINE		\$ -

SUBTOTAL	\$	9,114.05
SALES TAX	\$	751.91
TOTAL AMOUNT DUE	\$	9,865.96

8/5/22

BID PROPOSAL

RE: Landscape estimate Vintage Township Pool Area

Remove 3 shrubs	20.00	60.00
Pull all grasses		1500.00
78 bags of mulch	18.00	1404.00
remove 35 shrubs	20.00	700.00
replace 20 5 gallon shrubs	70.00	1400.00
replace 2- 30gallon Red Oaks	900.00	1800.00
Founders		
remove 35 shrubs	20.00	700.00
replace 20 5 gallon shrubs	70.00	1400.00
80 bags of mulch	18.00	1440.00
replace 2 30-gallon Red Oaks	900.00	1800.00
overseed burmuda 10,000 ft	1.65	16,500.00
sub total		28,704.00
sales tax		2368.08
total		31,072.08

All Seasons Property Care, Inc.

PO Box 93783
Lubbock, TX 79493 US
+1 8068632651
aspc@sptc.net
allseasonspropertycare.com

Estimate



ADDRESS
Texas Hawkize Property
Management, LLC Team
3917 114th St. B
Lubbock, TX 79423

SHIP TO
Texas Hawkize Property
Management, LLC Team
3917 114th St. B
Lubbock, TX 79423

ESTIMATE #	DATE
1813	08/09/2022

P.O. NUMBER

Vintage Township

ACTIVITY	AMOUNT
General Service Salisbury Remove and replace 24 dead shrubs. Install cedar mulch	2,375.00T
General Service Bungalows Remove and replace 32 dead shrubs Install cedar mulch	4,065.00T
General Service Townhall Remove sick and dying shrubs. Replace 12 shrubs Install cedar mulch Overseed 2200 sq ft fescue	7,250.00T

SUBTOTAL	13,690.00
TAX	1,129.43
TOTAL	\$14,819.43

Accepted By

Accepted Date