

LAKESIDE AT HEATH

Homeowners Association

Annual Election Meeting of the Members

Thursday, February 22, 2024, at 6:00pm

Microsoft Teams meeting

[Click here to join the meeting](#)

Meeting ID: 274 958 679 504

Passcode: oxGnPQ

Or call in (audio only)

Number: [+1 323-433-2148](#) Conference ID: 667 384 543#

Agenda

- **Establish Quorum (30%)**
- **Call Meeting to Order**
- **Proof of Notice**
- **Approve 2022 Annual Meeting Minutes**
- **Meeting Structure & Process**
- **Introduction of Board of Directors**
 - **Janet Sebile, President**
 - **Deborah Pargmann, Vice President**
 - **David Simonton, Secretary**
- **Introduction of Essex Association Management, L.P. Representatives**
 - **Sean Corcoran, Director of Operations**
 - **Dean McSherry, Community Association Manager**
 - **Victor Corcoran, Assistant Community Manager**
 - **Robert Larin- Essex Support Staff**
- **Introduction of Constable Jason Johnson (Update on Community Report)**
- **Financial Review**
 - **November 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



LAKESIDE AT HEATH

Homeowners Association

Rescheduled Notice of Virtual Annual Election Meeting of Members

Thursday, February 22, 2024, at 6:00pm

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Meeting ID: 274 958 679 504

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January 31, 2024

Dear Homeowners,

As the Managing Agent for Lakeside at Heath Homeowner's Association Inc., we are pleased to announce that a **Virtual Annual Election Meeting of Members has been RESCHEDULED for Thursday, February 22nd, 2024, 6:00 p.m.** The purpose of this meeting is to elect two (2) Class A Members to your Association's Board of Directors and to discuss the normal business of the Association. Please note, one prior meeting was scheduled but could not be held due to lack of quorum. If the quorum for the upcoming meeting is not met, the Board, per the Covenants, Conditions and Restrictions (CC&Rs), will adjourn the meeting and immediately reconvene the meeting so the election process may proceed, and the business of the Association can be discussed. **All prior proxies and election ballots cast remain valid. If you previously submitted one or both forms, there is no need to complete and submit the forms again unless you wish to change your proxy holder or the prior vote(s) cast.**

You may cast your vote electronically either on the Association's website or by email or fax. It is not necessary to assign your proxy if you vote electronically as your vote also counts toward the required quorum. If you mail your ballot, please include the proxy, and ensure it is signed and dated. Only the Owner of record or the proxy holder may cast a vote, and only one vote per household is accepted. **The deadline for voting is Wednesday, February 21, 2024, 5:00 pm.** Please be sure your ballot reaches us by then.

There are 4 ways you can vote:

1. **Electronically** on the Association's Website at www.lakesideatheathhoa.com
2. Email your Ballot: dean@essexhoa.com, victor@essexhoa.com
3. Fax your Ballot: 469-342-8205 Attention: Dean McSherry or Victor Corcoran
4. Mail the Ballot or Proxy to: Essex Association Management, L.P.

Attn: Dean McSherry or Victor Corcoran
1512 Crescent Drive, Ste. 112,
Carrollton, TX 75006

We look forward to you joining us online **Thursday, February 22nd, 2024, at 6:00 p.m.** If you have any questions, please email your manager at dean@essexhoa.com or submit an inquiry from the "Contact Us" tab located on the Association's website.

Sincerely,

Essex Association Management, L.P., Managing Agent
On Behalf of Lakeside at Heath Homeowner's Association, Inc.

cc: Association File

Enclosures: Draft Agenda, Proxy, Ballot, and Candidacy Statements

Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
Carrollton, TX 75006
Phone: (972) 428-2030 Fax: (469) 342-8205
www.lakesideatheathhoa.com

2022 Annual Meeting Minutes



Reconvened 2022 Virtual Annual & Election Meeting

Minutes of the Reconvened Annual & Election meeting of the Lakeside at Heath Homeowners Association, Inc, held virtually on January 17, 2023, at 6:30pm

Established Quorum (15%) - was met with proxies and votes submitted electronically.

Meeting called to order at 6:33pm.

Introductions Given by: Sean Corcoran

Present Board members:

Janet Sebile- Appointed by Declarant

David Simonton- Appointed by Declarant

Present From Essex Association Management, L.P

Sean Corcoran, Director of Operations

Brendon Herrera, Association manager

Victor Corcoran, Essex Support staff

Proof of Notice: Emailed to homeowners.

Financial Review: Sean reviewed the following:

- 2021 Year End Income Statement. With a total expense of 187,732.55 and a Net income loss of 28,276.70.
- October 2022 Balance sheet & Income statement Summary
 - o Sean discussed the current financial standings of the community. Reviewed the income statement explaining the expenses & variances.

Community Updates: Sean reviewed the following:

- **Completed Projects**
(Items listed in detail on the presentation posted on the website)
 - o Pool & Cabana repairs
 - o Common area
 - o Community Events- HOA sponsored.
 - o Landscaping
 - o Streets
 - o Signage

pg 1



Reconvened 2022 Virtual Annual & Election Meeting

- **Projects in progress**
(Items listed in detail on the presentation posted on the website)
 - o Pool & Cabana Repairs
 - o Streets
 - o Ponds
- **Advisory Committee updates**
 - o The committee reviewed the 2023 events calendar.
- **Developer Updates**
 - o Current Homeowner lots- 559
 - o Total buildout- 592

Other reports: Sean reviewed the following:

- **Compliance**
 - o From the beginning of the year to December of 2022, the total of violations were 364, with the top three being Trash Containers/ Lawn Maintenance and No ACC Applications.
- **Web Submissions**
 - o From the beginning of 2022 to December of 2022 the total number of web submissions was 213, with the top three being Billing/ General and Pools.

Election Results: Sean announced the winner & New Bored member:

- Sean announced the winner, **Deborah Pargmann** with 62 total votes.

With no other business to discuss, motion to adjourn by Janet and second by David at 7:12pm.

Homeowners Questions & Answers:

- Question 1: Does the HOA maintain the pond off Ellinger.
 - o Answer: No, that big pond is a part of the marina, no plans to landscape the area.
- Question2: What did DRH add to the common area?
 - o Answer: The Declarant added common area off Ellinger & Cosmos Ct
- Question 3: There's lots of builder trash around the community, who will pick it up?
 - o Answer: We will get in contact with the builder and have this issue addressed.

Signature of Secretary or Board President

Date

Minutes Prepared by: Victor Corcoran, Essex Association Management, L.P.,
On behalf of Lake Side At Heath Homeowners Association, Inc.

pg 2

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.

November 2023 Balance Sheet

Balance Sheet Report Lakeside at Heath Homeowners Association, Inc. As of November 30, 2023

	<u>Balance Nov 30, 2023</u>	<u>Balance Oct 31, 2023</u>	<u>Change</u>
<u>Assets</u>			
Assets			
1010 - CIT Bank Operating Account	2,752.93	15,089.79	(12,336.86)
1011 - CIT Bank Reserve Account	104,037.49	103,257.88	779.61
Total Assets	106,790.42	118,347.67	(11,557.25)
Receivables			
1400 - Accounts Receivable	82,434.19	62,954.02	19,480.17
Total Receivables	82,434.19	62,954.02	19,480.17
Total Assets	189,224.61	181,301.69	7,922.92
<u>Liabilities</u>			
Liabilities			
2000 - Accounts Payable	10,595.93	2,194.84	8,401.09
2050 - Prepaid Assessments	4,558.31	3,290.31	1,268.00
2200 - Notes Payable	79,138.29	79,138.29	0.00
Total Liabilities	94,292.53	84,623.44	9,669.09
Total Liabilities	94,292.53	84,623.44	9,669.09
<u>Owners' Equity</u>			
Equity			
3900 - Retained Earnings	27,177.68	27,177.68	0.00
Total Equity	27,177.68	27,177.68	0.00
Total Owners' Equity	27,177.68	27,177.68	0.00
Net Income / (Loss)	67,754.40	69,500.57	(1,746.17)
Total Liabilities and Equity	189,224.61	181,301.69	7,922.92

November 2023 Income Statement Summary

Income Statement Summary Lakeside at Heath Homeowners Association, Inc. November 01, 2023 thru November 30, 2023

	Current Period			Year to Date (11 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	23,540.14	1,350.00	22,190.14	330,332.81	231,441.00	98,891.81	232,791.00
Total Income	23,540.14	1,350.00	22,190.14	330,332.81	231,441.00	98,891.81	232,791.00
Total General & Administrative	3,169.46	1,742.00	1,427.46	42,754.26	24,736.00	18,018.26	28,981.00
Total Taxes	32.16	16.00	16.16	32.16	183.00	(150.84)	200.00
Total Insurance	0.00	0.00	0.00	6,389.00	5,889.00	500.00	5,889.00
Total Utilities	5,711.10	2,329.00	3,382.10	53,465.24	25,599.00	27,866.24	27,925.00
Total Infrastructure & Maintenance	10,102.15	1,120.00	8,982.15	47,429.51	20,325.00	27,104.51	21,446.00
Total Pool	2,391.54	2,350.50	41.04	67,238.20	74,114.00	(6,875.80)	76,462.50
Total Landscaping	3,879.90	4,000.00	(120.10)	45,270.04	46,509.00	(1,238.96)	50,510.40
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	21,377.10
Total Expense	25,286.31	11,557.50	13,728.81	262,578.41	197,355.00	65,223.41	232,791.00
Net Income / (Loss)	(1,746.17)	(10,207.50)	8,461.33	67,754.40	34,086.00	33,668.40	0.00

Community & Board Updates

Completed Projects

- Fountain @ Camilla Pond (Reimbursed by DR Horton)
- Unauthorized Parking/ Vehicle policy in place
 - Email/Website Communication
 - New Signage
- Leasing Cap Amendment- Did not pass
- Compliance Committee Established and Trained
- Pool Inspection 12-13
- 2024 Budget- Approved with no increase in assessment
- New Amendments (State Required Policy Changes)
- Buffer Zone clean up behind Sydney
- New Common area/Dog Porter

Projects In Progress / Discussion Items

- Bidding 2024 Pool Contracts (Service/Maintenance, Monitoring, Gate Access)
- Pool area repairs/replacement/maintenance- March 2024
- Pothole at 740 entrance - MUD
- Camilla Pond Overflow Project
- Lighting at Cluster Mailbox on Maverick

Compliance Overview

Covenants Count Report
Lakeside at Heath Homeowners Association Inc.

January 01, 2023, thru December 31, 2023

Description	Violations
Lawn Maintenance	445
Trash Containers	207
No ACC	95
Landscaping	82
Unauthorized Parking	75
Improper Storage	45
Improper Signage	11
Miscellaneous Items Visible	10
Unsightly / In Disrepair	7
Inoperable Vehicle	5
Pets	5
Exterior Maintenance	4
Non-Compliance of ACC Denial	2
Self Help Action Notice	2
Bulk Debris/Greenery	1

Total Number of Violations: 996

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

Lakeside at Heath Community Charts

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

Total Number of Submissions for Date Range: 212

Statistics by Age Data

Selection	Count
Compliance	94
General Question	52
Billing	23
Pool	19
Maintenance	10
ACC	8
New Homeowner	4
Resale	2

Statistics by Category Data

Aged	Count
0 day(s)	518
1 day(s)	469
2 day(s)	231
3 day(s)	105
4 day(s)	63
6 day(s)	35
5 day(s)	14
7 day(s)	14
13 day(s)	7
12 day(s)	7
37 day(s)	7
11 day(s)	7
8 day(s)	7

Statistics by Conversation Thread

Threads	Count
14 thread(s)	188
7 thread(s)	11
21 thread(s)	5
28 thread(s)	5
35 thread(s)	3
119 thread(s)	1

Statistics by Submission Group

Entity	Count
a homeowner	206
a realtor	3
a renter or lessee	1
a vendor	1
a builder	1

Board Candidates

Candidates up for Election

1. **Janet Sebile**
2. **David Simonton**

Election Results

Ballot Counts Are In... The Two (2) Newly Elected Members of Lakeside at Heath Board of Directors are...

1. Janet Sebile / 2 Year Term

2. David Simonton / 2 Year Term

Congratulations!

Meeting Adjourn

Thank You For

A T T E N D I N G

LAKESIDE AT HEATH

Homeowners Association

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)**
 - Lakeside at Heath Association. website, correspondence, collection letters, ACC's, Compliance, postage, supplies, inspections, filing of Association documents, meetings and more.

www.lakesideattheathhoa.com

- **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!**



LAKESIDE AT HEATH
Homeowners Association

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.



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