



## Bedford Estates

Homeowners Association

### Board of Directors Meeting Minutes July 16, 2023

#### ATTENDEES:

TITLE	OFFICE HOLDER	PRESENT
President	Jim Griffin	X
Vice President	Renee Chappell	X
Secretary	Kim Smith	X
Treasurer	Brenda Roche	X
Neighbor Relations	OPEN	X
Communal Property	OPEN	
CHAIR - Beautification	Linda Pool	X
CHAIR - HOA Property	Jim Vaught	X

#### ADDITIONAL ATTENDEES:

NAME	TITLE	REASON FOR ATTENDANCE
Carol Brooks	Communication Chair	As needed
Ivonne Sewell	CHAIR - Welcome Wagon	N/A
Sonia Ashford	CHAIR - Events	N/A

**Quorum of Board Members Established: YES**

**Meeting called to order at:** 7:04 pm by President Jim Griffin

**Voice approval of minutes of previous Board meeting:** Brenda Roche made the motion to approve the minutes of the April 11, 2023, board meeting. Renee Chappell seconded the motion. Motion was unanimously approved by board members.

#### REPORTS OF OFFICERS:

##### PRESIDENT – JIM GRIFFIN

**City of Bedford:** As discussed at the April board meeting, Jim contacted the City to determine if any homes in Bedford Estates have been identified as short-term rentals. Currently, there are none. He reiterated that the City staff was also made aware of a home in Bedford Estates that currently rents their pool / backyard on an individual basis. City staff will be examining and re-crafting their guidelines to ensure that they are applicable to this type of short-term rental situation.



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- **CAI:** Jim will review the CAI 2023 Texas legislature recap. He will email a report to the board outlining specific legislation that will affect BEHA.
- **Open Board Positions:** Jim announced that Kelli Farco has resigned as Neighbor Relations Chair. With this position being open, the two committee chairs reporting to Neighbor Relations, Welcome Wagon and Events, are required to attend all future board meetings until the board position is filled. In addition, the Communal Property Board position is still unfilled. He again requested suggestions of homeowners to be contacted about filling the open positions. He will contact any identified homeowners.

#### GUEST HOMEOWNER PRESENTATION – TIM WATKINS

Tim attended a ministerial alliance which included the Colleyville mayor, city council, and city manager. The presentation included information regarding the future widening and renovation of Cheeksparger from Bedford Road to Heritage Avenue. The scope of the project will entail 1 westbound lane, 1 eastbound lane with a turn lane in the center, as well as installation of a new drainage system. Tentative plans include a 5 foot wide trail on the north side of Cheeksparger and a 10 foot wide trail on the south side of the street. Currently, there is no interlocal agreement in place between Colleyville, Bedford, and Tarrant County. The hope is to begin the lengthy design process before the end of 2023. Colleyville has grant funds to be used for beautification of landscaping along the thoroughfare, as well as subdivision entrances. Tim discussed with Colleyville city management the possibility of funds being available for the southside subdivision entrances such as Bedford Estates. He relayed that the assistant city manager, Mark Wood, would need to be contacted. Jim Griffin is not aware of any Bedford grant money being made available for the project, but he will contact the new assistant city manager, Cheryl ??????, whose is responsible for grants to the city.

#### VICE PRESIDENT – RENEE CHAPPELL

- **CCR Ballot Report:** Ballot comments have been reviewed.
- **Architectural Review Committee (ARC):** no activity
- **CCR Infractions:** 3805 Welwyn Way has erected a large playground in back yard that violates required easements. Renee contacted city Code Enforcement which revealed the homeowners did not follow required permit process. She will follow up with the city to seek resolution.

#### SECRETARY – KIM SMITH

No report



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#### TREASURER –BRENDA ROCHE

Financial Documents presented to the board were Profit & Loss and first and second quarter Budget vs Actual Expenditures recap. ((January – June 2023)

As of July 16, 2023, the status of the BEHA bank accounts is:

Checking Account	\$18,446.51
<u>Reserve Fund Savings</u>	<u>\$25,286.83</u>
 TOTAL BANK BALANCE	 \$43,733.34

All reports will be filed with the minutes and made available on the BEHA website as well as filed in the BEHA archives.

- Water Credit with City of Bedford: Brenda followed up with the City Water Department regarding the corrected final balance of the BEHA account. The revised final water credit is \$3,000 for water usage along Cummings Road.
- 2023 Annual Dues Campaign: Brenda reported that 93 households have paid their annual dues which equate to 46.5% participation. She reported that there is enough money in cash reserves to fund the balance of the 2023 budget. The board discussed neighborhood event ideas to hold which would include another opportunity for homeowners to pay annual dues.

#### STANDING COMMITTEE REPORTS

- WELCOME WAGON– Ivonne Sewell  
Ivonne emailed an updated new homeowner visit recap noting that the 3 homes sold in 2023 have received a visit from her. Contact information for the new homeowners have been forwarded to Brenda Roche to update the BEHA database.
- SPRING EVENT – Sonia Ashford  
No report available



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#### **BEAUTIFICATION – LINDA POOL.**

- Spring planting day for the HOA flowerbeds along Cummings Dr took place on April 29<sup>th</sup>. Linda is working with her committee to stay on top of weeding. The east Ashbury Flower bed is not doing well. Her plan is to purchase an additional flat of Cora Vinca to plant as fill in once the heat moderates.
- A leak in the sprinkler system at Highbury was discovered & repaired by Mike Pool.
- Linda has not yet acted on trying to price replacement July 4<sup>th</sup> buntings or Holiday Wreaths. Her plan is to research and present the total cost at the October board Meeting.

#### **PROPERTY MAINTENANCE – JIM VAUGHT**

- **Cummings Drive Irrigation System:** The valve handles located at the Highbury entrance have deteriorated to the point of needing to be replaced, Jim will obtain quotes for repair and present at the October board meeting.
- **Cheeksparger Water Main Break:** Jim reported that the project is complete. Tarrant County paid for all repairs & replacement of fencing and stonework affected by the water main break.
- **Ashbury flowerbed stonework repair:** Jim informed the board that he obtained a second bid by Brick & Stone Master for the repair and rebuild of the south Ashbury flower beds. He was not pleased with the lack of thoroughness and follow through by the original vendor approached, Master Services. Jim was reminded that at the April board meeting he was given authority to spend up to \$6300 for this project with Brick and Stone Master. He informed the board that he will quickly take care of this project.

#### **COMMUNICATIONS – CAROL BROOKS**

- Hanna Moltz resigned as chair of the communication committee for health reasons. Carol informed the board that she will fill in until a replacement chair is on board. Jim Vaught offered to assist Carol as needed.

#### **UNFINISHED BUSINESS:**

##### **PRESIDENT - JIM GRIFFIN**

- **REVIEW OF CURRENT ANNUAL DUES:** In April, Jim reported reviewing the current income versus expenditure status of BEHA and advised that board of the need to make a presentation to



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Homeowners at the next annual meeting regarding raising annual dues. After much discussion, it was decided that Jim, Renee, and Brenda would meet to determine the information and type of presentation needed to present at the Annual meeting later this year. Updates to be provided at the October board meeting.

- Annual Meeting Date: Tentative date set for Nov. 9<sup>th</sup> or Nov. 14<sup>th</sup>. Date & location will be confirmed at the October Board meeting.

#### **FUTURE MEETINGS:**

- Board Meetings – Oct 12<sup>th</sup>, 6 pm. Jim Griffin's home

**ADJOURNED AT:** 9:08 p.m.

**MINUTES PREPARED BY:** Kim Smith  
BEHA Secretary