

HARDIN VILLAGE

Homeowners Association

Virtual Annual Election Meeting Thursday, June 5th, 2025

[Join the meeting now](#)

Meeting ID: 294 007 551 442 2

Passcode: Su37MS3a

Dial in by phone

+1 323-433-2148,934152749#

www.hardinvillagehoa.com

MEETING CONDUCT



All microphones will remain muted during the meeting.



The meeting will be facilitated by the managing agent.



Please hold all questions until the Q&A session at the end of the Meeting.



Attendees are expected to conduct themselves respectfully and appropriately.



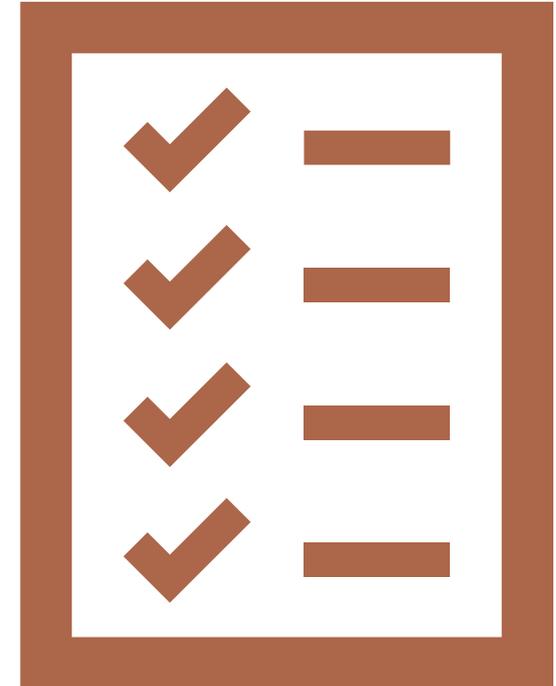
No Disruptions please



Let's Make This a Smooth & Respectful Meeting!

Agenda

- Establish Quorum (10%)
- Call Meeting to Order
- Proof of Notice
- Introduction of Board of Directors
 - Chris Vock, President
 - Cody Cunningham, Vice President
 - Sarah Meux, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Cinnamon Anderson, Senior Community Association Manager
 - Kennedy Middlebrooks, Assistant Community Manager
 - Xandrea Rhodes, Administrative Assistant
- Financial Review
- Community Updates
- Election Results
 - Introduction of Candidates
 - Announce the two (2) persons elected by Ballot
- Adjournment
- Question & Answer



April 2025 Balance Sheet

Balance Sheet Report Hardin Village Homeowners Association, Inc.

As of April 30, 2025

	<u>Balance Apr 30, 2025</u>	<u>Balance Mar 31, 2025</u>	<u>Change</u>
<u>Assets</u>			
Assets			
1010 - First Citizen Bank Operating Account	55,754.08	58,972.37	(3,218.29)
1011 - First Citizen-RSV Account	3,256.05	3,255.60	0.45
Total Assets	59,010.13	62,227.97	(3,217.84)
<u>Receivables</u>			
1400 - Accounts Receivable	9,401.39	9,386.39	15.00
Total Receivables	9,401.39	9,386.39	15.00
Total Assets	68,411.52	71,614.36	(3,202.84)
<u>Liabilities</u>			
Liabilities			
2000 - Accounts Payable	224.09	328.62	(104.53)
2050 - Prepaid Assessments	2,115.15	2,115.15	0.00
Total Liabilities	2,339.24	2,443.77	(104.53)
Total Liabilities	2,339.24	2,443.77	(104.53)
<u>Owners' Equity</u>			
Equity			
3900 - Retained Earnings	19,513.38	19,513.38	0.00
Total Equity	19,513.38	19,513.38	0.00
Total Owners' Equity	19,513.38	19,513.38	0.00
Net Income / (Loss)	46,558.90	49,657.21	(3,098.31)
Total Liabilities and Equity	68,411.52	71,614.36	(3,202.84)

April 2025 Income Statement

Income Statement Report
Hardin Village Homeowners Association, Inc.
Consolidated
 April 01, 2025 thru April 30, 2025

	Current Period			Year to Date (4 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
Income								
Income								
4100 - Assessments	0.00	0.00	0.00	59,097.60	59,097.60	0.00	59,097.60	0.00
4200 - Late/NSF Fee	50.00	29.00	21.00	725.00	117.00	608.00	350.00	(375.00)
4250 - Collection Fee Charge	75.00	17.00	58.00	480.00	70.00	410.00	210.00	(270.00)
4350 - Violation Fine Charge	0.00	0.00	0.00	100.00	0.00	100.00	0.00	(100.00)
4410 - Demand Letter Income	0.00	4.00	(4.00)	75.00	15.00	60.00	45.00	(30.00)
4500 - Interest Income	2.83	1.00	1.83	11.49	6.00	5.49	18.00	6.51
4801 - CAP Fees	300.00	0.00	300.00	600.00	600.00	0.00	600.00	0.00
Total Income	427.83	51.00	376.83	61,089.09	59,905.60	1,183.49	60,320.60	(768.49)
Total Income	427.83	51.00	376.83	61,089.09	59,905.60	1,183.49	60,320.60	(768.49)
Expense								
General & Administrative								
5100 - Administrative Expenses	75.00	221.00	(146.00)	540.00	885.00	(345.00)	2,655.00	2,115.00
5101 - Postage	145.59	60.42	85.17	410.95	241.68	169.27	725.00	314.05
5104 - Printing and Reproduction	3.50	12.50	(9.00)	18.80	50.00	(31.20)	150.00	131.20
5105 - Website Expense	75.00	42.00	33.00	175.00	167.00	8.00	500.00	325.00
5106 - Homeowner Functions	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
5109 - Licenses, Permits, & Fees	0.00	0.00	0.00	0.00	0.00	0.00	225.00	225.00
5110 - Professional Management	650.00	650.00	0.00	2,600.00	2,600.00	0.00	7,800.00	5,200.00
5120 - Collection Fees Billed Back	75.00	17.00	58.00	585.00	70.00	515.00	210.00	(375.00)
5121 - Property Inspections	102.35	115.00	(12.65)	393.79	440.00	(46.21)	1,320.00	926.21
5170 - Bank Fees	0.00	0.00	0.00	0.00	3.00	(3.00)	10.00	10.00
5176 - Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250.00
5181 - Tax Preparation	0.00	44.00	(44.00)	125.00	176.00	(51.00)	485.00	360.00
5185 - Reserve Study	0.00	0.00	0.00	0.00	2,000.00	(2,000.00)	2,000.00	2,000.00
Total General & Administrative	1,126.44	1,161.92	(35.48)	4,848.54	6,632.68	(1,784.14)	16,530.00	11,681.46

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	Actual	Budget	Variance	Actual	Budget	Variance		
Expense								
Taxes								
5201 - Property Taxes	0.00	12.00	(12.00)	0.00	48.00	(48.00)	144.00	144.00
Total Taxes	0.00	12.00	(12.00)	0.00	48.00	(48.00)	144.00	144.00
Insurance								
5310 - General Liability	0.00	0.00	0.00	0.00	0.00	0.00	2,150.00	2,150.00
5320 - Directors & Officers Liability	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00	1,250.00
Total Insurance	0.00	0.00	0.00	0.00	0.00	0.00	3,400.00	3,400.00
Utilities								
6010 - Electric	180.12	180.00	0.12	720.48	720.00	0.48	2,160.00	1,439.52
6020 - Water/Sewer	129.90	333.00	(203.10)	306.60	1,333.00	(1,026.40)	4,000.00	3,693.40
Total Utilities	310.02	513.00	(202.98)	1,027.08	2,053.00	(1,025.92)	6,160.00	5,132.92
Infrastructure & Maintenance								
6264 - Holiday Decoration	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00
6290 - Common Area Maintenance	0.00	83.00	(83.00)	0.00	333.00	(333.00)	1,000.00	1,000.00
Total Infrastructure & Maintenance	0.00	83.00	(83.00)	0.00	333.00	(333.00)	3,500.00	3,500.00
Landscaping								
6400 - Landscaping (Contract Services)	2,089.68	2,090.00	(0.32)	8,358.72	8,360.00	(1.28)	25,080.00	16,721.28
6402 - Landscape Maint & Imprv-Non Contract	0.00	166.00	(166.00)	295.85	333.00	(37.15)	1,000.00	704.15
6500 - Irrigation	0.00	246.00	(246.00)	0.00	246.00	(246.00)	1,720.00	1,720.00
Total Landscaping	2,089.68	2,502.00	(412.32)	8,654.57	8,939.00	(284.43)	27,800.00	19,145.43
Reserves								
6001 - Reserve Contributions	0.00	0.00	0.00	0.00	0.00	0.00	1,625.30	1,625.30
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	1,625.30	1,625.30

April 2025 Income Statement

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	Current Period			Year to Date (4 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
Expense								
Contingency								
8000 - Contingency	0.00	0.00	0.00	0.00	0.00	0.00	1,161.30	1,161.30
Total Contingency	0.00	0.00	0.00	0.00	0.00	0.00	1,161.30	1,161.30
Total Expense	3,526.14	4,271.92	(745.78)	14,530.19	18,005.68	(3,475.49)	60,320.60	45,790.41
Net Income / (Loss)	(3,098.31)	(4,220.92)	1,122.61	46,558.90	41,899.92	4,658.98	0.00	(46,558.90)



Community Updates

- Flags for all 2024-2025 holidays
 - Holiday Décor
 - Irrigation Repairs
-

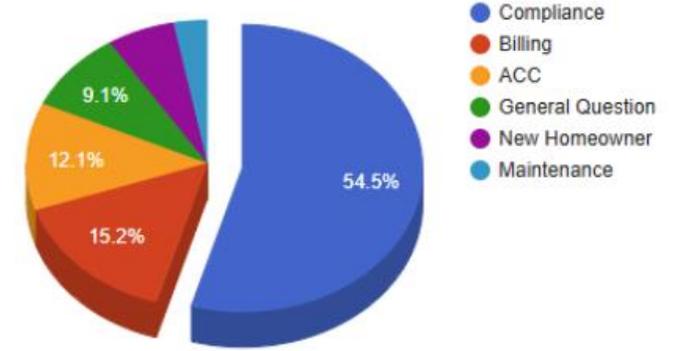
Hardin Village Community Charts

Conversation Started: 01/01/24 to 06/05/25

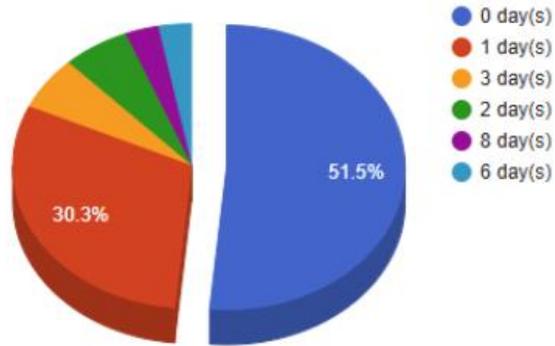
Total Number of Submissions for Date Range: 33

Category Data		Age Data		Conversation Thread		Submission Group	
Selection	Count	Aged	Count	Threads	Count	Entity	Count
Compliance	18	0 day(s)	119	1 thread(s)	2	a homeowner	32
Billing	5	1 day(s)	70	2 thread(s)	26	a renter or lessee	1
ACC	4	2 day(s)	14	3 thread(s)	4		
General Question	3	3 day(s)	14	4 thread(s)	1		
New Homeowner	2	6 day(s)	7				
Maintenance	1	8 day(s)	7				

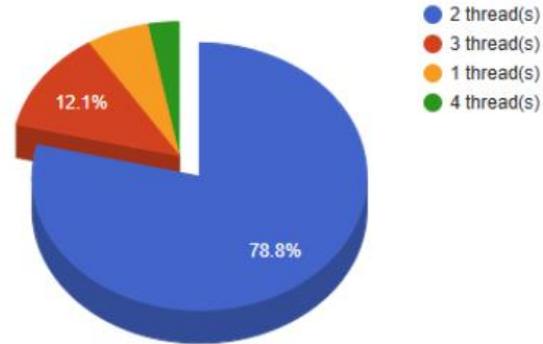
Submissions by Category



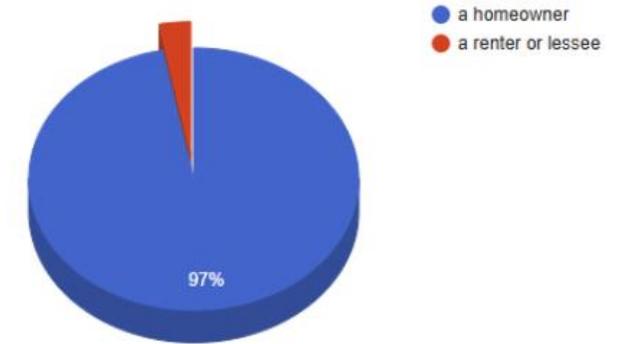
Statistics by Age



Statistics by Conversation Thread



Statistics by Submission Group



Compliance/ACC

Total= 228

Violation Type	Amount
Lawn Maintenance	94
No ACC	46
Trash / Trash Can	40
Landscaping Maintenance	17
Improper Storage	10
Holiday Decor Removal	8
Unauthorized Parking	4
Exterior Maintenance	3
Unightly / In Disrepair	2
Above Ground Pool	1
Bulk Debris/Greenery	1
DO NOT USE Fence Picket(s)	1
Non-Compliance of ACC Denial	1
Total:	228

Policy Summary: Hardin Village Enforcement & Fine Policy



Purpose: To establish consistent procedures and fines for violations of the governing documents.



Authority: Based on the Declaration, Bylaws, and Texas Property Code.



Types of Violations:

Curable (e.g., unapproved paint, trash bins in view, weeds)

Incurable (e.g., fireworks, damaging HOA property, safety threats)



Enforcement Tools:

Written notices

Fines

Corrective (Self-Help) actions

Legal action

Suspension of rights or amenities



Right to a Hearing: Owners may request a hearing within 30 days of a violation notice.



Fines: Range from **\$50 to \$750 per occurrence**, escalating for unresolved issues.

Hardin Village Enforcement Policy – Step-by-Step Summary

Policy Summary

The Hardin Village Enforcement & Fine Policy provides a structured process for handling violations of the HOA's governing documents. The Board is authorized to issue notices, assess fines, take corrective actions, and refer cases to legal counsel if necessary. Owners have the right to a hearing within 30 days of receiving a violation notice. Violations are classified as curable (e.g., property maintenance) or incurable (e.g., fireworks).

Step-by-Step Enforcement Notice Procedure

1. Initial Courtesy Notice / First Notice

- Sent by: HOA or Management
- Includes: Description and location of the violation, action required, and time to cure
- Cure Period: Typically, 10 days, but must allow at least 14 calendar days total before next step
- Notes: May be broken into segments, except in emergencies or safety threats

2. Second Notice: Fine Warning and/or Corrective Action

- Sent after 14-day cure period from initial notice expires
- Includes: Final cure opportunity, notice of pending fines and/or corrective action

3. Third Notice: Notice of Fine

- Issued if violation persists after second notice
- Fine: Up to \$50
- Cure Period: 5 days

4. Fourth Notice: Escalation

- Second Fine: Up to \$75
- Third Fine: Up to \$100
- Further Escalation: \$50/week until \$750 max fine reached
- Process restarts if violation continues past \$750

Ongoing Violations and Repeat Offenses

- Fines may recur daily until resolved
- Repeat violation of the same type within 6 months triggers immediate escalation

Corrective Action (Self-Help)

- HOA may perform remedial work after posting a 3-day notice on the door
- Costs are billed to the owner's account
- No further notice required for emergencies or safety threats

Step-by-Step Enforcement Notice Procedure

1. Initial Courtesy Notice / First Notice

- **Who sends it?** HOA or Management
- **What does it include?**
 - Description and location of the violation
 - Action needed to remedy it
 - **Time to cure typically, 10 days**
- **Notes:**
 - This notice may be split into smaller segments (e.g., 10 days now, 4 more later) as long as 14 days are provided overall.
 - For urgent/safety-related violations, the 14-day rule may be bypassed.

2. Second Notice: Fine Warning and/or Corrective Action

- **Sent after the 14-day cure period has expired**
- **What does it include?**
 - Remainder time to cure
 - Notification that fines will start if not cured by stated deadline
 - Possible initiation of corrective (self-help) action

3. Third Notice: Notice of Fine

- **When?** After deadline in second notice is missed
- **Action:** First fine of up to **\$50**
- **Cure Period:** 5 days

4. Fourth Notice: Escalation

- **Second fine:** Up to **\$75**
- **Third fine:** Up to **\$100**
- **If still unresolved after third fine:**
 - **Weekly escalation of \$50** until a **maximum of \$750**
 - The fining process **resets** after \$750 if violation continues

Ongoing Violations

- Fines may continue **daily** and **indefinitely** until violation is cured.
- A **new violation of the same type** within **6 months** is treated as a repeat and escalated immediately.

Corrective Action (Self-Help)

- HOA may take action (e.g., clean yard, remove trash) with **3-day posted notice**
- Costs are billed to owner's account

Candidate Forms – Each Candidate Allowed 2-3 Minutes to Speak

-Cody Cunningham

-Chris Vock



Candidate Forms



Board of Directors Candidacy Form

If you would like to run for a seat on the Board of Directors for Hardin Village Homeowners Association, Inc. please complete and return this Candidacy Form by or before the deadline. There will be no write-in candidates or floor nominations allowed, therefore, to ensure your name is placed on the ballot, we must receive this form by or before Thursday, April 24th, 2025 at 5:00PM.

Nominee's Name: Cody Cunningham

Address: 4132 Angelina Drive

Email Address: cody.cunningham@ymail.com Alternate Email Address:

Phone Number: (806) 679-8069 Alternate Phone Number:

// eSigned by: Cody Cunningham

// on 4/8/2025 1:41:14 PM

// stamped as 784df9d-40d7-407a-86f0-2418de18ca79

Date: 4/8/2025 1:32:38 PM

Candidacy Statement

Please tell us about yourself, as well as your vision and goals for Hardin Village Homeowners Association, Inc. .

Why would you like to serve on the Board of Directors?

My goals would be to bring value by offering clear insights, solving problems, and fostering good communication among HOA members. I would gladly provide helpful analysis, organize gatherings, and assist in decision-making.

Please list previous board position and/ or experience:

I am currently serving as Vice President of the Hardin Village HOA.

Issues you feel need to be addressed by the Board of Directors in your community:

Continuing to keep the neighborhood clean and respectful, addressing maintenance issues, and planning for future budgetary needs.

Any prior commitments that may prevent you from actively serving on the Board of Directors?

Please circle I can allocate the proper time and re



Candidate Forms



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Nominee's Name: Chris Vock

Address: 1613 Canadian Ln

Email Address: vocks2004@gmail.com Alternate Email Address:

Phone Number: (630) 276-8652 Alternate Phone Number:

// eSigned by: Chris Vock

// on 3/24/2025 8:33:52 PM

// stamped as 20250324083352-4da8-41ae-858f-205c9e654063 Date: 3/24/2025 8:17:19 PM

Candidacy Statement

Please tell us about yourself, as well as your vision and goals for Hardin Village Homeowners Association, Inc. .

Why would you like to serve on the Board of Directors?

I have loved living at Hardin Village over the past 7 years and think its a great community. I want to do my part in helping it continue to be a kept up well, while being prudent and keeping expenses down where we can.

Please list previous board position and/ or experience:

I served as Hardin Village HOA Board Secretary and then President over the past 3 years.

Issues you feel need to be addressed by the Board of Directors in your community:

Id like to see a celebration of how the neighborhood banded together to successfully influence the City Councils zoning decision, which kept the hotel from being built across the street.

Some trees may need replacing.

A service day could help clean up some debris that has lingered in common areas.

Any prior commitments that may prevent you from actively serving on the Board of Directors?

Please circle n/a

Election Results

CONGRATULATIONS to your newly Elected Board Members:

-Cody Cunningham [Term: 6/5/2025-6/5/2027]

-Chris Vock [Term: 6/5/2025-6/5/2027]





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 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 Cover:

Essex Association Management, L.P. has been contracted by your Association's Board of Directors to provide professional management services. Our goal is to deliver quality service to your community while building a relationship of mutual trust and respect.

Your assessments contribute to the following:

- Maintenance of Common Areas
 - Mowing, edging, tree trimming, and application of chemical treatments
 - Replacement of trees and shrubs in shared community spaces
 - Installation and upkeep of seasonal flowers, color enhancements, and mulch
- Electricity
 - Powering and maintaining the Association's lighting, irrigation, and other common area electrical systems
- Repairs and General Maintenance
 - Upkeep and repair of shared amenities, structures, and other Association-maintained areas
- Legal and Tax Services
 - Filing of corporate, state, and federal taxes
 - Conducting annual audits
 - Maintenance of Association financial and corporate records
- Insurance
 - Securing and maintaining appropriate insurance coverage for the Association and ensuring all premium obligations are met
- General Administrative Services (including but not limited to)
 - Website management for Lewisville Lakewood Hills HOA
 - Handling of correspondence, violation notices, and ACC applications
 - Processing compliance issues, postage, inspections, supply orders, and document filing
 - Supporting board meetings and other Association operations

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)
 - Hardin Village HOA. website, correspondence, collection letters, ACC's, Compliance, postage, supplies, inspections, filing of Association documents, meetings and more.



<https://www.hardinvillagehoa.com>



HARDIN VILLAGE
Homeowners Association



**Modification
Request Forms may
now be Submitted
Online/ACC**



**Income Statements
and Balance Sheets**



**Governing
Documents**



**Call Center 9am-
5pm**



**Important Phone
Numbers**



Volunteer Forms

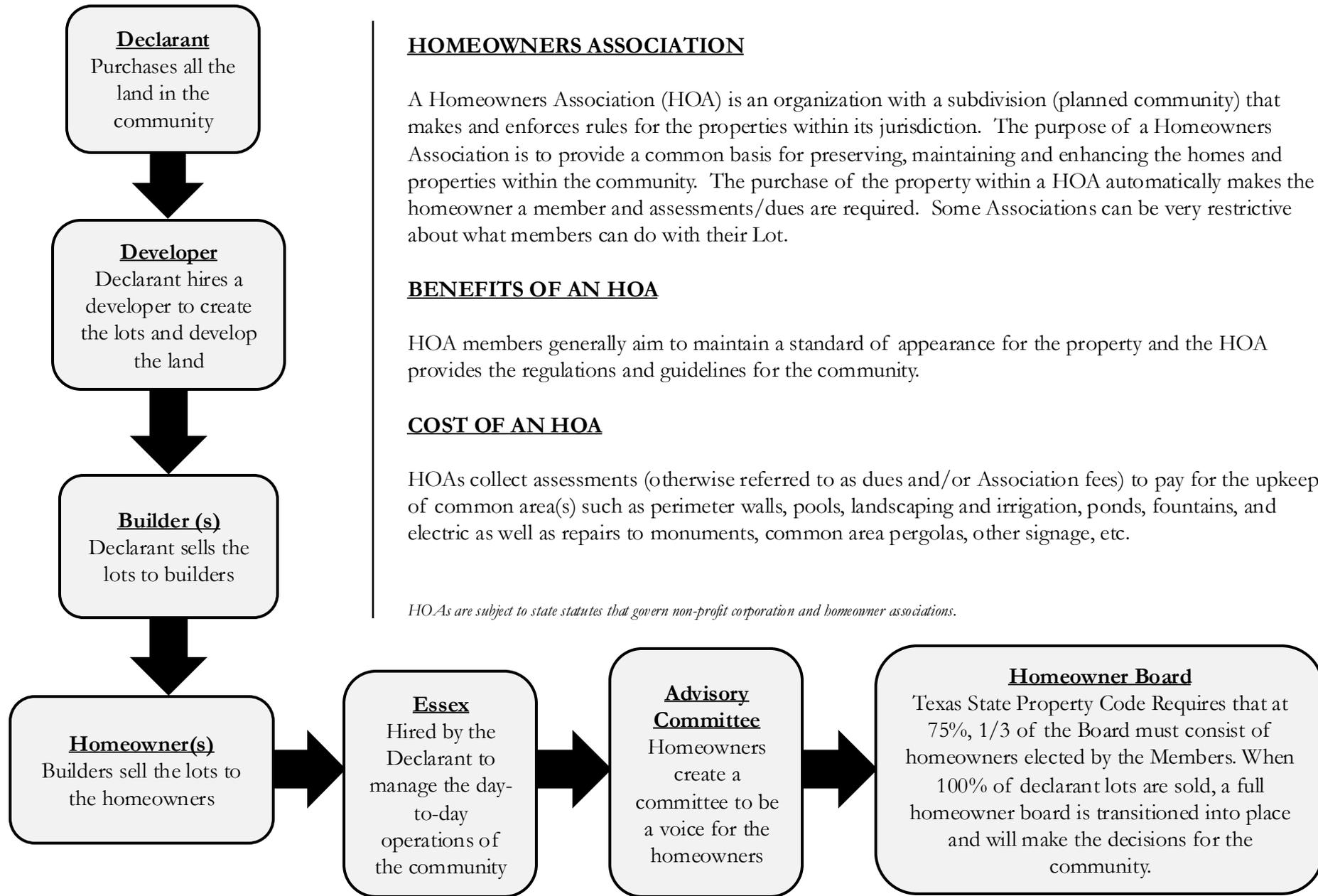


**Email & Text
Message Updates:
Sign up Now!**

Office Information



- **Essex Association Management, L.P.**
- Monday – Friday
- 8:00 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
- Essex has a full-time Customer Service Call Center available to take homeowners' calls during normal business hours. If a representative is assisting another customer, owners may leave a voicemail, and their call will be returned the same or following business day. If the representative is unable to resolve the inquiry directly, they will coordinate with the appropriate department to ensure a timely response. Additionally, or alternatively, owners may submit a web request through the "Contact Us" tab on the HOA website, and an Essex representative will respond promptly. If the owner knows the email address of the specific representative or team they wish to reach, they may also email them directly.
- **Cinnamon Anderson, canderson@essexhoa.com**
- **Kennedy Middlebrooks, kennedy@essexhoa.com**
- **Xandrea Rhodes, Xandrea@essexhoa.com**
- CAManagement@essexhoa.com
- www.essexhoa.com
- <https://www.hardinvillehoa.com>



HOMEOWNERS ASSOCIATION

A Homeowners Association (HOA) is an organization with a subdivision (planned community) that makes and enforces rules for the properties within its jurisdiction. The purpose of a Homeowners Association is to provide a common basis for preserving, maintaining and enhancing the homes and properties within the community. The purchase of the property within a HOA automatically makes the homeowner a member and assessments/dues are required. Some Associations can be very restrictive about what members can do with their Lot.

BENEFITS OF AN HOA

HOA members generally aim to maintain a standard of appearance for the property and the HOA provides the regulations and guidelines for the community.

COST OF AN HOA

HOAs collect assessments (otherwise referred to as dues and/or Association fees) to pay for the upkeep of common area(s) such as perimeter walls, pools, landscaping and irrigation, ponds, fountains, and electric as well as repairs to monuments, common area pergolas, other signage, etc.

HOAs are subject to state statutes that govern non-profit corporation and homeowner associations.

HARDIN VILLAGE
Homeowners Association

MEETING ADJOURNED

Q&A

Homeowners with Raised Hands Will have 2-3 Minutes to Speak



Please raise your hand and wait to be called upon before speaking!



If there are private matters you wish to discuss, please send an email to CAManagement@essexhoa.com



Any questions that are not answered in this meeting will be posted in the meeting minutes.



Questions may also be typed in the chat.