

Highland Creek Manor

Summer/Fall 2017

2017 Annual Meeting

The 2017 Highland Creek Manor Homeowners Association, Inc. Annual Meeting, was held at 6969 McCallum Blvd. Dallas, TX 75252 on March 16, 2017. Quorum was established with 22 proxies and 19 homes represented in person.

Officer Nevarez of the Dallas Police Department spoke briefly about the importance of reporting any suspicious activity in the community. Scheduled patrols are concentrated on those areas with the greatest need, making it doubly important that if *you see something, you say something*.

Lee Steglich gave the President's Report, speaking about ongoing repairs to the speed bumps and guardhouse and the major expenses of the 2016-2017 year. The Board took this opportunity to discuss increasing the dues by \$15.00 per month effective July 1, 2017.

There were three positions open for election. Lee Steglich, Matt Rubin, and Paul Glickler introduced themselves and each gave a presentation as to why they would like to continue to serve on the Board of Directors. With no other candidates, Lee, Matt, and Paul were welcomed back to the Board of Directors by acclamation for the 2017-2019 term.

Welcome Committee

Homeowners, Tanya Glickler and Wendy Narzem have volunteered as the HOA's Welcome Committee. Tanya and Wendy will make sure all new owners feel welcome and provide a warm greeting as they move into the neighborhood.



Lee Steglich
President

Matt Rubin
Vice President

Paul Glickler
2nd Vice President

**Jeremiah
Streetman**
Secretary

Fred Neary
Treasurer



Cyndy Long
Community Manager
c.long@sbbmanagement.com
972-960-2800 Ext. 358

Mallory Dombrowski
Administrative Assistant
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972-960-2800 Ext. 319

Architectural Review

Per the Highland Creek Manor Governing Documents, all exterior modifications, upgrades, and alterations must be approved by the Architectural Review Committee. The committee is made up of homeowners in the community whose primary purpose is to maintain the aesthetic of the neighborhood.

Exterior modifications, upgrades, and alterations include, but are not limited to: roof replacements, replacing or re-staining fences, and major landscaping. Approval can be obtained by sending the Architectural Review Request Form to Mallory Dombrowski with SBB Management.com at m.dombrowski@sbbmanagement.com. The form can be found at www.highlandcreekmanorhoa.com or at www.sbbmanagement.com.



2017 Dues Increase

At the 2017 Highland Creek Manor Annual Meeting, the Board of Directors announced its intention to request a dues increase of \$15.00 per month effective July 1, 2017, \$10 of which would be dedicated to the HCM reserve fund. A Reserve Study conducted by Criterium Engineers in 2015 projected that, if no action were taken, the community's reserve account would have a \$131,000 deficit by 2020 that could grow to \$206,000 by 2024.

Fred Neary proposed a plan to increase dues by \$15.00 per month, \$10 of which would be dedicated solely to the reserve fund. The plan would bring the reserve fund to a positive balance by 2027 based on expenses projected by Criterium. Alternative options that were discussed included simply not increasing dues, which would likely lead to a large future special assessment, or discontinuing either the guard service or the front lawn maintenance. In a community survey taken in 2015, the guard service and front lawn maintenance were the top community benefits.

Because Highland Creek Manor is a gated community, the streets, sidewalks, and common areas are considered homeowner association property and must be maintained by the community. Some of the major capital expenditures the association can anticipate include wall and gate expenses, upkeep of the guardhouse and swimming pool area, sidewalk repair and replacements, and street and speed bump repairs. A special meeting was held on April 24, 2017 to vote on the proposed dues increase of \$15.00. With 47 homes represented by absentee ballot and 12 in person, a quorum was not met and the meeting was recalled. The Recall Special Meeting was held on May 5, 2017. With 77 homes represented by absentee ballot and 4 in person. Homeowners present were welcomed to ask questions of the Board of Directors or of SBB Management Company before voting. Votes were then collected and tallied.

Homeowners voted 72 to 9 in favor of increasing the dues as proposed.

Calling All Shutterbugs!



Highland Creek Manor is looking for photos of what you love about living here! Show your pride in the neighborhood by sending your community pictures to Mallory Dombrowski at m.dombrowski@sbbmanagement.com. Select photographs will be featured in future community newsletters. Be sure to include a short caption to be featured alongside your photo.

Association Directory

Highland Creek Manor is on track to have a final version of the 2017 Community Directory by September 30th. If you have not done so already, please return your completed directory form to Mallory Dombrowski with SBB Management Company no later than September 25, 2017. It is important that you provide your contact information, including a valid phone number. This will help the management company, the guardhouse, and VIP.

Landscape and Maintenance

Please remove or raise (thin) canopies of tree limbs hanging over the sidewalks, alleys, street lights or any neighbors' property.

- Remove and replace all dead shrubs
- Weed treat yards and planter beds (apply a liquid weed killer)
- Spray shrubs and roses to keep away mites or other fungus (you can use a liquid fungicide)
- Add seasonal color and mulch to beds to help keep moisture in
- Add sod to bare areas of yard to help with erosion



Sparkling Blueberry

Lemonade

Ingredients

- 2/3 cup white sugar (superfine is best)
- 2/3 cup water
- 1 ½ cups fresh blueberries
- 1 teaspoon lemon zest
- 1 cup freshly squeezed lemon juice (4-5 whole large lemons)
- 2 cups ice cubes
- 3 cups sparkling water

Directions

1. Combine the sugar, water, blueberries, and lemon zest in a saucepan.
2. Bring to boil over medium heat and then simmer for 5-10 minutes or until the sugar is melted and the blueberries are starting to burst.
3. Remove from the heat and pass through a fine sieve or cheese cloth. Let the blueberry syrup completely cool.
4. Juice the lemons to get 1 cup lemon juice.
5. In a large blender, add the blueberry syrup, lemon juice, and ice. Blend until smooth.
6. Stir in the sparkling water and enjoy.



Home Improvements

This is the time of year to be starting those home improvements. The Association does regular inspections in the neighborhood and many homes are in need of paint and repairs. Please remember to submit an Architectural Review Request for any exterior modifications.

In the meantime, here are a few areas to look for that will help prolong the longevity of your home.

- Fences – Replace old rotted pickets or repair loose boards, replace or repair caps and re-stain or repaint the wood.
- Repair or replace gutters
- Install French drains for proper run-off to avoid erosion to the neighbor's or sidewalk
- Add a fresh coat of paint (includes garage doors, trim, chimneys, etc)
- Repair, re-stain/repaint shutters
- Replace rusted edging in your beds (or paint with Krylon Rustoleum Forest Green Paint)

Please remember to remove all contractor signs from your yard, especially once the contractor has completed his work.



Garage and Estate Sales Are Not Permitted

Due to a recent unauthorized Estate Sale in the community, the Board of Directors would like to remind homeowners these type of sales are strictly prohibited. No exceptions.

Article IX, Section 10: of the Covenants prohibits an estate sale from being conducted in Highland Creek Manor Community.

Furthermore, if an estate sale is being held, the HOA will post a notice of cancellation and shut down the sale immediately.

If you have to part with some personal items, contact a consignment shop, resale shop or donation center to pick up your items from your home. You can also use virtual sale and auction websites such as Ebay, LetGo, Facebook or Nextdoor.

These types of sales can cause disturbances in the neighborhood, limit access for emergency vehicles and are additional work for the guards.

Fines could be assessed for this violation.

City of Dallas Twice Weekly Watering Schedule

Homes with addresses ending in an even number, are permitted by the City of Dallas to water on Sundays and Thursdays. For homes with addresses ending in an odd number, watering is permitted on Saturdays and Wednesdays.

Water restrictions are in effect from April 1 until October 31 every year. Hand watering and soaker hoses are permitted at any time. Additionally, sprinkler systems are restricted to two days per week. No watering is permitted on Mondays, Tuesdays or Fridays.



Pet Care in the Neighborhood

You can avoid making a “Fido Faux Paw” by following a few simple guidelines.

When walking your pet please remember to bring a debris bag for cleanup. If you do not have a debris bag, a Pet Waste Station is located in the common area for your convenience.

Please make sure when walking your pet through the community, that it is kept on a leash at all times. Keeping your pet leashed will also keep it safe.

If you have a particularly loquacious four legged friend please try to curtail their barking to avoid disrupting your neighbors.

City of Dallas ordinances and Highland Creek Manor’s DCC&Rs regarding pick up of pet waste and care are very specific. Please respect your neighbors and community by being a responsible pet owner.



National Night Out

We are looking forward to another community get together for the 2017 National Night Out tentatively scheduled for Tuesday Oct. 3, so put that on your calendars. Games, door prizes, dinner & desserts, and a visit from the Dallas Police dept. will be featured. More information to be coming in the next month. If you are willing to volunteer, please contact Duane Mitchell at 972-596-8605.

Safety

We are approaching one year with no crime in the neighborhood, thanks to all who keep a diligent watch. Last Labor Day was the most recent crime spree, with several cars being broken into. We will be on extra alert this coming Labor Day, please keep your eyes open, cars locked and off the streets and garage doors closed. As a reminder, if you see something of a criminal nature call 911 first, then the security guard if during hours. If after hours, feel free to call Duane Mitchell @ 972-207-6950 after calling police. If you see something suspicious, don’t hesitate to call Duane to come check it out. Note: Police do not regularly patrol our neighborhood, so we all must be alert at all times.

Bulk Trash Schedule

	Earliest Set Out Date	Pick Up Window
October	September 28 th	October 3-October 6
November	November 2 nd	November 6-November 10
December	November 30 th	December 4-December 8

Bulk trash will be picked up the week of the first Monday of the month. It can be picked up as early as Monday or as late as Friday. Please do not set your bulk trash out any earlier than the Thursday before the bulk pick up week. The City can impose a fine of up to \$2,000 for Bulk Trash Violations. **Do not set your bulk trash out on your neighbor's property.**

Trimming and Pruning Crape Myrtles

Step One: Remove Low Branches

Branches should be trimmed 6 to 8 feet off the ground. If you do not need to walk under the tree or see beyond it, branches can be pruned lower on the tree. Prune unwanted low branches all the way back to the main trunk.



Step Two: Remove Upper Branches

Though a good portion of the upper branches will have been removed when the low branches are pruned, the crown of the tree will still need to be thinned to improve the health and aesthetic of the tree. Be sure to prune weak growth all the way back to the branch.

It is the habit of the Crape Myrtle to produce multiple trunks, which can cause the plant to become crowded as it matures. A healthy, well-structured Crape Myrtle will have only a few main trunks. For most Crape Myrtles 3-7 trunks is recommended and one should choose the trunks with enough space to grow and are straight and strong.

To avoid an unsightly dead trunk, and reduce the potential of bugs and disease infecting the Crape Myrtle, trim unwanted trunks as close to the soil as possible.

Pool Season

The Pool will be closed for the season

October 9, 2017

**Pool Hours:
8:00 a.m.-10:00 p.m.
Sunday-Saturday**



Pool Rules and Safety Guidelines

- Guest limit of 6 people per residence
- No lifeguard on duty
- No Diving
- Gates should remain closed and locked at all times
- No unsupervised children under 13
- Usual and customary swimming attire is required.
- No glass or alcohol in the pool area
- No pets in the pool area
- No running or rough housing
- No altering or removing pool safety equipment
- No abusive language, loud radios, excessive noise, bicycles or skate boards

In case of emergency, call 911.

Pool Party!

Highland Creek Manor offers Homeowners the opportunity to entertain friends and family at the community pool. If you are interested in having a gathering of more than 6 guests, contact Mallory Dombrowski with SBB Management Company at m.dombrowski@sbbmanagement.com. Only one party of more than 6 guests is allowed per day, and there is a \$100.00 deposit. Your reservation can be confirmed by sending SBB Management Company a Pool Party Reservation/Deposit form and a check or money order for the deposit. Once the pool area has been inspected for damage and debris following your event, your deposit will be returned.

The use of the community pool center is exclusively for residents in good standing with the Highland Creek Manor Homeowners Association and their guests. All entry to the pool is by using the community code. Homeowner's can contact Mallory Dombrowski with SBB Management Company at m.dombrowski@sbbmanagement.com to obtain the community code.

If you need to report a problem, please contact Cyndy Long with SBB Management Company at c.long@sbbmanagement.com, Monday-Thursday, 8:30-5:30 and on Friday from 8:30-5:00. After hour emergencies can be reported to the SBB Management Company Emergency Dispatch at 972-960-8500.

Highland Creek Manor
c/o SBB Management Company
8360 LBJ Freeway Suite 300
Dallas, TX 75243

Highland Creek Manor on the Web

Register your account at www.highlandcreekmanorhoa.com to get important community information and access to community documents and forms.

You can access your account information, including account balance and architectural requests, by signing up at www.sbbmanagement.com.



Keep In Touch

Do you have interesting news to share about upcoming events, personal milestones, issues of community interest?

We want to hear from you! It is our goal to include items in the newsletter that not only inform owners of important business matters and address common issues but to also include articles that are fun and help bring the community closer.

If you have an idea, article or news you'd like to share please e-mail Cyndy Long at c.long@sbbmanagent.com.