

WHO MANAGES YOUR ASSOCIATION

The responsibility of the Board of Directors is to maintain "Community-Wide Standard" supported by "mutually beneficial restrictions under a general plan of improvement for the benefit of all owners of real property within" the POA, HOA or COA, 11for the purpose of protecting the value and desirability of' properties in the Association. (These quotes are taken from Protective Covenants.) In short, your Board of Directors manages your Association much like the Board of Directors of any other type of corporation.

The following are a few of the business items the Board of Directors act on while representing the Association. The Board makes decisions regarding the repairs and maintenance of the common area amenities, performs routine inspections of the subdivision. Because of inspection the Board will act upon homeowners' violations to the Deed Restrictions, field calls and emails from concerned residents and communicates with the Declarant (if still in Class B control). (The Board meets on a regular basis monthly unless rescheduled after notifying the membership.)

The Board of Director's Maintenance Committee is informed using the Associations email address of any resident concerns regarding grounds care issues, trees, and pool areas. These concerns are shared with the Board and/or responsible committee for their review and action.

The Board of Directors has hired a third-party management company (currently Paramount Realty & Management) to assist them in carrying out the administrative duties involved with the management of the Association. These duties include attending Board meetings and taking the minutes, collection of association assessments, payment of invoices for the HOA, providing information to their CPA or accountants to prepare the corporation franchise tax and Federal Income Tax reports, maintain a website listing the HOA documents and information, liaison between members, and the Board of Directors. Communications include, Deed Restriction Violation Letters, obtaining required modification plans and information to be presented to the Board for approval, preparing Information on Subdivision with Resale Certificates for Title Companies and Realtors. As instructed, the management team assists with communications between Board and contracted vendors. (Paramount Realty & Management does not have authority to act on their own or make decisions without direct Board approval or direction.)

Please email paramountrealtytx@gmail.com or email your Association's email address if you have any questions or concerns about your Association.