

May 26, 2010

Franklin Trace Homeowners Association  
Indianapolis, Indiana 46237

Dear Homeowner,

Notice is hereby given that the **Annual Meeting of Franklin Trace Homeowners Association** will be held on **Wednesday, June 2, 2010** at the Franklin Township Library located at 5550 S. Franklin Road, Indianapolis, Indiana 46239. Registration will begin at **5:30 p.m.** and the meeting will be called to order at **6:00 p.m.**

An agenda for the meeting is as follows:

- I Call to order - Establishment of a Quorum
- II Approval of the June 9, 2009 Annual Meeting Minutes (*Enclosed*)
- III Board Report and Accomplishment for 2009
- IV Presentation of the 2010 (July 2009-June 2010) Financial Position (*Enclosed*)
- V Approval of the 2011 (July 2010-June 2011) Proposed Budget (*Enclosed*)
- VI Nomination and Election of Candidates to the Board of Directors
- VII Homeowner Concerns
- VIII Adjournment at 7:20pm
  
- IX 7:30pm – Neighborhood Crime Watch Presentation: Immediately following the Annual Meeting will be a Neighborhood Crime Watch presentation for all homeowners who wish to attend.

*There is currently five positions up for election on the Board of Directors.* We would like to encourage homeowners interested in becoming a candidate for election, to complete the enclosed Nominee Questionnaire and return it to the attention of Cindy Brown at Kirkpatrick Management or you may fax it to (317) 594-5717, by Monday, May 31, 2010. The Board of Directors meets quarterly with the property manager to conduct the business of the community.

If there is any possibility that you cannot attend the Annual Meeting please fill out the enclosed proxy and mail it to this office or **fax to (317) 594-5717**, give it to any Board Member or give it to a friend who you are certain will attend the meeting. Remember that your proxy protects your right to vote and allows the Association to conduct any and all association business at the meeting. **Please fill out your Proxy today.**

We look forward to seeing you at the **Annual Meeting on Wednesday, June 2, 2010 at 6:00p.m.**

**BY ORDER OF THE FRANKLIN TRACE BOARD OF DIRECTORS**

On behalf of Kirkpatrick Management Company, Inc., Agent  
*Cindy Brown, CMCA, AMS, Property Manager*

Carlton Bale (President 2010)  
Paul Puckett (Secretary 2010)  
Andy Rodela (Asst. Secretary 2010)

Barry Griffin (Vice President 2010)  
Matt McDowell (Treasurer 2010)  
Rebecca Coats (Asst. Treasurer 2010)

**FRANKLIN TRACE HOMEOWNERS ASSOCIATION, INC.**  
**Annual Meeting**  
**June 2, 2010**

**PROXY**

I, the undersigned, member of the Franklin Trace Homeowner Association, Inc., hereby appoint \_\_\_\_\_ as my true and lawful attorney, substitute and proxy, for me in my name, place and stead, to vote at the Annual Meeting of the Members of the Association of Franklin Trace Homeowners Association, Inc., to be held on **Wednesday, June 2, 2010** @ 6:00 p.m., at the **Franklin Township Library**, and at any adjournment or adjournments thereof, and to vote at any subsequent balloting on any matter considered at the aforementioned meeting, as fully and with the same effect as I might or could do were I personally present, with full power of substitution and revocation, hereby ratifying and confirming all that my attorney, or his substitute, shall lawfully do or cause to be done by virtue hereof; and I hereby revoke any Proxy or proxies heretofore given by me to any person or persons whatsoever for the above purposes. IN WITNESS WHEREOF, I have executed this Proxy the \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Owner or Voting Representative Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Lot #

**FRANKLIN TRACE HOMEOWNERS ASSOCIATION, INC.  
NOMINEE QUESTIONNAIRE**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Occupation \_\_\_\_\_

Phone number in which we can reach you \_\_\_\_\_

How long have you lived at Franklin Trace H.O.A.? \_\_\_\_\_

What has interested you in becoming a Board Member? \_\_\_\_\_

\_\_\_\_\_

What specific training have you undertaken which would be useful to Community? \_\_\_\_\_

\_\_\_\_\_

Do you have any specific areas of interest as a Board Member? \_\_\_\_\_

\_\_\_\_\_

Are you currently participating in any capacity with the Franklin Trace H.O.A.?

Yes \_\_\_\_\_ No \_\_\_\_\_

What capacity? \_\_\_\_\_

\_\_\_\_\_

## 2009 Franklin Trace Annual Meeting Minutes

June 9, 2009

### **Franklin Trace Annual Meeting**

Started 6:10 p.m.

Attended: Full Board, Paul Puckett, President, Carlton Bale, Vice President, Matt McDowell, Treasurer, Andy Rodela, Secretary, Carol Sue Ferson and Angel Robbins plus 19 Residents of Franklin Trace including Abbound and Rola Kawak, Tony & Jane Ianni, Bob and Sandra Woodcock, Nicole Harter Bale, E.J. and Deborah Agnew, Ryan & Terri Roberson, Barry and Glenda Griffin, Andrea and John Dietz, Chris LaFollette, Teah McDowell, Sharon & Jay Neal, Kathryn & Dan Rushing, and Rebecca Coats.

Introduction of the Board, Alig And Associates, Inc. and Residents attending.

Matt McDowell, Treasurer, went over the Proposed Budget for 2010 – July 1, 2009 through June 30, 2010.

Mrs. Kawak of 7080 Republic Lane – has a muskrat & Owl problem. Brought in letter and pictures.

Discussion held on front drainage repair. Still have water at front entrance. City has to repair the drainage problem by putting in a larger pipe. Resident's can call Citizens Action Coalition – check website.

Discussion held on mowing. Some residents thought it to be a bit expensive. Explained Canfield pond – we are responsible for their mowing.

Professional Fees – Explained they are attorney fees.

It was questioned why lower Association fees when everything is going up. Some residents thought Association dues should be raised.

Talked about dead fish in the ponds. What caused the incident? Unknown.

Fountain Profile – Mrs. Kawak complained that her fountain wasn't as nice as fountains just installed on other pond. Paul Puckett said a similar one would be installed when her fountain went out.

Talked about the mowing of the vacant lots, Alig And Associates, Inc. is to send a reminder letter each month as a reminder of mowing the vacant lots. Also, if we have to mow we will charge the resident the charge for mowing plus a 15% surcharge for mowing.

Republic and Preamble residents thought snow removal last year was unsatisfactory – Seems to always be forgotten.

## 2009 Franklin Trace Annual Meeting Minutes

Franklin Trace Annual Meeting  
June 9, 2009

Page Two

Get bid on entrance, mowing and ponds. Talk to Ned Schoettle to see if he is interested in mowing resident lots and to put a flyer in website. A discount should be involved.

Yard lights – not on at night. Lot of bulbs out.

Vote on budget. Some want to keep budget for Homeowner Association dues at \$581.00. Budget for Homeowner's Dues to be \$600.00. Voted and seconded.

Webpage –

- 450 Visitor's in May
- Residents love it.
- Can list complaints on it.

Soliciting – Residents can call police. Get plate number and call immediately.

Neighbor's complained about Residents not picking up after their dogs and not keeping them on leashes or in their own yards.

Things done by Board 2008 - 2009:

New signs	Street Lights	Stop Sign moved
Pond signs	Front ditch	Debris on vacant lots
Dead tree replacement	Website	Pot hole at entrance
Southport drainage –still working	Pond contamination	New Fountain

Carlton Bale reviewed:

By Laws – How Association operates. Virtually unchanged.

Section 2.03 – Changed to July thru June

Section 4.06 – Conduct section added

Section 5.03 – Changed to one week to meet by Board

Section 5.08.2 – Change to first Monday in June

## 2009 Franklin Trace Annual Meeting Minutes

Franklin Trace Annual Meeting  
June 9, 2009

Page Three

### Guideline for Design

Preamble - New  
Added sections 13 thru 44

### Billing, Collection & Design Approval

Formalize billing and collection procedures and Design Approval.  
Section 3 – Rules Enforcement Procedure – New

Muskrat Control – Paul to handle

The three documents were approved by majority and moved forward.

Go online and respond thru website, or call or send to Alig And Associates, Inc.

Send Annual Meeting packets only to people who have not got a check mark on the sign-in sheet or those who have stated not to on the website. Add a Summary sheet or highlight the changes.

Pools must be drained into the sewer system, not the ponds or any drains.

Create an alternate for the board.

Vacancy – Barry Griffin elected  
Alternate – Becky Coats elected

Meeting Adjourned at 7:40 p.m.

**FRANKLIN TRACE  
2010-2011  
Proposed Budget**

Completed/Sold Homes Proj  
Monthly Dues Per Homeowner

**96  
\$600**

**96  
\$560**

**INCOME**

	<b>2009-10 Approved Budget</b>	<b>2009-10 Projected Actuals</b>	<b>2010-11 Proposed Budget</b>	
Maintenance Fees	\$57,600	\$57,262	\$53,760	Total Annual Dues (100%)
Legal/Court Recovered	0	0	0	Recovered Collection Costs
Interest Income	0	122	20	Operating Account Interest
Court Costs/NSF Fees	0	0	0	Legal Fees Recovered and Late Fees
Bad Debt	1,832	1,832	0	Uncollected Dues
<b>TOTAL INCOME</b>	<b>\$59,432</b>	<b>\$59,217</b>	<b>\$53,780</b>	

**EXPENSES**

Management Fee	4,800	2,270	4,800	4.20 per homeowner/per month
Professional Fees	800	517	1,000	Legal Advice/Court Costs
Legal Fees	0	811	1,000	Collections/Covenant Violations
Accounting Fees	0	263	1,000	Tax/Audit
Bank Fees	186	0	0	
Administrative Expense	190	325	500	Mailings / Copies/Postage
Website	350	350	350	Association Website
Electric	13,100	13,092	13,500	IPL Service Accounts
Water	722	762	1,000	Indianapolis Water Accounts
Mowing	7,300	7,350	7,350	30 cuts
Lawn Fert/Maintenance	0	1,650	1,650	5 Applications
Bed Maintenance	0	975	975	Weeding
Mulching	9,500	4,111	4,111	Define Edge Beds and apply Pre-emergent
Edging	0	90	180	Mechanical Edging
Tree / Shrub Pruning	0	2,425	2,524	Spring/Fall
Tree/Shrub Replace/Removal	750	3,000	1,000	Replace dead trees
Pond/Fountain Maint	11,000	5,862	4,500	Lake Maintenance
Pest/Nuisance Control	0	1,615	1,200	Muskrat/Beaver Control
Common Area Maintenance	0	176	200	
Irrigation Open/Close	576	604	600	Open/Close Backflow tests, Inspections
Irrigation Repairs	0	100	200	Repairs/Parts
Snow Removal	2,500	3,447	2,500	Snow Removal
Property & Liability Insurance	1,950	1,951	2,000	Association Policy
Property Taxes	0	238	250	Sewer/Drainage Fee
Street/Entrance Sign Maint	500	185	200	
Contingency Fund	200	706	200	Miscellaneous
<b>TOTAL EXPENSES</b>	<b>\$54,424</b>	<b>\$52,877</b>	<b>\$52,791</b>	
<b>Surplus/Shortage</b>	<b>\$5,008</b>	<b>\$6,340</b>	<b>\$989</b>	

5/26/2010