

Coppell Greens Committee Descriptions

Architectural Control Committee (ACC)

Current members: Bo Jackson, Ed Enriquez, Sharad Patel, Phil LaBerge

Duties:

- To review ACC requests that are submitted by homeowners. The requests are received by Associa and uploaded into their SmartWeb system. Committee members are then notified and can review, comment on, and vote to approve, deny or request additional information on a request. Typically, the ACC receives no more than about 2 or 3 requests per month.
- The committee member should have read and should be fully versed in the requirements of the by-laws. <http://www.coppellgreens.com/Documents/Bylaws.pdf>
- The Committee will communicate with the Board and the property manager in matters related to ACC violations.

Cleanup Committee

Current members: Phil LaBerge

Duties:

- Help clean up the neighborhood by picking up litter.
- While our landscape maintenance company picks up litter when they are here mowing in the spring through the fall, they are not here during the winter. It is up to us to pick up trash during the times they are not here.
- Work with other committees to get the word out about picking up litter.
- Organize a Coppell Greens Earth Day.

Crime Watch Committee

Current members: Justin Kargel, Tomey Josey, Phil LaBerge

Duties:

- Maintain the security cameras at the front entrances.
- If there is a crime, pull the SD cards in the cameras and give them to the police department.
- Help educate our homeowners about crime prevention.
- Interface with the police department.
- Consider what steps the HOA should take to help prevent crime.

Engineering Committee

Current members: Phil LaBerge

Duties:

- Review and make important decisions regarding engineering related issues and respond to critical problems or events such as:
 - Denton Tap wall maintenance and repairs
 - Millsap stone retaining walls maintenance and repairs
 - Fountain maintenance and dredging the pond.
 - Interfacing with the City of Coppell Engineering Department.
- Examples of engineering issues include:
 - Dealing with flooding caused by construction of the M/I Homes project to our north.
 - Hire a civil engineer, interface with the City, and manage the modifications the north spillway.
 - Periodically replacing the bulbs at the monument sign lights and the two street lights that we installed.
 - Represent the Coppell Greens HOA at City P&Z meetings and other meetings that impact the HOA.

Landscape Committee

Current members: Ed Enriquez, Phil LaBerge

Duties:

- The landscape committee interfaces with our landscape maintenance company regarding repairs to
 - the sprinkler system,
 - weed control,
 - flower beds,
 - tree trimming, and
 - special landscape projects.
- The Committee will become familiar with our sprinkler system and be capable of shutting off a zone in case of a water leak or other issue.
- The Committee will award the Yard of the Month prize and present it to the homeowner.
- The Committee will make periodic walks through the neighborhood to check on the state of the landscaping and address any issues.
- The Committee will discuss and propose to the Board landscape projects like:
 - Planting wildflowers in the spillway;
 - Purchase and installation of more park benches;
 - Creating wild flower areas in the greenbelts.
 - Installing paths through the greenbelts.

Newsletter Committee

Current members: Phil LaBerge

Duties:

- Write our Coppell Greens newsletter and provide important information to our community.
- Include tips and other information in the newsletter.
- Include updates from the different committees in the newsletter.
- Provide updates on traffic, crime or other issues.

Schools Committee

Current members : Phil LaBerge

Duties:

- Interface with the Lewisville ISD and Coppell ISD providing a link between Coppell Greens and the two school system.
- Interface with Coppell ISD and residents regarding Open-Enrollment, the application process, and informing residents about school related issues.
- Provide updates to the Newsletter Committee about school related issues.
- Inform residents about transportation to schools.
- Inform residents about school related extracurricular activities and events.

Social Events Committee

Current members: Danielle Deyarmin, Phil LaBerge

Duties:

- Plan and assist in our social events.
- Propose activities for the social events.
- Propose food and beverages for the social events.
- Notify the City of Coppell, Police and Fire Department about our NNO event.
- Interface with our Holiday Lights company to install and remove the lights at the entrances.
- Welcome new residents to the neighborhood.
- Encourage residents to have block parties and receive up to \$100 in reimbursement.

Web Site Committee

Current members: Phil LaBerge

Duties:

- Modify and update the Coppellgreens.com web site. Review all of the existing pages and edit or modify them as it's needed.
- Consider adding additional features to our web site like blogs, web cams, etc.
- Maintain our e-mail distribution list. Work to get 100% of our homeowners on the list.
- Interface our web site with other venues like NextDoor, FaceBook and others.
- Add Coppell Clips from the City to our web site.