



Fairfield Estates Homeowner's Association
4760 Preston Road
Suite 244-PMB 238
Frisco, TX 75034

March 1, 2011

4Sight Neighborhood Management
4760 Preston Road
Suite 244-PMB 238
Frisco, TX 75034

Re: NOTICE OF ANNUAL MEETING

Date: March 28, 2011

Dear Preston & Linda Kiesling:

The Annual Meeting of the Fairfield Estates Homeowners Association will be held at 7:00 p.m. on Monday March 28, 2011 at Collin County Community College – Preston Ridge Campus – Event Center located at 9700 Wade Boulevard – LC104, Frisco, Texas 75035. The Association is a non-profit corporation chartered under the laws of the State of Texas and, as such, is required to hold an Annual Meeting. The meeting has been called by the Board of Directors for the purpose of reviewing the Association's financial and operational activity over the past year, to elect three (3) Board Members, and to address any new business brought before the Association.

To conduct a regular homeowners meeting and election, a quorum of ten percent (10%) of the members must be represented in person or by proxy. In order to be sure of a quorum, please sign and date the enclosed proxy and return it by US Postal Service, via fax (469) 287-8584 to 4Sight Neighborhood Management *even if you plan to attend* – unforeseen circumstances do occur. The proxy will be returned to you upon your arrival at the meeting should you attend.

Thank you for your attention to this important matter. Should you have any questions regarding the Annual Meeting or your association, please give me a call at 469-287-8583

Sincerely,

Todd Gschwend
4Sight Neighborhood Management
Agent for Fairfield Estates Homeowners Association

TG/ms
Enclosure



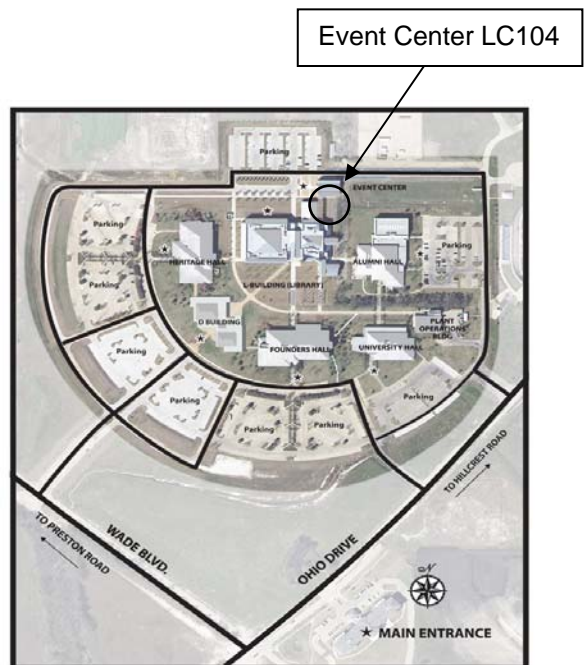
Annual Meeting Agenda

Monday March 28, 2011

7:00 – 9:00 p.m.

Collin County Community College
Preston Ridge Campus – Event Center LC104
9700 Wade Boulevard – LC104. Frisco, Texas 75035

- I. Call to Order
- II. Proof of Notice of Annual Meeting
- III. Establish a Quorum
- IV. Board Report
- V. Approve & Adopt 2011 Budget
- VI. Candidacy Presentations
- VII. Elections
- VIII. Discussion Q & A
- IX. Adjourn





BOARD OF DIRECTORS

Candidacy Invitation

I, _____, am interested in being a candidate for one of the Board positions to be decided at the Annual Meeting. I understand that I must be current on my homeowner's assessments and other maintenance charges in order to be considered as a candidate.

Signature

(Address owned)

(Address-if different from above)

Date: _____

Each candidate receives five (5) minutes at the meeting to present a biography for election. Announcing of the results is at the conclusion of the meeting.

Return:

By US Mail to:
4Sight Neighborhood Management
4760 Preston Road
Suite 244 – PMB 239
Frisco, Texas 75034

By Fax to:
469-287-8584



PROXY
ANNUAL MEETING
AND ANY ADJOURNMENT THEREOF

I, _____, being the legal owner of the property located at
(Print Name)

_____, Frisco, Texas 75035, do hereby
(Print address of property)

Appoint as my Proxy to attend on my behalf:

The President of the Board of Directors, or in his absence the Secretary of the Association, or

(Print Name of Person to Attend for You)

This Proxy may be revoked by the undersigned in writing or in person at the time of the meeting.

Signature of Owner

Date Signed

Please complete, sign and promptly return this Proxy to:

Fairfield Estates Homeowners' Association
4760 Preston Road Suite 244 – PMB 238
Frisco, Texas 75034
Attention: 4Sight Neighborhood Management
Fax: 469-287-8584

Your prompt execution and return of this Proxy is appreciated.

**Fairfield Estates Homeowner's Association
Budget Overview
January through December 2011**

Ordinary Income/Expense		Expense	
Income		Administrative Expenses	
Assessment Income		Answering Service	300.00
Initiation Fee Income	400.00	Bad Debt Expense	300.00
Regular Assessments	<u>55,200.00</u>	Copies	200.00
Total Assessment Income	55,600.00	Mailbox Rental	200.00
Draw from Reserve	6,326.40	Office Supplies	180.00
Other Types of Income		Postage	820.00
Late Fees	400.00	Software	100.00
NSF Fees	80.00	Web Hosting	<u>300.00</u>
Pool Tags/Reactivation Fees	35.00	Total Administrative Expenses	2,400.00
Resale Certification Income	<u>400.00</u>	Contracted Services	
Total Other Types of Income	<u>915.00</u>	Lawn Maintenance	4,769.40
Total Income	<u>62,841.40</u>	Pool Maintenance	4,650.00
		Porter Service	<u>1,800.00</u>
		Total Contracted Services	11,219.40
		Homeowner Relations	
		Association Activities	2,100.00
		Newsletter	800.00
		Signage	<u>450.00</u>
		Total Homeowner Relations	3,350.00
		Insurance, Taxes & Fees	
		Directors & Officers	1,284.00
		General Liability	4,212.00
		Income Taxes	60.00
		Permits/Fees	<u>250.00</u>
		Total Insurance, Taxes & Fees	5,806.00
		Professional Services	
		Accounting Fees	350.00
		Legal Fees	800.00
		Management Fee	<u>5,400.00</u>
		Total Professional Services	6,550.00
		Repairs and Maintenance	
		Facilities Maintenance	5,664.00
		Landscape maintenance	7,200.00
		Pool/Plumbing Maintenance	9,492.00
		Reserve Contribution	<u>0.00</u>
		Total Repairs and Maintenance	22,356.00
		Utilities	
		Electricity	6,600.00
		Telephone	720.00
		Water/Sewer/Garbage	<u>3,840.00</u>
		Total Utilities	<u>11,160.00</u>
		Total Expense	<u>62,841.40</u>
		Net Ordinary Income	<u>0.00</u>
		Net Income	<u><u>0.00</u></u>