

**Once you join the meeting, please
send the following information
through the chat to Kelsey Ware:**

- **Name**
- **Property Address**
- **Email Address**

Puckett Station
Homeowners Association
Annual Meeting
Thursday, September 25, 2025

AGENDA

- I. Call to Order at 6:00 p.m.
- II. Establishment of Quorum (10% or 32 homes)
 - Proof of Notice
- III. Approval of Prior Minutes
 - 2024 Annual Meeting Minutes
- IV. Review of HOA 2024 year-end financial statement
- V. Question and Answer Session
- VI. Announcement of the results of the Board Election
- VII. Adjournment

Puckett Station Homeowners Association

C/o Timmons Properties, Inc.
1114 17th Avenue South, Suite 101 * Nashville, TN 37212
Phone: 615-383-1777
Email: CustomerCare@timmonsprop.com

ANNUAL HOMEOWNERS' MEETING NOTICE

To: Homeowners
Puckett Station Homeowners Association

From: Puckett Station Board of Directors/Timmons Properties- Kelsey Ware

Date: September 17, 2025

RE: Puckett Station HOA Annual Meeting

The annual meeting of the homeowners of Puckett Station Homeowners Association will be held on:

Thursday, September 25, 2025
at 6:00 p.m. - Sign in will begin at 5:30 p.m.
at the Pool House
4239 Puckett Creek Crossing
Murfreesboro, TN 37219

or via Zoom

<https://us06web.zoom.us/j/81812492737?pwd=Ev0zmgtLwwnWvDEa3Dt3MlYxgwqike.1>

Meeting ID: 818 1249 2737

Passcode: 868562

Agenda

- I. Call to Order at 6:00 p.m.
- II. Establishment of Quorum (based on the number of ballots returned)
- III. Approval of Prior Minutes
 - 2024 Annual Meeting Minutes
- IV. Review of HOA 2024 year-end financial statement
- V. Question and Answer Session
- VI. Announcement of the results of the Board Election
- VII. Adjournment

Please fill out the attached proxy and mail it upon receipt if you do not plan to attend. You may also give it to a Board member or an attending homeowner. Submitting your proxy ensures that a quorum will be reached. Proxy may be mailed to Puckett Station HOA, Attn: Kelsey Ware, 1114 17th Ave. S., Suite 101, Nashville, TN 37212, Electronically via [SignNow](#) (Preferred Method) Or Email: CustomerCare@timmonsprop.com.

Note: If a quorum is not established, the Annual Meeting will not come to order and will have to be rescheduled. Please ensure you are counted by sending in your proxy if you cannot attend.

Voting participation of 10% of the 320 owners is needed for the election to be held. It is important that you attend the meeting OR return your PROXY as noted above.

Puckett Station

Meeting Minutes:	Puckett Station
Type of Meeting:	Annual
Meeting Date:	Tuesday, October 15, 2024
Call to Order:	6:06 pm
Location:	Puckett Station Pool House - 4239 Puckett Creek Crossing, Murfreesboro, TN 37128
Attendance:	Board Members Present: Brandon Russell, Butch Stanford, Mat Monson Johnathan Saul and Pamela Harless. Representing Ghertner and Company: Chuck Smart, Bob Welborn and Debbie Oaks
Manager's Report:	Chuck welcomed everyone to the meeting. Chuck announced that quorum had been met based on Proxies returned and those in Attendance.
Minutes Approved:	The Meeting Minutes from October 10, 2022 were reviewed. Sandra Poirer made a motion to approve the minutes. Jeff Brown provided a second. All were in favor and the motion was carried unanimously.
Treasurers Report:	Chuck reviewed the 2023 Year End Financial Statement and 9/31/24 Balance Sheet for Puckett Station.
Homeowner Forum:	A Homeowner Forum was held, points of discussion included: <ul style="list-style-type: none">- New Lease Administration Program- Pool: Resurfacing, Chipped Tile and Baby Pool Crack- Safety Issues at Roundabout: Cutting back the Grass to improve line of sight for Pedestrians.- Playground Mulch- The Board was thanked for all they do throughout the year.
Board Election:	Chuck announced that Brandon Russell and Curtis Sawyer have been elected to the Board to serve 3-year terms each.
Adjournment:	Karen Johnston made a motion to adjourn. Jeff Rainwater provided a second. All were in favor and the motion was carried unanimously. The meeting adjourned at 7:18 pm

Puckett Station Homeowners

Balance Sheet For 12/31/2024

CURRENT ASSETS

01-1110-0000 - FIRST CITIZEN OPERATING

\$34,249.50

Total CURRENT ASSETS

\$34,249.50

RESERVE ACCOUNTS

11-1115-0000 - FIRST CITIZEN MKT

\$123,943.75

11-1130-0000 - CD ALLIANCE 4/6/25 4.75%

\$131,658.78

Total RESERVE ACCOUNTS

\$255,602.53

Total Assets

\$289,852.03

LIABILITIES

03-3000-0000 - ARC FEES

(\$70.00)

03-3015-0000 - LEASE REGISTRATION FEE

\$70.00

Total LIABILITIES

\$0.00

CAPITAL

04-4000-0000 - RESERVE

\$255,602.53

Total CAPITAL

\$255,602.53

RETAINED EARNINGS

05-4300-0000 - RETAINED EARNINGS

\$9,035.64

05-4500-0000 - CURRENT EARNINGS

\$25,213.86

Total RETAINED EARNINGS

\$34,249.50

Total Liabilities / Equity

\$289,852.03

Puckett Station Homeowners

Statement of Revenues and Expenses 12/1/2024 - 12/31/2024

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
INCOME							
19-5035-0000 - MAINTENANCE FEES	14,678.00	18,666.67	(3,988.67)	229,967.92	224,000.00	5,967.92	224,000.00
19-5036-0000 - DELINQUENCY FEES & COST	35.00	208.33	(173.33)	3,233.00	2,500.00	733.00	2,500.00
19-5039-0000 - FINES	300.00	-	300.00	1,650.00	-	1,650.00	-
19-5475-0000 - INTEREST INCOME	528.75	1,066.67	(537.92)	5,464.67	12,800.00	(7,335.33)	12,800.00
19-5481-0000 - WORKING CAPITAL	250.00	-	250.00	4,250.00	-	4,250.00	-
19-5490-0000 - REIMBURSEMENT LEGAL INCOME	-	-	-	5,587.00	-	5,587.00	-
19-5495-0000 - REIMBURSEMENT REPAIRS INCOME	-	-	-	1,950.00	-	1,950.00	-
19-5501-0000 - REIMBURSEMENT KEYS	25.00	-	25.00	555.00	-	555.00	-
Total INCOME	15,816.75	19,941.67	(4,124.92)	252,657.59	239,300.00	13,357.59	239,300.00
Total Operating Income	15,816.75	19,941.67	(4,124.92)	252,657.59	239,300.00	13,357.59	239,300.00
Expense							
GENERAL MAINTENANCE							
40-6740-0000 - REPAIRS & MAINTENANCE	90.00	1,166.67	1,076.67	726.31	14,000.00	13,273.69	14,000.00
40-6742-0000 - PLAYGROUND MAINTENANCE	-	83.33	83.33	-	1,000.00	1,000.00	1,000.00
40-6743-0000 - DETENTION BASIN MAINTENANCE	-	1,100.00	1,100.00	8,889.00	13,200.00	4,311.00	13,200.00
Total GENERAL MAINTENANCE	90.00	2,350.00	2,260.00	9,615.31	28,200.00	18,584.69	28,200.00
GROUNDS CARE							
55-6755-0000 - GROUNDS CARE - CONTRACT	6,307.00	5,583.37	(723.63)	67,431.00	67,000.00	(431.00)	67,000.00
55-6756-0000 - LANDSCAPING	-	833.37	833.37	2,305.00	10,000.00	7,695.00	10,000.00
55-6757-0000 - IRRIGATION REPAIRS	-	250.00	250.00	2,791.20	3,000.00	208.80	3,000.00
Total GROUNDS CARE	6,307.00	6,666.74	359.74	72,527.20	80,000.00	7,472.80	80,000.00
UTILITIES							
60-6715-0000 - ELECTRICITY	179.66	416.67	237.01	5,418.49	5,000.00	(418.49)	5,000.00
60-6725-0000 - WATER	51.51	166.67	115.16	1,594.71	2,000.00	405.29	2,000.00
60-6727-0000 - TELEPHONE POOL	249.22	250.00	.78	2,836.04	3,000.00	163.96	3,000.00
60-6736-0000 - TRASH REMOVAL	90.00	83.33	(6.67)	1,170.00	1,000.00	(170.00)	1,000.00
Total UTILITIES	570.39	916.67	346.28	11,019.24	11,000.00	(19.24)	11,000.00
POOL CARE							
65-6764-0000 - POOL CONTRACT	100.00	1,083.33	983.33	12,810.00	13,000.00	190.00	13,000.00
65-6765-0000 - POOL MAINTENANCE & SUPPLIES	(570.61)	583.33	1,153.94	6,264.62	7,000.00	735.38	7,000.00
65-6766-0000 - POOL FURNITURE	-	-	-	570.61	-	(570.61)	-
Total POOL CARE	(470.61)	1,666.66	2,137.27	19,645.23	20,000.00	354.77	20,000.00

Puckett Station Homeowners

Statement of Revenues and Expenses 12/1/2024 - 12/31/2024

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
ADMINISTRATIVE EXPENSES							
70-7035-0000 - ADMINISTRATIVE EXPENSES	624.11	375.00	(249.11)	7,437.80	4,500.00	(2,937.80)	4,500.00
70-7038-0000 - WEBSITE	76.00	76.00	-	912.00	912.00	-	912.00
70-7040-0000 - MANAGEMENT FEE	2,608.00	2,608.00	-	31,304.15	31,296.00	(8.15)	31,296.00
70-7045-0000 - AUDIT/REVIEW/TX RETURN	-	16.67	16.67	190.00	200.00	10.00	200.00
70-7055-0000 - INSURANCE	-	375.00	375.00	7,310.95	4,500.00	(2,810.95)	4,500.00
70-7060-0000 - LEGAL	-	125.00	125.00	4,773.50	1,500.00	(3,273.50)	1,500.00
70-7065-0000 - PROPERTY TAXES	-	219.33	219.33	2,599.00	2,632.00	33.00	2,632.00
70-7075-0000 - HOLIDAY DECORATIONS	-	83.33	83.33	1,024.45	1,000.00	(24.45)	1,000.00
70-7080-0000 - SOCIAL COMMITTEE	684.69	125.00	(559.69)	2,660.19	1,500.00	(1,160.19)	1,500.00
70-7081-0000 - ANNUAL MEETING	-	8.33	8.33	-	100.00	100.00	100.00
Total ADMINISTRATIVE EXPENSES	3,992.80	4,011.66	18.86	58,212.04	48,140.00	(10,072.04)	48,140.00
Total Operating Expense	10,489.58	15,611.73	5,122.15	171,019.02	187,340.00	16,320.98	187,340.00
Net Operating Income	5,327.17	4,329.94	997.23	81,638.57	51,960.00	29,678.57	51,960.00
RESERVE TRANSFERS							
80-8500-0000 - INTEREST TO RESERVE	528.75	83.33	(445.42)	5,464.67	1,000.00	(4,464.67)	1,000.00
80-8505-0000 - GENERAL TRANSFER	4,246.67	4,246.67	-	50,960.04	50,960.00	(.04)	50,960.00
Total RESERVE TRANSFERS	4,775.42	4,330.00	(445.42)	56,424.71	51,960.00	(4,464.71)	51,960.00
Net Income	551.75	(.06)	551.81	25,213.86	-	25,213.86	-

PUCKETT *Station*

Dear Homeowners,

The Puckett Station Board of Directors would like to inform you that, beginning next month, Timmons Properties will begin conducting monthly inspections throughout the community. These inspections help maintain the appearance, value, and safety of our neighborhood, while ensuring compliance with the community's governing documents.

During these visits, representatives from Timmons Properties will drive through the neighborhood to note any maintenance or compliance concerns. If an issue is identified, the homeowner will be notified in writing with details and the steps required for resolution.

Here are some items we look for during inspections:

Trash & Recycling

- Containers must be stored out of sight or screened from neighboring lots- Please submit an ARC application if you wish to screen your container

Lawn & Landscaping

- Lawns must be kept neat and tidy
- Landscaping should be free of weeds and debris
- Trees and shrubs must be trimmed and pruned as needed

Exterior Home Maintenance

- Siding should be clean and free of mildew or dirt
- Pillars, porch rails, shutters, and other painted surfaces must be maintained and repainted as needed- Please submit ARC application if changing color
- Fences should be in good repair and maintained/painted as needed
- Mailboxes must be maintained:
 - Must include a flag
 - Must display the correct number in the approved font
 - Mailbox, plaque, and post must be painted/maintained in black
 - Mailbox numbers must meet the following criteria:
 - White
 - Size: 3 inches in height
 - Font: Arial or a similar block-style, sans-serif font
 - Material: Reflective vinyl adhesive numbers
 - Placement: Applied neatly to both sides of the number plate above the mailbox, centered and level
 - These numbers are inexpensive and widely available at: Home Depot, Lowe's, Ace Hardware, Walmart, Amazon, Etsy or local sign or lettering shops (custom-cut options available)

Parking & Vehicles

- Parking should be limited to garages and driveways
- Street parking is limited to no more than 4 hours, and not more than twice in a calendar week
- No trailers, boats, or recreational vehicles may be parked longer than 36 hours
- Commercial vehicles are prohibited (defined as vehicles with more than two axles, gross vehicle weight rating of 12,000+ pounds, flatbeds, box trucks, buses, hazardous material carriers, or vehicles with advertising over 20 sq. ft.)
- Damaged or inoperable vehicles must be stored out of sight

Signage

- One "For Sale" or "For Rent" sign allowed, maximum 4 sq. ft.
- Up to two non-illuminated election signs (max 24" x 30") permitted within 30 days before and 2 days after an election

Other Restrictions

- Solar panels may not be visible from the front of the home
- Satellite dishes may not exceed 24" in diameter, and must not be visible from the front (ARC approval required)
- No fenced dog pens, above-ground pools, clotheslines, sheds, or trampolines
- Holiday decorations may be displayed no more than 30 days before the holiday and must be removed within 2 weeks after
- Items must not be stored outside the home and must be out of view from neighboring lots when not in use, including children's toys, sports nets, and miscellaneous items

Architectural Requests

- Any exterior changes to your home must be submitted to the Architectural Review Committee (ARC) for approval. When in doubt, please submit a request to avoid issues later.
- All guidelines can be found in the CCR's and CCR amendments

*****These are just some items found in your governing documents. This is not a complete list of possible violations. *****

Enforcement Policy

Unless otherwise noted, the following steps will be taken for violations per the PSHOA current fine policy:

- First Letter: Warning notice with 30 days to remedy
- Second Letter: \$150 fine and 30 days to remedy
- Third Letter: \$250 fine and 14 days to remedy.
- If unresolved after 14 days, \$100 daily fine will be applied, and the matter will be referred to the Association's attorney

Recreational Vehicles (boats, golf carts, trailers, etc.)

- First Notification: Warning letter with 7 days to remedy
- Second Notification: \$150 fine and 5 days to remedy
- Third Notification: \$250 fine and 5 days to remedy.
- If unresolved after 5 days, the matter will be referred to the Association's attorney

Unkempt Grass and/or Landscaping

- First letter: Warning notice with 7 days to remedy
- If not resolved within 7 days, the Association will perform the lawn care and/or landscaping services, and the cost will be added to the homeowner's account.

*****All legal fees incurred by the Association in issuing attorney letters or pursuing compliance will be charged to the homeowner's account. *****

If a homeowner needs additional time to resolve an issue, they may simply reach out to Timmons Properties to request an extension.

We appreciate your cooperation and commitment to keeping Puckett Station a community we are all proud to call home. If you have questions about this process, please contact Kelsey Ware with Timmons Properties at CustomerCare@timmonsprop.com

Thank you for your attention and support.