

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
OAKWOOD GLEN HOMEOWNERS ASSOCIATION, INC.**

September 17th, 2019  
17902 Hawk Haven  
Spring, Texas 77379

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the meeting was called to order at 7:05pm by President Mike Harris. Board members in attendance were Vice President Ken Clark, Secretary John Goff, Directors Greg Gillis, Angelia Bentley, Kristen Ricketts, Juli Cash and Patty Inzana. Also in attendance were Sterling Association Services Inc. representative Gina Keller, homeowners and guests per the sign in sheet. Board member Linda Clarke was not in attendance.

**Meeting Agenda**

The agenda was reviewed by the Board. Greg Gillis requested that signage for the front and back parks be added to the agenda. A motion to accept the agenda with the addition was made by Ken Clark. The motion was seconded by Angelia Bentley. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from August 20, 2019 Board Meeting were approved on September 2, 2019 by a majority email vote.
2. The Board unanimously approved a payment plan for one (1) homeowner by email vote on August 31<sup>st</sup>, 2019.

**SECURITY REPORT**

Deputy Tomte arrived at 7:40pm and presented the stats from June 17<sup>th</sup> to present. Deputy Tomte noted that "things have quieted down since the summer." One of the issues noted in the stats presented was a weapons disturbance. Secretary John Goff inquired what qualified as a weapons disturbance. Tomte stated it could be anything from the discharge of a weapon to a threat with a baseball bat. One homeowner inquired about what could be done about the speeding in the neighborhood. A Board Member responded that the County will not put speed bumps on community streets. President Harris inquired if Deputy Tomte might be able to request the radar detector and place it at one of the main streets like Windy Point, where there is both speeding and people do not stop at the stop signs. Tomte reported that the radar detector was damaged during Harvey. He does not believe it has been repaired yet. He will look into this for the Association.

President Harris informed the homeowners in attendance that the two groups of "kids" who were caught on video vandalizing the park were caught by Deputy Tomte. There were 6-7 identified in each group; Tomte met with all of the parents. As previously stated, the incidents have decreased since school is back in session.

**OLD BUSINESS**

Treasurer Report - Manager, Gina Keller presented the Treasurer's Report. Cash operating account totals \$186,865.58 and is comprised of New First checking, New First Money Market and debit cards. Operating Reserve is \$28,233.10 for a total operating balance of \$215,098.68. Reserve Fund account totals \$391,113.64 which is comprised of New First Money Market, LPL Financial account and Woodforest Bank C.D. Total cash on hand is \$606,212.32. Checks from operating account totaled \$30,446.72 and \$787.48 from the debit card, total liability of \$31,234.20. Assessment collection percentages for 2017 are at 97.9%, 2018 are at 97.2% and 2019 are at 94.6%.

There are currently twelve (12) payment plans with the attorney and three (3) in house payment plans.

Debit card application was provided for Kristen Ricketts to fill out; this will need to be countersigned by Treasurer, Linda Clarke. As soon as the application is completed, Gina will send to New First Bank for processing. Secretary John Goff noted that he recently received his new debit card in the mail (the old one had expired) however he never received the letter with the new pin number. Gina will request that this information be resent to Secretary Goff.

### **Deed Restriction Committee Report**

D/R Summary – A total of 93 letters were sent out for compliance as follows:

Lot Maintenance (Exterior) - 28, Landscaping Maintenance - 36, Trash/Garbage - 2, Trailers, Boats, RV's - 13, Parking violations - 1, Stored items - 4; Running A Business - 2 and Fences - 5.

**Architectural Review (ARC):** – Greg Gillis reported two (2) ACC requests were submitted (1) for a fence, which was denied, one (1) for yard art, which was denied as it was a deed restriction violation.

**Landscaping Committee Report** – Kristen Ricketts reported that Yard of the Month was awarded for September. This will likely be the last one of the year. The Committee is going to make a Halloween themed selection for October. This will be noted on the website. In addition, Kristen will contact Absolute Groundscape for a quote for fall flowers to be planted.

**Disaster Committee:** The Disaster Committee did not meet this month.

**2018 Review:** Canady and Canady will be sending final hard bound copies of the 2018 review; it should be completed before the annual meeting.

**2013 Review:** Canady and Canady has reported that they expect to have the 2013 review completed in November.

**Fort Knox Security:** Fort Knox installed all of the equipment last month. There was a minor problem with the equipment last week. They sent a technician out to make the repairs; the repairs will be at "no charge" to the Association.

**Reserve Study** Reserve Advisors has adjusted the timeframe for replacing the clubhouse from 10 years to 20 years in Reserve Study Version 4. President Harris asked for a motion to approve this version of the study. Director Greg Gillis asked that the vote be tabled until there was time for all to review Version 4 of the study.

**ANNUAL MEETING** – The Notice of Annual Meeting and proxy/ballot were mailed out. Several owners reported receipt of the information while others have not received the information yet. It was noted that the information will be E-Blasted several times prior to the meeting. In addition, it will be added to the website [www.oakwoodglen.net](http://www.oakwoodglen.net) by Director Gillis. The meeting will be held on Saturday, October 19<sup>th</sup> at 2PM.

### **NATIONAL NIGHT OUT**

Angelia Bentley reported that the movie they will show for Neighbors Night Out is Aladdin (the newest version, featuring Will Smith). Kristen Ricketts purchased two hot dog cookers for the Association. Hotdogs, popcorn and drinks will be provided. The Committee has obtained 28 coupons for breakfast from Chick-Fil-A and four (4) skating rink passes so far to use as "prizes." The event is scheduled for Saturday, October 5<sup>th</sup> at 6:30PM; the movie will start between 7:00 – 7:15PM



(dusk).

### **NEW BUSINESS**

President, Mike Harris received an email during the month regarding senior residents who live in the community having problems getting in and out of the pool. The email suggested that the steps be modified. President Harris spoke to Paul Bivens (Texas Aquatics) who said that they would not attempt to modify any pools that were built by the developer as they would have no idea how it was built and any attempt to modify the pool could create a problem. The Board discussed the possibility of adding a sling to the pool to accommodate the residents. If the pool is made ADA compliant then the restrooms would need to accommodate the handicapped as well. This would be a much more costly endeavor to remodel the restrooms. Several members noted that the cost would not be excessive but due to the limited space available, each restroom would probably be reduced to one stall. Gina will get prices for slings.

### **SIGNAGE**

Greg Gillis noted that when AT&T was called out to upgrade the equipment at both the front and back parks, they could not find the front park. The AT&T bill identifies the pool (front park) as being at a different address than the actual location. This prompted Director Gillis to look into purchasing signage that would identify the parks by address as well as list "Front Park" and "Back Park" on the signs. This is also something that needs to be done for emergency purposes. Should something occur at either location, there needs to be some type signage to provide the address for any emergency service vehicles. The signs he presented and would like to order are custom made 18" x 18" laminated, to protect the sign from both weathering and graffiti. Hardware is included and cost is listed as \$110 per sign. A motion was made by Patty Inzana to have Greg Gillis purchase two signs (one for each park) at a cost not to exceed \$400 and Greg will install the signs. The motion was seconded by Ken Clark. All were in favor and the motion carried.

### **CHRISTMAS PARTY**

The Christmas party is scheduled for Saturday, December 7<sup>th</sup> from 4PM – 7PM. The clubhouse has already been blocked out for the event. This will be Angelia Bentley's first time to handle the event. Gina Keller will send over the information for both the petting zoo as well as the sleigh ride with Santa. Both of these vendors need to be contacted and the date secured as early as possible. Last year, by the time Marsha's Zoo was contacted, they were already booked for the date of the Christmas party and another petting zoo had to be contacted. If contracts are emailed to Gina, the deposits can be paid immediately in order to ensure that both are available for the event. More information will be provided at next month's meeting. It was noted that Kristen Ricketts will order goody bags from Oriental Trading. She ordered 200 last year there were some left over.

**Garbage Disposal:** The garbage disposal is not working properly. President Harris asked if the Board would like for him to order a new disposal and have the plumber install it. Patty Inzana made a motion to purchase a garbage disposal and have the plumber install the disposal. Angelia Bentley seconded the motion. All were in favor and the motion carried.

Legal: None.

Open Forum – None

### **NEXT MEETING IS SCHEDULED FOR October 15<sup>th</sup>, 2019**

In accordance with Texas Property Code Section 209.0051, the notice will be properly posted.

**MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION**

*A motion was made, seconded and passed unanimously to move into executive session at 8:42pm.*

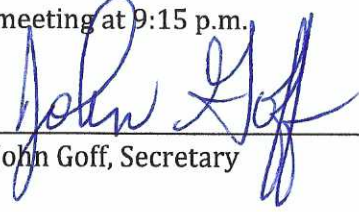
*A motion was made, seconded and passed unanimously to move out of executive session at 9:00pm.*

**EXECUTIVE SESSION SUMMARY**

The attorney status report was reviewed. Manager, Gina Keller provided most recent updates on all accounts currently at the attorney. Any accounts that have not been sent to the attorney and have a balance that exceeds \$500 were sent to the attorney last month. Several of these have not been listed on the report yet as Holt & Young are performing the required setup of each.

**ADJOURN**

With no further business to come before the Board; President Harris properly adjourned the meeting at 9:15 p.m.

  
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John Goff, Secretary