

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

**March 16, 2021**

**Held via ZOOM webinar as noted on Agenda posted online**

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the March meeting was called to order at 7:04 pm by President Mike Harris via webinar using Zoom. Other Board members in attendance were Ken Clark, Angelia Bentley, Greg Gillis, Juli Cash and Armando Perez. Directors Linda Clarke, John Goff and Kristen Ricketts were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller; one homeowner, J. Mixon logged in to the webinar.

**Meeting Agenda**

President Harris inquired if any of the members had any items to add to the agenda. No additions to the Agenda were requested. A motion to accept the agenda as posted was called for. Motion was made by Ken Clark and seconded by Armando Perez. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from February 16,, 2021 Board Meeting were approved on February 26, 2021 by an email vote.

**SECURITY REPORT**

Security Director, John Goff was not in attendance and no security report was provided. President Harris noted that he had not heard of any major issues that occurred over the past month. Manger received an email from Sergeant Romaine, current contract deputy supervisor for Precinct 1 that a new supervisor will be taking his place. Email announcement will be forwarded to other Board members.

**OLD BUSINESS**

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Reports for the month ending February 28<sup>th</sup>, 2021. Operating account had a total of \$526,228.76 of which \$46,383.98 was in the operating reserve fund. Reserve Fund account totals \$310,762.58 which is comprised of New First Money Market, CIT Bank and Woodforest Bank C.D. Total cash on hand is \$836,991.34. Checks written for the month totaled \$34,216.36 of which \$5,400.00 was out of reserve fund account and \$125.00 was from debit card. Assessment collection percentages for 2019 are at 98.3%, 2020 are at 97.2% and 2021 are at 79%.

**Deed Restriction Committee Report**

D/R Summary -36 letters were issued for the month of February as follows: (22) courtesies letters, (9) second letters, (5) final notices were sent out. Manager stated that the number of letters was low because inspection was performed the week after the freeze. Manager requested that no yard letters go out unless it was for a force mow that week.

**Architectural Review (ARC):** - Greg Gillis reported that the committee held a homeowner hearing via zoom during the month where they approved a fence gate and concrete repairs. In addition two (2) requests were submitted; requests approved were for a fence and roof replacement.

**Landscaping Committee Report** - Kristen Ricketts was not in attendance. President Harris inquired from Angelia Bentley when the "Yard of the Month" program would resume. Angelia reported that at present, since the freeze, she does not believe she will be able to begin awarding the monthly yard until April or May.

**2013 Review:** Review has been completed. Adjustments have been made as per Linda Clarke's request. Audit will be finalized once review has been approved.

### **CONTRACT UPDATES**

At February meeting, the contracts for mosquito control were submitted for approval. The board requested added bids, which were obtained from Cypress Creek Pest Control. Bid obtained for spraying "streets only" was \$135 per visit. NW Pest Control charges \$75 per visit for street spraying and \$45 per visit for common areas, which totals \$120 for both. A motion to accept the bid from NW Pest Control was made by Armando Perez and seconded by Greg Gillis. All were in favor and the motion carried. It was noted that "notices" should be provided to Angelia Bentley, Ken Clark and Mike Harris. Member inquired if the Board is not happy with the services or they fail to perform, can the contract be terminated. Manager stated that contract can be terminated for non-performance.

In addition, the information for insurance renewal was submitted by Greenwood Insurance. Manager has received information for renewal and cost is less than budgeted. Increase was just under \$1000 per year. Information will be filled out and submitted to Greenwood Insurance.

### **Pool Operations**

At present, President Harris stated that he expects F.A.S.T. Pools to be ready to open the pool in May for weekends only. Although Governor Abbott has lifted the State restrictions, President Harris will discuss pool operations with F.A.S.T. Pools and provide update to the board next month. The COVID-19 liability issues have yet to be resolved by either the state or federal governments. The Board will need to decide whether to continue requiring a signed release for access to the pool in April.

### **Mini-Split A/C**

Neither President Harris or Manager, Gina Keller have received any responses to bid requests for a mini split A/C to be installed in the pool pump house. President Harris will reach out to the HVAC contractors again to see if they can provide some type of a commercial unit.

### **OLD BUSINESS**

Marquee Property responded to the question regarding replacement of sod at the basketball courts. Bids were included from Marquee Property and JAK Companies in the packet; Property Services bid from previous month was \$42,700. Bids from Marquee Properties and JAK Companies were in the \$22K range. Upon review of the bid specs and language, a motion to accept the bid for \$22,100 to be paid out of the reserve fund to replace the basketball court was made by Armando Perez. The motion was seconded by Greg Gillis. All were in favor and the motion carried.

At present one bid to replace the bridges was obtained. Two additional bids need to be obtained before the Board can vote on this project. In addition, President Harris wanted to get an idea of how many sections of the back park trail need to be replaced. The trail is concrete and he suggested that one of the members decide how many (at most) sections should be bid on. Angelia Bentley suggested twelve (12) sections. Manager will work on getting contractors out to look at the concrete.

All but four (4) of the light fixtures have been installed at the clubhouse.

### **NEW BUSINESS**

Legal: President Harris noted that there were two accounts that were presented by legal to be voted on and

signed to proceed with legal action. First President Harris called for a motion to vote on proceeding with judgement on account #22005141. The motion was made by Greg Gillis and seconded by Angelia Bentley. All were in favor and the motion carried. The second account presented was #21905496 to proceed with foreclosure. In addition, there was a question as to whether the Association wanted to bid on the property. A motion to proceed with foreclosure and not to bid on the property was made by Armando Perez. The motion was seconded by Greg Gillis. All were in favor and the motion carried.

Open Forum – Homeowner J. Mixon was in attendance to discuss issues pertaining to communication with our legal counsel and paralegal. Mr. Mixon began to discuss his concerns and his computer froze up.

**NEXT MEETING IS SCHEDULED FOR APRIL 20, 2021**

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

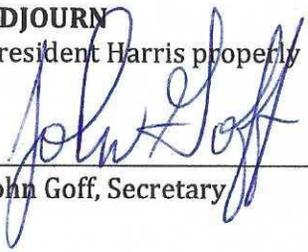
**MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION**

*Motion made to move into Executive Session at 8:09pm.*

**EXECUTIVE SESSION SUMMARY**

**ADJOURN**

President Harris properly adjourned the meeting at 812p.m.

  
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John Goff, Secretary

  
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Date