

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

April 20, 2021

17902 Hawk Haven Lane – Spring, TX 77379

CALL TO ORDER

With prior written notice by the President and a quorum of Directors present, the April meeting was called to order at 7:11 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were Ken Clark, John Goff, Angelia Bentley, Greg Gillis, Juli Cash and Armando Perez. Directors Linda Clarke and Kristen Ricketts were not in attendance. Also in attendance was Sterling Association Services Inc. representatives Gina Keller and Norah McClure; homeowner in attendance in person and homeowners attended via zoom.

Meeting Agenda

President Harris inquired if any of the members had any items to add to the agenda. Mike Harris stated that he wanted to add a discussion about a 4th of July parade and picnic. Motion to add to and approve the agenda was made by Ken Clark and seconded by John Goff. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from the March 16, 2021 Board Meeting were approved on March 25, 2021 by an email vote.

SECURITY REPORT

Security Director, John Goff was in attendance but stats were sent to Mike Harris via text message. President Harris reported that in the past month there had been one (1) stolen vehicle, two (2) criminal mischiefs. Other issues reported were family disturbances, a mental health check and one runaway. Other than the reported issues there haven't been any other issues in the neighborhood.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Reports for the month ending March 31st, 2021. Operating account had a total of \$551,486.03 of which \$47,390.03 was in the operating reserve fund. Reserve Fund account totals \$303,826.38 which is comprised of New First Money Market, CIT Bank and Woodforest Bank C.D. Total cash on hand is \$855,312.41. Checks written for the month totaled \$31,957.61 of which \$11,050.00 was out of reserve fund account. Assessment collection percentages for 2019 are at 98.3%, 2020 are at 97.4% and 2021 are at 87.8%.

Manager reported that there are fourteen (14) in house payment plans, eleven (11) accounts at the attorney that have executed a payment plan, twenty-two accounts are at legal or in litigation with no payment plan executed. Manager inquired about fourteen (14) accounts that still have soft costs and requested that the board approve those be waived. All were in favor to "clean up the books."

Deed Restriction Committee Report

D/R Summary -22 letters were issued for the month of March as follows: (16) courtesy letters, (4) second letters, (2) final notices were sent out. Monthly inspections are performed after the HOA meeting, which was confirmed by Norah McClure, Account Specialist. Inspection will be performed next Thursday.

Architectural Review (ARC): - Greg Gillis reported that five (5) ACC requests were submitted. One was for fascia and soffit repairs; this was approved. One was for windows; this was approved. One was for siding and painting; this was approved. There was a driveway request submitted; Committee has requested additional information. A request to install French drains was submitted; this is still under review.

Landscaping Committee Report – Kristen Ricketts was not in attendance. President Harris inquired if Angelia Bentley was taking over “Yard of the Month” and the landscaping at this time. Angelia reported that she would be selecting the “Yard of the Month”; Juli Cash will ride with her to make the selections. Kristen Ricketts is still ordering the seasonal color and on the Landscape Committee.

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

F.A.S.T. Pools contract was submitted by Kandace for 2021 season. President Harris stated that he thought the initial contract was for two years. As the total cost for 2021 pool season is less than budgeted, the contract was approved. President Harris executed the contract.

Operations Under COVID-19

Pool Operations – Since Governor Abbott has opened up Texas to 100% the pool will be open at 100% capacity, furniture will be put out this season and will be sanitized by lifeguards. Any owner that did not sign a COVID waiver last year will have to sign one to access the amenities. The initial waiver signed in 2020 was good for a two (2) year period.

Basketball Court – The concrete was just replaced at the basketball court. Once the fence repairs are completed, the basketball goals will be replaced.

Tennis Court - Tennis is social distancing sport by nature; tennis courts are open.

Clubhouse Rentals – Board will discuss this again in May. At present clubhouse will remain closed and unavailable for rental.

Playgrounds – The playgrounds have been open to “use at risk” and will remain open. Playground equipment has recently been cleaned. Kiddie cushion will be added to the playground equipment once this can be scheduled.

Concrete Repairs – Basketball Court – The concrete has been replaced at the basketball courts.

Updates on Light Fixtures – All of the new LED fixtures have been replaced in the clubhouse except for the ones in the office. Robert with Donald’s Electric has been busy since the freeze but once he’s caught up, he will come out and install the remainder of the fixtures.

Mini-Split A/C

President Harris was finally able to obtain a bid to add the mini-split A/C unit to the pool computer room. The bid was submitted by Douglas Mechanical Inc. to install a Mitsubishi outdoor condenser, indoor head unit and copper line set, electrical to unit must be provided by licensed electrician. Ken Clark motioned to approve \$3800 from the reserve fund to install the mini-split and hook up the electrical. The motion was seconded by Angelia Bentley. All were in favor and the motion carried.

OLD BUSINESS

The Board had requested management obtain bids to repair/replace the bridges in the back park. At previous meeting a bid was submitted by JAK Companies. A second bid was submitted by Absolute Groundscape and a third bid, including spec’s to modify the bridge was received from Property Services. Since none of the bids seemed to encompass the same specifications, the board suggested that the specifications be “firmed up” and RFP be sent to all bidders. This project is on hold until specifications can be created.

Three (3) bids were obtained to repair the sixteen sections of the sidewalk (trail) in the back park that President Harris had identified as needing to be replaced. Bids were reviewed and discussed. A motion to accept the JAK Companies bid in the amount of \$8915 to be funded from the reserves was made by Armando Perez. The motion was seconded by Juli Cash and unanimously approved.

NEW BUSINESS

President Harris received an email from a property owner on Falling Water whose property backs up to the tennis courts in the front park. His complaint is that trees and brush have grown up between the Associations chain link fence and his privacy fence to the point they are damaging his fence. On inspection several of the trees had grown to the point they have engulfed the chain link fence. The damaged chain link fence will have to be removed to be able to remove the trees and brush from the fence line. In a discussion with the Homeowner President Harris informed him that, with approval of the Board, the association would be responsible for removing the trees, brush and replacing the chain link fence. The homeowner would be responsible for replacing his own privacy fence and would grant access to his back yard if needed for safety and clean-up. In the packet was a quote from Absolute Groundscape \$3,827.20 to remove all designated trees and debris and replace 78 feet of 8 foot tall chain link fence. Since the fence is reserve expenditure and the fence cannot be replaced without removing the trees and debris, the removal of the trees also qualifies as reserve expenditure per Linda Clarke. Greg Gillis motioned to have the work done and paid for out of the reserve fund. The motion was seconded by Ken Clark and unanimously approved by all.

President Harris stated that, according to current vaccination projections, that by July 4th everyone who is interested in getting a COVID-19 vaccination should have had the opportunity to receive one. He asked the Board if they were interested in holding the 4th of July parade and picnic. The Board was in favor to proceed. Residents interesting in participating in the parade should meet at the front park parking lot at 9:30 am on the 4th. The parade will start at 9:45 am and will proceed north on Windy Point to Five Forks, West on Five Forks to Smooth Rock Falls, North on Smooth Rock Falls to White Tail, East on White Tail to Hawk Haven and north on Hawk Haven into the Back Park. President Harris agreed to contact HCSO to schedule a unit to provide parade security. John Goff agreed to contact Klein Volunteer Fire Department to schedule a fire truck, Juli Cash agreed to contact the scouts to schedule a color guard and Juli Cash and Angelia Bentley agreed to schedule the water side and concessions.

Open Forum – Homeowner Aracely Mendo of River Mill was in attendance; she just moved into the neighborhood four months ago. She was in attendance with her two daughters to discuss whether the Association was going to hold any community events. The members explained to her that typically the Association prepares an Event's Calendar for the year. In past years this has included pool opening event, 4th of July Party, Ice Cream Social, Neighbors Night Out and the Christmas Party. Due to COVID, all events were cancelled in 2020 but, as discussed, the Association is planning on moving forward and holding the Annual 4th of July parade and picnic this year.

Homeowner was in attendance via zoom and wanted to discuss concerns about trash at the front of the neighborhood by the pool and park. It was noted by the Board members that because of the businesses and apartments up front, there tends to be a lot of trash from those areas. They also have concerns regarding speeding (daily) down Deer Creek. President Harris explained that Oakwood Glen and Spring Creek Forest are in a Security Co-Op together so both neighborhoods get double the patrol. They will speak with the contract officers about the speeding on Deer Creek.

NEXT MEETING IS SCHEDULED FOR MAY18, 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

Manager presented an offer from the Holt & Young on an account that has been at legal for seven years due to multiple legal issues. Partner Luke Tollett suggested a way to possibly recoup all of the money the Association is owed. A motion to proceed was made by Angelia Bentley and seconded by Ken Clark. All were in favor and the motion carried.

ADJOURN

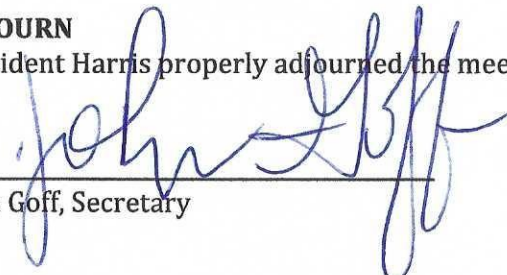
President Harris properly adjourned the meeting at 8:48p.m.



John Goff, Secretary



Date



May 3, 2021