

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

June 15, 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 June meeting was called to order at 7:03 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were Ken Clark, John Goff, Angelia Bentley, Greg Gillis, and Armando Perez. Directors Linda Clarke, Juli Cash and Kristen Ricketts were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller; homeowners attended in person as per the sign in sheet and via zoom.

Meeting Agenda

President Harris inquired if any of the members had any items to add to the agenda. Mike Harris noted that Manager, Gina Keller had some information about banking charges that needed to be added to the agenda. Motion to add the discussion on bank charges to the agenda and approve the agenda 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 May 18, 2021 Board Meeting were approved by email vote on May 28, 2021.
2. Mike Harris authorized Casey Clark to make emergency repairs to a leaking water line in the wall of the pool house on June 1st.

SECURITY REPORT

- Oakwood Glen held a Town Hall meeting on June 12th, 2021 at the park, which was attended by the new contract Sargent David Angstadt, Deputy Ray Tomte, Nora McClure from Sterling, 4 OWG Directors and 35 +/- Homeowners.. Updates on the statistics were provided "to date" at the Town Hall meeting. Homeowners in attendance had the opportunity to address any concerns directly to the above individuals.

Flock Security Presentation – Cori Cornwell with Flock Security attended the Board Meeting to make a presentation on the license plate reader camera system that his company leases, along with its many benefits. Flock Security leases a license plate reader camera system that was designed to help detour and reduce crime. The company is fairly new (established in 2017) and came to fruition when the owner, who lived in the Atlanta area realized that 70% of crimes involve a vehicle but only 18% of the crimes involving vehicles were currently being solved. The cameras are designed to be placed in entrances or areas of the community where surveillance would capture vehicle license plates entering and exiting the community. The cameras run on solar technology, with battery backup, using cellular data in real time. The Association would allow law enforcement to have direct access to the cameras for investigations and if a license plate is spotted that "alerts" law enforcement that a plate is listed as silver or amber alerts, law enforcement would be notified of where the vehicle was spotted. Same applies if there are any plates spotted by the system that are stolen or tie back to a specific crime. At present, only Precinct 4 has access to the data but Flock is currently working with HCSO on a similar operating agreement.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Reports for the month ending May 31st, 2021. Operating account had a total of \$514,481.05 of which \$49,401.89 was in the operating reserve fund. Reserve Fund account totals \$292,054.71 which is comprised of New First Money Market and Woodforest Bank C.D. Total cash on hand is \$806,535.76. Checks written for the

month totaled \$50,467.95 of which \$31,552.95 was from operating, \$8,915.00 was out of the reserve fund. Assessment collection percentages for 2019 are at 98.6%, 2020 are at 98% and 2021 are at 93.6%.

Manager reported that there are eighteen (18) in house payment plans and fourteen (14) accounts at the attorney that have executed a payment plans at the attorney. Two of the accounts at the attorney paid "in full" this month and will be closed as soon as the lien is released.

Deed Restriction Committee Report

D/R Summary – 126 letters were issued for the month of May as follows: (116) courtesy letters, (6) second letters, (2) final notices, (2) fine certified notices and three (3) force mows were sent out. Monthly inspections were performed the second week of the month instead of the last week of the month. Adjustments may be made to the inspection schedule depending on compliance.

Architectural Review (ARC): – Greg Gillis reported that a request was submitted for exterior paint; this was approved. A request was submitted for a roof which is currently under review. A request was submitted for French drains; additional information is requested. In addition, the Committee received a request to place a dumpster in the driveway. Manager reported that she took care of that matter as ACC does not require an application for dumpster; management requires a timeframe that dumpster may be in the driveway and confirms that any work being done is on the inside of the home.

Landscaping Committee Report – Kristen Ricketts was not in attendance. Angelia Bentley posted on the Facebook group the streets that she will be selecting the Yard of the Month from for June. Management also sent out an e-blast containing the same information. Yard will be selected the last week in June.

Basketball rims: - The basketball rims have been reinstalled on the backboards and the basketball court is now available for resident use.

2013 Review: Review has been completed. Hard copy of 2013 review was provided to Linda Clarke. She made notes, which Mike Harris typed up and Manager forwarded to Canady & Canady to see if the notes and disclosures requested could be added to the 2013 review. Information is still being reviewed by the firm to see what can be added to the disclosures.

Operations Under COVID-19 – UPDATE

At this time next month, per President Harris, any person who wants a COVID vaccine should have had the opportunity to have gotten the shot. All common areas are currently open – parks, pool, basketball court, tennis courts for homeowners to use. At present the only amenity that has not been opened is the clubhouse. President Harris inquired if the board was ready to open the clubhouse for rentals. Upon further discussion, this topic was tabled and will be addressed again at the next meeting. The expectation is that the clubhouse will be open for rentals beginning August 1st, 2021 if not sooner.

Updates on Light Fixtures – The four remaining LED light fixtures have still not been installed in the office. The electrician was scheduled to finish tomorrow (June 16th) but has been diverted to install the electrical on the mini-split AC system at the pool house.

Trees/Fence Removal at Front Park – Due to the time that has lapsed since Casey with Absolute Groundscaping provided the bid to remove the trees and replace the section of chain link fence

growing into the trees at the front park, a new bid is being provided. Since the freeze, cost of materials and fuel has all increased and the estimate that was originally quoted is no longer valid. The updated bid was not available to review at the meeting. As this expense is partially reserve expenditure, the Board will not be able to vote on this matter until the July meeting.

Mini-Split A/C

HVAC Company contacted President Harris last week to let him know that the mini split unit had arrived and that they were ready to install. The system is scheduled to be installed tomorrow (June 16th).

4th of July Party

President Harris confirmed that everything is ready to hold the Annual 4th of July parade and picnic. Per President Harris, officer will be in attendance. Per Secretary Goff, Fire Department has confirmed the fire truck will be available. Bikes shall start to arrive at the front park parking lot 9:30a.m. and the parade will begin at 9:45a.m. Angelia Bentley confirmed that she has picked up many of the supplies and will get any additional supplies needed just before the event. Volunteers are needed if available.

Continue to use Zoom

Email was received from Zoom stating that if Oakwood Glen would like to renew the zoom account for the next year, a 20% discount on the cost would be given as long as the decision was made by June 30th. The pros and cons of renewing the Zoom account were discussed. It allows owners who may not want to get out of the house to log on and be present at HOA meetings; it was used to hold an ACC hearing and can be used any time the Association would want to use it as the account is the property of Oakwood Glen. Angelia Bentley motioned to renew the contract. Greg Gillis seconded the motion. All were in favor and the motion carried.

OLD BUSINESS

Mike Harris stated that he has still not gotten around to putting the specs together for the bridges. Manager stated that one of the vendors had another idea on how they might replace them; she will look for the initial bid to see if it might assist President Harris in preparing the specifications for the replacement of the bridges so it can be sent out to obtain bids.

Christmas Décor – last month the members discussed the possibility of hiring a company to install Christmas lighting throughout the community. Manager sent emails to Angelia Bentley and Juli Cash of companies that install the lighting. Per Angelia, if Juli Cash would like to decorate more than the entrances, she needs to make contact with the companies and set a budget for Christmas decorations.

NEW BUSINESS

New First bank sent information to Sterling President, Jose Villegas to present to Sterling ASI clients. As New First bank is a smaller bank, located only in Texas and because of the financial issues caused by COVID-19, they are going to need to modify their fees for checking accounts. The Association has the lockbox, where payments are directed as the primary means for receipt of funds. The list of cost are as follows: \$15.00 for monthly maintenance, \$3.00 per month for lockbox maintenance, each check will be billed \$0.85 per check and each e-check will be billed at \$0.65 per check.

Because the majority of the homeowners in Oakwood Glen have already paid their assessments, Manager recommends that the board monitor the costs associated with using the lockbox for the next couple months. If cost is more than "average" bank charges, Sterling would recommend that

lockbox be changed to CIT Bank and any monies in New First be put into a CD or MM. Sterling ASI owners have already spoken with CIT Bank and they expect no fees to be assessed to any of their HOA accounts.

NEXT MEETING IS SCHEDULED FOR JULY 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 8:51pm.

EXECUTIVE SESSION SUMMARY

Board reviewed attorney status report.

ADJOURN

President Harris properly adjourned the meeting at 8:55p.m.



John Goff, Secretary



Date