

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

January 18, 2022

17902 Hawk Haven Lane – Spring, TX 77379

CALL TO ORDER

With prior written notice by the President and a quorum of Directors present, the January meeting was called to order at 7:06 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were Angelia Bentley, Armando Perez, John Goff; Juli Cash and Greg Gillis were in attendance via zoom. Directors Ken Clark, Linda Clarke 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. A motion to approve the agenda as posted was made by Angelia Bentley and seconded by Armando Perez. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from November 16, 2021 Board Meeting were approved by email vote on November 29, 2021.

SECURITY REPORT

Deputy Tomte was present via zoom to present the stats from November 16, 2021 through January 12, 2022. Incidents reported were multiple custody issues, disturbance, burglary of a habitation, theft (via the contract), family assault, BMV on Stoney River, crash at Ten Curves and Windy Pines, drug possession, family disturbance, stolen property, and lost property. Deputy Tomte reported that the accident on Ten Curves at Windy Pines occurred when owner looked down at their phone, vehicle jumped the curb, hitting a brick mailbox and flipped over onto the street. Fortunately, the owner was not injured.

Armando Perez inquired if Tomte were to see kids riding motorized vehicles on the trails that he make contact with the individuals and let them know that they are not to be using motorized vehicles in the park. Mike Harris reported that Deputy Tomte does currently perform this service under the contract.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the preliminary Treasurer's Report for the month ending December 31, 2021. Operating account had a total of \$453,848.10 of which \$76,449.50 was in the operating reserve fund. Reserve Fund account totals \$280,217.57 which is comprised of CIT Money Market and Woodforest Bank C.D. Total cash on hand is \$734,065.67. Checks written for the month totaled \$24,093.79 from operating account in expenses; there were no expenses from the reserve or in debit card purchases. Assessment collection percentages for 2019 are at 99%, 2020 are at 98.5% and 2021 are at 96.4%.

Manager will have the number of payment plans beginning in February as the January financials will be completed and manager has discussed with accounts receivable clerk that all payment plans must be noted as P. Plan on the account.

Deed Restriction Committee Report

D/R Summary -57 letters were issued for the month of December as follows: (20) courtesy letters,

(20) second letters, (12) fine certified letters and one (2) force mows were sent out. Two owners responded to their violations, submitting notes on what the status of the violation is.

Landscaping Committee Report – Angelia Bentley reported that at this time there is nothing going on with landscaping. Depending on the weather, she will begin awarding the “Yard of the Month” in March or April. She wants to try and start in March and go through October.

Architectural Review (ARC): – Martha Buckner emailed her report to the Manager. There were three (3) requests submitted. Two (2) were for fences and one (1) was for windows; all were approved.

2020 Review:

Manager had hard bound copies of the 2020 financial review; all members in attendance were provided a hard bound copy of previously approved 2020 financial review. Copies for members not in attendance will be provided upon their physical return to meeting. Residents can access the Financial Review via the Sterling web site.

2013 Review: Manager has reached out to Canady & Canady and asked them to email over the 2013 review. Upon receipt of the review, it will be submitted to Treasurer Linda Clarke for her review. She will approve or make edits and manager will communicate information to Sterling at Canady & Canady.

Update on Contracts:

AT&T – While preparing the budget for 2022, Manager noticed the AT&T invoices had all increased during the past year. She confirmed with President the number of accounts that Oakwood Glen should have. There are a total of three accounts – one for the emergency phone at the pool, one fiber optic line for the access system and CCTV at the pool and one line at the clubhouse for the alarm system and CCTV. After communicating with AT&T, the total for all three accounts should be approximately \$280 less than it was in 2021. Manager will confirm how long these rates will be applicable.

F.A.S.T. POOLS - Pool contract for 2022 was submitted by Kandise Ponce for review and approval. President Harris noted that the cost increase is predominately in chemicals. The contract is within the projected budget amount. Pool ran smoothly last year, with no real issues. All members were in agreement that contract should be executed.

HARRIS COUNTY SHERIFF (SECURITY) – The County has decided to change it’s fiscal year during 2022. The upcoming contract will renew on March 1st as it has in the past but will only run through September 30th. The contract will be prorated based upon the contract price; price for the period from March through September will be the same as in 2021. On October 1st, 2022 the contract will renew to align with the County’s new fiscal year. Upon the renewal of the contract from October 1st, 2022 to September 30, 2023, there will be an increase in the contract. Estimate increase will be 4.4%. As contract is also within the projected budget, it was approved by the board, executed and sent to the office of Ed Gonzales to be fully executed.

MOSQUITO SPRAYING – Oakwood Glen has been using NW Pest Control to spray the streets and park for mosquitos. In 2021, several members commented that they did not feel that the “spray” was exterminating the mosquitos. Manager suggested that bids be obtained from other companies and each company send in the information on the product that each use. Bids were obtained from NW Pest and Cypress Creek Pest but Association was awaiting a bid from Excalibur

Pest Control. Due to the fact that spraying does not commence until March, there is time to obtain the third bid as well as time for the members to review the product information to make a decision on whether one of the other companies uses a stronger product. This subject was tabled to be discussed in February; all information will be sent out in advance.

STERLING ASI (MANAGEMENT) – Board and Manager reviewed the contents of the management contract. There are no changes to the operations, administrative costs for paper; postage, notices, etc. will remain the same. The contract price was also within the projected budget and as per Board they are not looking at engaging a new management company. A motion was made by Angelia Bentley to accept the contract for a term of two years; the motion was seconded by John Goff. All were in favor and the motion carried.

ALARM PERMIT – Alarm permit needs to be renewed prior to April. Manager will request fill out the paperwork and also confirm the contact information on file. President Harris is currently the primary contact in case the alarm goes off.

Director Training Classes

Manager noted that Sterling ASI will be holding Director Training classes this year but given the new strain of the virus, they will all likely be done via zoom. Once classes are scheduled, information will be sent out to the board.

BY-LAW Committee

Remain on agenda but table for discussion this evening.

License Plate Readers – Flock Security

No update. This matter will remain on agenda but is tabled for now.

Juli Cash noted that she spoke to another board President and several of the Associations in the Spring area are going to try and hold monthly meetings where officers from different communities will get together and discuss issues in their communities. She noted that she provided Mike Harris' information to the director that is putting this together.

LED Lighting – Street Lights – Manager will reach out to her contact at CenterPoint to see if Oakwood Glen has moved up the list and if so, if they have an ETA on when the conversion of the street lights to LED might be scheduled.

Reserve Study

President Harris noted that the most recent reserve study is on the Sterling ASI portal. All requests for changes have been made. The excel spreadsheet with the contribution amounts and the projects, along with estimated costs is also included in the 2021 Reserve Study. President Harris noted that the original reserve study was also uploaded to the portal. He suggested that if the members and homeowners were to take compare the original survey to the current survey they would see the dramatic changes made to Association Assets over the past five years.

Christmas Décor

Juli Cash reported that she thought the company did a good job. Next year she will get the installation on the schedule earlier. All decorations have been taken down and are being stored at the company's warehouse. The board can decide if they want to add any more decorations next year or not. Members reported that one of the wreaths was stolen.

Christmas Party

Angelia Bentley reported that this years' Christmas Party was a big success. They ordered thirty (30) pizzas and people were patiently waiting in line. All of the events were successful, the children enjoyed the petting zoo and Santa, on his sleigh made continuous trips through the neighborhood. Angelia thanked Armando and his wife for assisting with decorating the clubhouse and all that they did to assist in the party. Additionally, thanks to Juli for the recommendation on where to obtain the pizza. Cost was less than prior orders and pizza was hot when delivered. Angelia reported that this was by far, the best event turnout since COVID.

NEW BUSINESS

Pool Permit

President Harris reported that this year Oakwood Glen received communication from Harris County Permit Division about permitting the pool. In previous years, only pools inside the City limits were subject to pool inspections. In the past several years, Harris County has made it their business to find any HOA pools that they have been unaware of and ensure that they meet all of the safety requirements to operate their HOA pool. Initially, the inspector had scheduled the pool inspection be performed on Monday, January 13th but he made contact with Sterling ASI and requested the date be changed. Inspection will occur on January 21st. Kandise with F.A.S.T. Pools will be in attendance as will President Harris. If Norah is available, she will attend as well.

PROJECTS PER RESERVE STUDY

As per the most recent reserve study, two of the projects scheduled for 2022 are at the tennis courts. The tennis court poles are scheduled to be repainted and the tennis courts are scheduled to have color coat added to the courts. President Harris suggested that these two projects be "staggered" with the light pole painting project being completed prior to color coating the tennis court. That way any damage done to the courts by the lifts can be addressed before applying the color coat. He believes a commercial painting contractor will need to be hired to sandblast and paint the tennis court poles; the contractor needs to be familiar with how to create the appropriate anchor pattern for the coating system while sandblasting the poles. The coating system should probably be applied by hand versus spray painting to prevent overspray from drifting onto surrounding homes. Manager will see if she can obtain bids to sandblast and repaint the poles. Once completed, bids to have the courts repainted can be obtained.

FENCE ISSUES

President Harris noted that the reserve study also schedules the chain link fencing around the front park as well as the baseball backstop in the back park to be replaced in 2022. (Note: the chain link fence around the tennis court is scheduled to be replaced in 2028). It should be noted that the existing chain link fencing on the west and south side of the pool is currently grandfathered. When the Board decides to replace these sections of fence the county will require that it be replaced with rot iron fencing. The Board has the discretion to defer this project if it believes replacement is not warranted at this time. President Harris believes this fence has several years remaining of "useful life" and would like the other members to go and look at the fence as well as the baseball backstop. Members should make note of any locations that may need maintenance to the fence or tree and brush removal and report back at the February Meeting.

FRONT PARK MONUMENT

The Oakwood Glen Monument at the front park has several letters missing. Gina will get bids to replace and paint the letters and will also get bids to create and install signage similar to what is currently on the main monument to see what it would cost to keep Oakwood Glen signs more uniform. Greg Gillis has the information on the contractors that performed this work up front; he

will forward to manager to see if company is still in business and can provide a bid for the signage.

ADDITIONAL PROPERTY ISSUE NEAR FRONT ENTRANCE

It has come to all members' attention that the Gas Station / Convenience Store and the Oakwood Glen Condo's next door are continuously littered with trash, not mowed on a regular basis and Board would like to address both issues. Norah has been in communication with the Gas Station and is trying to get someone with authority to come out and discuss the concerns. Manager has been told that the condos may be owned by more than one individual and will look into this. President Harris wanted to bring this to the membership's attention to see if they are interested in us taking alternate avenues to try and get both entities to clean up. All members agree that these are both eye sores at the entrance and if management can find a way to communicate with these owners to have cured, that would be preferred. If management cannot get the owners to address the issue, the Board may consider requesting legal send a letter. At this point both properties are outside the boundaries of Oakwood Glen and owners have limited expectation of confidentiality. Should it become necessary to involve legal all discussions regarding this issue will need to be moved to Executive Session.

Legal Action

No accounts from Legal to discuss or vote on for January.

NEXT MEETING IS SCHEDULED FOR FEBRUARY 15, 2022

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

MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION

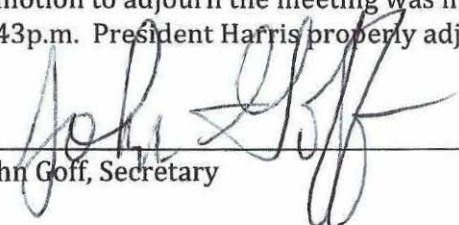
Motion made to move into Executive Session at 8:38pm.

EXECUTIVE SESSION SUMMARY

Individual owner property was discussed.

ADJOURN

A motion to adjourn the meeting was made by Angelia Bentley; seconded by Armando Perez at 8:43p.m. President Harris properly adjourned the meeting at 8:44p.m.



John Goff, Secretary

1-31-2022

Date