

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

**February 15, 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 February meeting was called to order at 7:05 pm by Secretary John Goff. Other Board members in attendance were Angelia Bentley, Armando Perez; President Mike Harris, 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**

Secretary Goff inquired if any of the members had any items to add to the agenda. Manager received an email from Ms. Martin regarding an upcoming quilting show and would like the board to consider putting the information out to the owners. Armando Perez motioned to add this item to the agenda. 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 January 18<sup>th</sup>, 2022 Board Meeting were approved by email vote on January 29, 2022.

**SECURITY REPORT**

Deputy Tomte was present via zoom to present the stats from January 15, 2022 through February 12, 2022. Incidents reported were verified sex offender, an abandoned vehicle, Burglary of Motor Vehicles on 2/6 and 2/7 and a stolen vehicle on the 8<sup>th</sup>. In addition, there was an "issue" that occurred over at Ehrhardt Elementary that Board will discuss later.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the preliminary Treasurer's Report for the month ending January 31, 2022. Operating account had a total of \$585,300.68 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 \$865,518.25. Checks written for the month totaled \$26,031.38 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 98.7% and 2021 are at 96.6%. Assessments for current 2022 are currently 61.9% collected.

Manager will have the number of payment plans both "in house" and at the attorney in March.

**Deed Restriction Committee Report**

D/R Summary –23 letters were issued for the month of January as follows: (6) courtesy letters, (5) second letters, (2) fine certified letters and two (2) force mows were sent out. Eight 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. She has not decided on whether they first "Yard of the Month" will be selected in March or April. This will depend on the weather.

**Architectural Review (ARC):** – Martha Buckner was in attendance to provide the ARC report. There were three (3) requests submitted. One (1) for an exterior pool, (1) was for windows and one

(1) for a covered patio; all approved.

**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:**

**Absolute Landscaping** – President Harris has not received an update quote from Casey yet; contract expires in April. Upon returning to Houston, President Harris will reach out to contractor to get the cost for the next two years. This will be presented at the next meeting.

**Alarm Permit** – Manager has filled out the paperwork for updated alarm permit and should have no later than 15<sup>th</sup> of April.

**MOSQUITO SPRAYING** – Oakwood Glen has been using Northwest Control to spray the streets and park for mosquitos. Additional bids were obtained from Cypress Creek Pest Control and Excalibur Pest Control. After reviewing the information from all of the companies, Angelia Bentley noted that all three of the companies use Kontrol 30/30. Excalibur Pest Control has the best prices of all three and will spray the park for an added \$10 per week. If the Association pays “in advance” they will receive a 5% discount on spraying for the year. Angelia Bentley motioned that the Association select Excalibur and pre-pay in advance. The motion was seconded by Armando Perez. All were in favor and the motion carried.

**ON GUARD** - On Guard is the company that provides the 9-1-1 box at the pool for any emergencies at the pool. Contract will auto renew on April 1<sup>st</sup>. Manager will make sure all information is updated.

### **Update on Pool Permit Renewal**

President Harris provided the “report” from Harris County regarding renewal of the pool permit. The main issue the inspector had with the pool is the absence of a flow sensor in the chlorinator system. This was the primary issue that kept him from issuing a permit. The inspector will reinspect and issue a permit when this work is completed. He wants two additional issues addressed before we open the pool: 1) Have separate backflow preventors on both the irrigation line and the pool make up water line. Casey will handle this installation. 2) Change the hinges on the main pool gate to swing outward instead of inward. Manager has reached out to two contractors to obtain bid to remove the gate, flip it and move access control to the other side of the gate.

### **Trash Issues at Front - Exxon /Condo's**

Sterling Inspector / Co-Manager Norah McClure has been taking photos of both properties of concern at the front of the neighborhood. She has also attempted to make contact with the owner of the Exxon station to discuss the Association's concerns. It was noted that AIM Realty was in charge of the Condo's, the second property of concern. Manager will reach out and see if she can get information regarding who to talk to about cleaning up the property. It was also noted that with the change to Precinct 3, Ramsey is overseeing this area now.

### **Monument Signage**

Owner / President of Q & H Cast Stone, the company that initially placed the lettering and the cast stone panels at the entry sign, came out to the community and walked both signs with President Harris. Bids were as follows: to fix and repair existing letters at the pool would be \$4,150.00. Cost to remove the existing letters and replace them with Cast Stone with panels with the graphics to

match the sign at the entrance of the subdivision. Cost for this would be \$4450.00 for each side of the wall; brick will remain the same. In discussion it was pointed out that the monument at the pool set at an angle to the street. In further discussion the advantage of having signage matching the main monument to differentiate Oakwood Glen from the apartment complexes and whether it was necessary to have signage on the back side of the pool monument that could not be seen clearly from the street. Angelia Bentley motioned to install 1 Cast Stone sign on the west side (entrance side) of the pool monument; motion was seconded by Greg Gillis. All were in favor and the motion carried.

#### **BY-LAW Committee**

Remain on agenda but table for now.

#### **License Plate Readers - Flock Security**

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

**LED Lighting - Street Lights** – Manager contacted CenterPoint regarding the LED conversion and received an email that they should be ready to proceed in Oakwood Glen in the next four or five months.

#### **Painting Poles at Tennis Courts**

Manager has reached out to JAK Companies to request that they prepare a bid to sandblast the poles and repaint the same. Bid should be in packet for March meeting.

#### **Chain Link Fence**

President Harris had previously asked the Board members to go and take a look at the chain link fence and the backstop at the park. These are both in the reserve study to be replaced in 2022. If members could provide their opinion at the March meeting, it would be appreciated.

#### **NEW BUSINESS**

##### **Security issue at Ehrhardt Elementary**

President Harris informed the Board of a security issue at Ehrhardt Elementary School. KISD, by policy, is not turning on security lights at night. This policy creates an attractive nuisance by providing a dark, quiet place with easy access that periodically draws individuals of unscrupulous character. KISD has declined a request to provide basic security measures at the school. After discussion, the Board authorized President Harris to continue pursuing this security issue with KISD on behalf of the Board. President Harris also informed the Board that he has been in contact with President Richard Short on the Spring Creek Forrest Board. The SCF Board shares our concerns and will be working with us to resolve this security issue.

##### **Question regarding Quilting**

Homeowner, Nancy Martin reached out to HOA via Manager to see if they would “put something on the website” about the upcoming “Joy of Quilting” Quilt Show which will be held at the Klein United Methodist Church on April 8<sup>th</sup> – 9<sup>th</sup> between the hours of 10am to 3pm. This is not HOA related but Juli Cash asked that the information be sent to her and she would post something on the Facebook Group notifying the residents.

##### **Request from Cub Scouts**

Angelia Bentley received a request from a group of Cub Scouts at Erhardt Elementary to use the clubhouse once per week for their meetings. Per Juli Cash, any scouts in the area should be a part of the Charter. She asked that the information for this group be sent to her as well so she could reach

out and assist the group in finding a place to meet.

**Legal Action**

Account #22104133 was presented for lawsuit and judicial foreclosure with backup. A motion to proceed with action was made by Greg Gillis; Angelia Bentley seconded the motion. All were in favor and the motion carried.

Account #22104141 was presented to proceed with lawsuit and judicial foreclosure with backup. A motion to proceed with action was made by Angelia Bentley; Greg Gillis seconded the motion. All were in favor and the motion carried.

Account #22104135 was presented to proceed with lawsuit and judicial foreclosure with backup. A motion to proceed with action was made by Armando Perez; John Goff seconded the motion. All were in favor and the motion carried.

**Events Calendar - Community Events 2022**

Manager inquired about events for 2022. Typically, the events held annually are the 4<sup>th</sup> of July Parade and Party, Ice Cream Social, Neighbors Night Out, Movie Night and the Christmas Party. If Events Coordinator can provide dates for these events so they are calendared and listed, it would be helpful for the Association and for the homeowners to have the information in advance.

**NEXT MEETING IS SCHEDULED FOR MARCH 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**

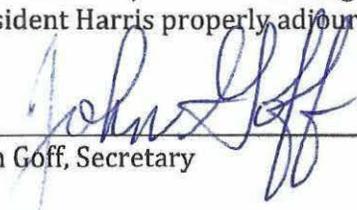
*Motion made to move into Executive Session at 8:32pm.*

**EXECUTIVE SESSION SUMMARY**

No requests were discussed in executive session.

**ADJOURN**

A motion to adjourn the meeting was made by Greg Gillis; seconded by Angelia Bentley at 8:38p.m. President Harris properly adjourned the meeting at 8:38p.m.

  
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John Goff, Secretary

*March 6, 2022*  
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Date