

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

**June 21, 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 June meeting was called to order at 7:15 pm by President Mike Harris in person. Zoom meeting was unable to connect. Other Board members in attendance were Angelia Bentley, Armando Perez, Kristen Rosas; John Goff in person and Linda Clarke was in attendance via telephone. Directors Ken Clark, Juli Cash and Greg Gillis 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.

**Meeting Agenda**

President Harris inquired if any of the members had any items to add to the agenda. None of the members had any agenda items to add. A motion to approve the agenda as presented was made by Angelia Bentley. The motion was seconded by Armando Perez. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from May 17, 2022 Board Meeting were approved by email vote on May 30, 2022 by the majority.
2. The Board unanimously approved a motion to replace the security camera system in the front park by email vote on May 31, 2022.
3. The Board unanimously approved an motion to replace the HOA laptop by email vote on June 13, 2022 using funds from operating reserve account.

**SECURITY REPORT**

Due to glitch in zoom connection, Deputy Tomte was unable to attend the meeting. Secretary and Security Liaison John Goff presented the report on behalf of Tomte. The stats presented were from May 17 to June 20 as follows: two (2) incidents of family disturbances, two (2) BMV's, theft, indecency with a child and FSGI (Failure to stop and give information).

**REINSTATE TREASURER**

After being out due to multiple surgeries, Treasurer Linda Clarke is ready to return to the board and her duties as Treasurer. President Harris requested a motion to remove Interim Treasurer Ken Clark and reinstate Linda. Motion was made by John Goff; Armando Perez seconded the motion. All were in favor and the motion carried.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending May 31, 2022. Operating account had a total of \$542,983.04 of which \$81,449.50 was in the operating reserve fund. Reserve Fund account totals \$295,379.35 which is comprised of CIT Money Market and Woodforest Bank C.D. Total cash on hand is \$838,362.39. Checks written for the month totaled \$27,515.41 from operating account in expenses; \$3,300.00 expenses from the reserve account and \$1,706.32 in debit card purchases. Total expenses for the month of May 2022 were \$32,521.73 Assessment collection percentages for 2019 are at 99%, 2020 are at 98.8% and 2021 are at 97.8%. Assessments for current 2022 are currently 90.6% collected.

Manager reported that there were seven (7) in house payment plans and seven (7) payment plans at the attorney.

### **Deed Restriction Committee Report**

D/R Summary –Matrix report shows 14 total letters were sent out in June. Eleven (11) courtesy letters, (1) fine certified letter and two (2) force mow letters were mailed out. Note was submitted by one owner regarding decorations.

**Landscaping Committee Report** – Angelia Bentley reported that she will be posting the “Yard of the Month” selection next week. New signage was purchased and delivered for “Yard of the Month.” Director Bentley reported that she will be selecting the yard in July and Director Goff will be selecting the yard in August while she is out of town.

**Architectural Review (ARC):** – Jack Eannarelli was in attendance but did not have the report for number of ACC’s. Earlier in the day Martha Buckner submitted the information to Manager. There were four ACC requests approved. Approvals were two (2) for painting, one (1) deck, and one (1) fence. One (1) fence was denied and one (1) request for patio cover is still “under review.”

**2013 Review:** Information was revised by Linda Clarke again and Manager submitted “draft” of 2013 review back to Canady & Canady.

### **Update on Contracts:**

None

### **Trash Issues at Front – Exxon /Condo’s**

President Harris confirmed that he spoke with Norah McClure and she had (3) three HCSO deputies meet her at the Condo’s and the Exxon statin while she indicated what issues that the Association would like to see addressed.

### **Monument Signage**

At present, owner of Q&H Caststone has not returned any of Manager’s calls. Indication was that he had “major surgery” and was not doing well. Manager will attempt to make calls over the upcoming month. If no response is received, Association will likely need to find another company that can work on caststone letters.

### **Damaged Pole at Front**

Project has been completed.

### **Chain Link Fence**

President Harris reported that chain link fence, including the baseball backstop and excluding the tennis court fence, has been completed.

### **Tree Trimming at Front**

Project has been completed.

### **LED Light Conversion**

All lights have been converted to LED except for two (2) on Oakwood Glen Boulevard and one (1) at Five Forks just before entering into Spring Creek Forest. Manager will reach out to her contact at CenterPoint and report these issues.

### **Volleyball Timbers**

Project has been completed.



### **Update on Tennis Court Backstop**

Project has been completed.

### **Camera's at Front Park**

Greg Gillis has received the new cameras and will begin to install those in the park. He has also received the new laptop.

### **OPERATING FUND**

Projects that were approved between meetings could not be paid from the reserve account because reserve funds can only be approved during an open meeting. For expedience the projects were funded from the operating account with the understanding that those funds would be replenished from the reserve account in this month's meeting. A motion to replenish the Reserve Fund for the cameras, laptop and protection policy was made by Armando Perez. Angelia Bentley seconded the motion. All were in favor and the motion carried.

### **Discuss Camera's at Back Park**

Greg Gillis is able to purchase a sixteen (16) camera security system for under \$3500. These are better cameras and there will be additional ones that will allow visibility of the front porch area where the kids continue to graffiti and cut up the picnic tables. A motion to approve the purchase of the cameras from the reserve fund was made by Angelia Bentley; motion was seconded by Armando Perez. All were in favor and the motion carried.

### **Volleyball and Tennis Nets**

Nets were delivered by Manager and dropped off this evening. Casey will install volleyball net before July 4<sup>th</sup>.

### **Pool Party**

Per Angelia Bentley and Kristen Rosas the pool party went well. There were more attendees than last year; Angelia had to come grab more cups for snow cones from the clubhouse.

### **Discus July 4<sup>TH</sup> Parade and Picnic**

Officer will be available – Deputy Ryan; John Goff has secured firetruck. Eblast was sent out and will be resent just before the event. As event is approximately two (2) weeks away, food will be purchased in the next week.

### **Clubhouse Rentals**

No rentals are being taken during the month of August.

### **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.

### **AT&T Park Use**

President Harris got in touch with the engineer regarding this matter but needs to send information regarding the Right-Of-Way to the agents to review.

### **NEW BUSINESS**

President Harris had a bid from Absolute Groundscape to trim trees in the back park. One bid was for 22 trees at \$6,600 and second bid was for 27 trees at \$6,750. A motion to go with the 27 for \$6,750 was made by John Goff and seconded by Kristen Rosas. All were in favor and motion carried.

#### **Replace Water Fountain at Pool**

Bid was provided by JAK Companies to remove water fountain at the front park (compressor is shot) and install with new Elkay EZS8L wall mount ADA non-filtered cooler for \$900.00. A motion to approve this as a reserve expense was made Kristen Rosas and seconded by Angelia Bentley. All were in favor and the motion carried.

#### **Replace Seven Benches in Back Park**

Two bids were provided to replace the seven (7) benches in the back park. Casey provided a bid to remove and rebuild the benches with treated lumber for \$4,900. JAK Companies provided a bid to remove the old benches and replace with recycled plastic benches (with 50 year warranty) for a cost of \$6,825. A motion to go with the recyclable benches as per JAK bid was made by Armando Perez and seconded by Kristen Rosas. All were in favor and the motion carried.

#### **Change Park Hours**

Requests had been made for the Board to consider changing the hours of the front park and opening up earlier. This matter was discussed and the board has denied the request.

#### **Back Park Water Fountain**

Bid to repair and clean out the sand that the kids are clearly pushing down into the water fountain was also provided by JAK Companies. As this is a maintenance item, cost is up to \$500; this was approved.

#### **OPEN FORUM**

No Questions

#### **NEXT MEETING IS SCHEDULED FOR JULY 19, 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**

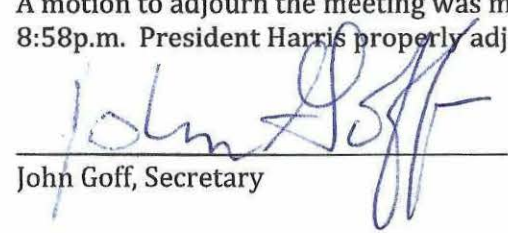
*Motion made to move into Executive Session at 8:44pm.*

#### **EXECUTIVE SESSION SUMMARY**

Manager had email communication about two properties in the community to go over with the board. In addition, mediation hearing is scheduled for July; Mike and Armando will attend.

#### **ADJOURN**

A motion to adjourn the meeting was made by Kristen Rosas; seconded by Angelia Bentley at 8:58p.m. President Harris properly adjourned the meeting at 8:58p.m.

  
John Goff, Secretary

  
Date July 1, 2020