

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

**July 19, 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 July meeting was called to order at 7:02 pm by President Mike Harris in person and via Zoom. Board members in attendance were Angelia Bentley, Armando Perez, Kristen Rosas and John Goff in person; Linda Clarke and Greg Gillis were in attendance via zoom. Directors Ken Clark and Juli Cash and were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller and 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 June 21, 2022 Board Meeting were approved by email vote on June 30, 2022 by the majority.

**SECURITY REPORT**

Deputy Tomte was unable to attend the meeting. Secretary and Security Liaison John Goff presented the stats for June 19 through July 15 as follows. Incidents reported were a death investigation, identity theft (2), (Terrorist threat, neighbor disturbance (fireworks)), minor crash, FSGL, missing person / person was later identified, stolen vehicle (Stolen outside of the neighborhood), runaway and an identity theft.

President Harris provided information regarding an incident at the pool at 2am on Sunday. There were two "kids" that jumped the fence to play basketball. The boy that climbed the fence pulled out the armored cable to the key fob system which disabled the lock mechanism. President Harris returned to the pool / park on Sunday at 8pm to "chain" the gate for the night until access control could be repaired. The same two boys were observed inside the park playing basketball. When M. Harris asked them for their names and addresses they replied they did not live in the neighborhood and ran off. They ran towards the Condos. Photos provided by the new camera system are excellent quality; kids should be able to be located. Repairs to the Key FOB system cost \$250.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending June 30, 2022. Operating account had a total of \$516,325.84 of which \$82,462.85 was in the operating reserve fund. Reserve Fund account totals \$284,040.50 which is comprised of CIT Money Market and Woodforest Bank C.D. Total cash on hand is \$800,366.34. Checks written for the month totaled \$30,490.88 from operating account in expenses; \$16,333.79 expenses from the reserve account and \$335.45 in debit card purchases. Total expenses for the month of June 2022 were \$47,160.22. Assessment collection percentages for 2019 are at 99.1%, 2020 are at 98.9% and 2021 are at 98%. Assessments for current 2022 are currently 92% collected.

Manager reported that there were five (5) in house payment plans and seven (7) payment plans at the attorney.

In addition, Board discussed possible investment strategy for the reserve funds. All planned reserve projects scheduled for current fiscal year have been completed. Manager and Treasurer can participate in zoom meeting with CIT Financial to see if this is something that Treasurer would be in favor of approving.

#### **Deed Restriction Committee Report**

D/R Summary –Matrix report shows 31 total letters were sent out in June. Twenty-four (24) courtesy letters, five (5) second letters and two (2) force mow letters were mailed out.

**Landscaping Committee Report** – Kristen Rosas reported that flowers will not be installed until fall. Angelia Bentley reported that the “Yard of the Month” was presented to an owner on Stoney River who was excited to receive the award.

**Architectural Review (ARC):** – Martha Buckner texted President Harris that there were three (3) ACC requests approved. Approvals were for (1) patio cover, one (1) roof, and one (1) gate replacement. One (1) request for ramp 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 passed around a letter that was drafted by Norah McClure at his request. The letter will be mailed to the owners of buildings at the Condo’s as well as photos that were taken of the “state” of the property. Board Members reviewed the letter and made a couple of corrections. All were in agreement that this letter should be sent to the owner and any entity that could assist in getting these issues resolved.

#### **Monument Signage**

Manager is still unable to contact the owner of Caststone Signs. Owner was in the hospital for multiple weeks and has not been able to work. Calls have been answered by the office and office staff has stated that owner will make contact with Manager but, to date, no responses have been received. Manager will reach out to other sign companies to see if they would provide a bid for the work.

#### **Security Cameras – Front Park**

Greg Gillis reported that he has two (2) cameras left that need to be installed at the front park and then a cable problem that he will need to “troubleshoot.” Once he knocks out the work at the front park, he will move to the back park and start installing the new cameras there.

#### **LED Light Conversion**

All lights have been converted to LED and are operational.

#### **Volleyball and Tennis Nets**

Nets have not been installed yet.

#### **July 4<sup>th</sup> Party**



Both Angelia Bentley and Kristen Rosas agreed that the July 4<sup>th</sup> party had a great turnout. Per Kristen, there were only a half dozen hot dogs left at the end of the party. All were in agreement that the turnout was really good. Kids were riding up too close to Firetruck and will need to be communicated to them next year to stay "behind the firetruck."

#### **Tree Trimming**

Project has not been completed.

#### **Replace Water Cooler – Pool**

Water fountain has been replaced per President Harris. Greg Gillis reported that it is leaking. When JAK comes out, G. Keller will have them check the water fountain leak.

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

At present, benches have been ordered but per Adrien at JAK Companies have not been received.

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

Two people have expressed interest in joining the Bylaws Committee.

#### **License Plate Readers – Flock Security**

No update. President Harris is going to attend the Spring Creek Forest Board meeting to see if they are interested in partnering on the cameras.

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

President Harris has not received a response from his contact yet.

#### **NEW BUSINESS**

Signs were discussed to replace the coroplast event signs that are currently being used to announce upcoming events. Manager obtained two bids. One is for double sided lettering on metal sign and the second was for double sided coroplast signs. Per Angelia Bentley, both type of signs fit in the metal holders and since coroplast signs are cheaper, she motioned that the bid for fifteen signs – representing five events to be advertised at three locations be purchased for \$724.95. The motion was seconded by Armando Perez. All were in favor and the motion carried.

#### **MEMBERS MEETING – OCTOBER**

Annual meeting of the members / election will be held on Saturday, October 15<sup>th</sup>, 2022 at the clubhouse. Members up for reelection are Greg Gillis, Armando Perez and Linda Clarke. President Harris inquired if all were going to run again. All members stated that they will run for reelection. Manager will prepare to get solicitation out next month.

#### **BUDGET - 2023**

President Harris brought up the 2023 budget. Manager will get information together for Treasurer in the upcoming months. Discussion regarding whether Association will need to increase assessment was held. Given cost of living has increase over 9% and Association can only increase a maximum of 3% per year, he inquired if the Board had thought about increase for 2023. A motion to approve a 3% increase in the assessments was made by Kristen Rosas; Armando Perez seconded the motion. All were in favor and the motion carried.

#### **Clubhouse Costs**

While discussing the budget, the cost of clubhouse rental was brought up. Currently, the Association is charging \$75 per event. Cost needs to be reevaluated as it has been \$75 for at least six years.

Treasurer, Linda Clarke asked for costs associated with clubhouse. Manager will get water and electric bills pulled for YTD 2022 and send to her for review.

It was also noted that no other rooms can currently be rented for a cost of \$75 per day.

#### **OPEN FORUM**

New homeowners in attendance inquired about ACC submittal and if it takes thirty (30) days to get an answer. Manager replied that some requests are approved quicker than others. His request is for skateboard ramp and is still "under review" at this time. He noted that he's been following the progress online.

#### **NEXT MEETING IS SCHEDULED FOR AUGUST 16, 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**

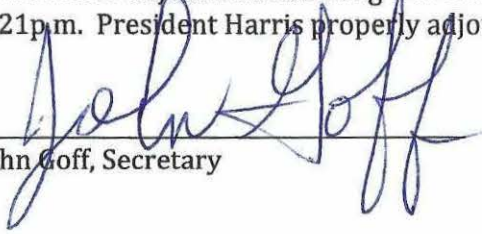
*Motion made to move into Executive Session at 9:01pm.*

#### **EXECUTIVE SESSION SUMMARY**

President Mike Harris and Director Armando Perez attended mediation for homeowner last week and they summarized the four hour mediation for the other members in attendance this evening.

#### **ADJOURN**

A motion to adjourn the meeting was made by Angelia Bentley; seconded by Angelia John Goff at 9:21p.m. President Harris properly adjourned the meeting at 9:21p.m.

  
John Goff, Secretary

  
Date

July 29, 2022