

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

**August 16, 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 August meeting was called to order at 7:04 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were Armando Perez and Kristen Rosas in person; Linda Clarke and Juli Cash were in attendance via zoom. Directors Ken Clark, John Goff, Angelia Bentley and Greg Gillis were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller, Deputy Ray Tomte via zoom 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 Armando Perez. The motion was seconded by Kristen Rosas. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from July 19, 2022 were approved by majority email vote on July 29, 2022.

**SECURITY REPORT**

Deputy Tomte was in attendance via zoom. He presented the stats for July 16 through August 14 as follows. Incidents reported were two (2) death investigations, BMV, criminal mischief, suspicious activity, telephone harassment, child custody matter, two incidents of theft, burglary of a residence (no forced entry), Also, it was noted that a license plate was stolen. Deputy Tomte suggested that residents should check their front and rear plates periodically.

Once again, a couple of groups of kids have gained access / entry to the front park after hours. On Friday, as the guards were vacating the pool, one of the kids held the main gate open as if to assist the last Homeowner leaving. They placed something in the gate to block the gate so the lock did not engage. A group of 10-12 kids went in and used the basketball court and playground equipment. Deputy Tomte observed the open gate and went into the park. Once he confirmed they were not Oakwood Glen residents he explained to them they were trespassing and asked them to leave. The same group was observed on surveillance cameras doing the same thing on Saturday. On Sunday, per Mike Harris another group of kids had gained access to the front park. He spoke to them and explained they were trespassing and asked them to leave. None of the kids who were trespassing lived in Oakwood Glen.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending July 31, 2022. Operating account had a total of \$476,541.64 of which \$83,488.60 was in the operating reserve fund. Reserve Fund account totals \$285,526.59 which is comprised of CIT Money Market and Woodforest Bank C.D. Total cash on hand is \$762,068.23. Checks written for the month totaled \$48,632.00 from operating account in expenses; \$3,527.99 expenses from the reserve account and \$295.56 in debit card purchases. Total expenses for the month of July 2022 were \$54,455.55. Assessment collection percentages for 2020 are at 99% and 2021 are at 98.3%. Assessments for current 2022 are currently 92.8% collected.

Manager reported that there were five (5) in house payment plans and six (6) payment plans at the attorney.

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

D/R Summary –Matrix report shows 54 total letters were sent out in July. Forty-eight (48) courtesy letters, three (3) second letters and one (1) force mow letters were mailed out.

**Landscaping Committee Report** – Kristen Rosas reported that flowers will not be installed until fall. Angelia Bentley was absent but “Yard of the Month” will be awarded for August.

**Architectural Review (ARC):** – Martha Buckner was working when texted. Upon review of the information, Manager found there were three (3) approved ACC’s in the past month; One (1) for windows, one (1) for a fence and one (1) for a ramp.

**2013 Review:** A revised “draft” of the 2013 financial review was submitted by Canady & Canady. Upon review of the revised draft, Treasurer, Linda Clarke agreed that this version of the financial review could be finalized by the CPA.

#### **Update on Contracts:**

Copy of HCSO contract for the term of October 1, 2022 through September 30, 2023 was dropped off at the Kingwood Office to Manager. Contract has been signed and returned (no later than August 22<sup>nd</sup>) to Yadira, who confirmed receipt of the agreement. Per President Harris, contract was less than we expected it to be. Expectations were that increase would be between 5.2% - 5.9% however after receiving agreement, increase was just less than 4%.

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

President Harris reported that to date, both Harris County Sheriff’s office and the Health Department have confirmed receipt of the “packet” that was sent to them referencing the issues at the Condo’s. No date to cure was requested when information was sent as purpose was to get the information to the proper entities and allow them to handle the matters that were addressed.

#### **Monument Signage**

Manager is still unable to contact the owner of Caststone Signs. With no response in the past six (6) months, Manager is going to reach out to another sign company and obtain a bid for the repairs.

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

Casey is going to install the volleyball net and tennis court nets will tomorrow.

#### **Ice Cream Social**

Kristen Rosas reported that the Ice Cream Social was not as busy as it typically is. She stated that due to the fact that people are “traveling” more this year and that the event was held just before the kids went back to school, they did not have as many in attendance.

#### **October Members Meeting**

Manager reported that Solicitation for Candidates will be mailed out on or around September 6<sup>th</sup>.

#### **Tree Trimming**

Project has been completed. Additional areas need attention.

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



Benches have been installed. Project completed.

**BY-LAW Committee**

Request for Bylaw Committee volunteers will be going out in the next couple of weeks.

**License Plate Readers – Flock Security**

President Harris attended the executive session of the Spring Creek Forest meeting last month. It seems that their Board is still interested in the cameras but not ready to make any purchases yet. It was reported that HCSO has received a one (1) year grant and will be installing twenty-five (25) cameras in District 1.

**AT&T Park Use**

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

**NEW BUSINESS**

**BUDGET - 2023**

Treasurer, Linda Clarke is still working on the budget. Manager is pulling together YTD 2022 to send over for her to review and insert numbers for 2023.

**Clubhouse Costs**

Information on cost for electric and water was provided to Treasurer. Rental costs will be reviewed and discussed for 2023.

**OPEN FORUM**

Question asked regarding 18-wheeler cab that's been on the street for several days.

**NEXT MEETING IS SCHEDULED FOR SEPTEMBER 20, 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 8:21pm.*


**EXECUTIVE SESSION SUMMARY**

Information discussed in executive session was regarding legal issues.

**ADJOURN**

A motion to adjourn the meeting was made by Kristen Rosas; seconded by Armando Perez at 8:28p.m. President Harris properly adjourned the meeting at 8:28p.m.

*for*   
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John Goff, Secretary

  
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Date