

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

**March 21, 2023**

**17902 Hawk Haven Lane – Spring, TX 77379**

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the March meeting was called to order at 7:07 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were Greg Gillis, Angelia Bentley and Armando Perez in person; Linda Clarke and Juli Cash were in attendance via zoom. Directors Ken Clark, Kristen Rosas and John Goff 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. There were no other matters to add to the agenda. A motion to approve the agenda as written 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 February 21, 2023 were approved via email vote on March 1, 2023.

**SECURITY REPORT**

Deputy Tomte was in attendance via zoom. He presented the stats for the period from February 19<sup>th</sup>, 2023 through March 20<sup>th</sup>, 2023. Incidents reported in the community during the period were as follows two (2) BMV, one (1) missing person, two (2) hit and run, two (2) family disturbances; one party was arrested, one (1) aggravated assault, one minor crash on Seven Pines and nine (9) citations were written. There were no additional questions asked of Deputy Tomte.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending February 28, 2023. Operating account had a total of \$626,480.61 of which \$90,761.44 was in the operating reserve fund. Reserve Fund account totals \$311,932.92 which is comprised of CIT Money Market account and Woodforest Bank C.D. Total cash on hand is \$938,413.53. Checks written for the month totaled \$33,652.06 from operating account in expenses, \$2,412.50 from the reserve account and zero in debit card purchases. Total expenses for the month of February 2023 were \$36,054.56. Assessment collection percentages for 2020 are at 99.3%, 2021 are at 99%, 2022 are at 95.1% collected and current year 2023 are at 78.3% collected to date.

Manager reported that there were twenty-two (22) payment plans being paid "in house." There are five (5) owners on payment plans at the attorney.

**INVESTMENT PLAN**

Manager proceeded with the investment of the reserve funds as per the vote in the February meeting. Monies were not invested until March and Manager will have the dollar amounts along with the banks where each of the CDARs were invested in board packet next month. In addition, President Mike Harris and Treasurer Linda Clarke made a trip to Woodforest Bank to withdraw the funds that were there. This money was deposited in the reserve fund MM. Updated balance sheet will be provided at next meeting.

**Deed Restriction Committee Report**

D/R Summary -was not included in the packet as Account Specialist did not perform inspection in February. Manager noted that there will be two inspections performed before the next meeting to

make up for the missed inspection. Manager is going to try to ride with new Account Specialist to provide with expectations of what compliance issues need to be addressed.

**ACC Requests:** Martha Buckner was not in attendance. Manager printed the report of two (2) ACC requests that were submitted since the last meeting. Request to remove a tree was submitted and approved. Request to replace a damaged mailbox was submitted and also approved.

**Landscaping Committee Report** – Angelia Bentley reported that the “Yard of the Month” program will begin in April. The first yard will be selected close to the end of the month. Program will run from March to September. In addition, Manager stated that spring flowers should be planted soon.

**Update on Contracts:**

Insurance is due in April – to date Greenwood has submitted the quote for D&O (Director and Officer) insurance; price for 2023 is \$3900. This is within the budgeted number.

Landscaping – Absolute Groundscape submitted updated quote to continue maintaining the common area. Prior cost was \$2252.25 per month; new bid is \$2339.75 per month for a total increase of \$87.50 per month / \$1050 per year. Armando Perez motioned to accept the bid to continue with Absolute Groundscape. The motion was seconded by Greg Gillis. All were in favor and the motion carried.

Pool Contract – FAST Pools submitted the 2023 contract / agreement for pool management, maintenance and lifeguards for 2023 at an annual cost of \$36,336 for period from April 1<sup>st</sup>, 2023 to March 31, 2024. Greg Gillis made a motion to accept the contract. The motion was seconded by Armando Perez. All were in favor and the motion carried.

**Trash Issues at Front – Exxon /Condo's**

President Harris has been in communication with the Liaison from Commissioner Ramsey's office about the possibility of their assisting the Association with the Condo's. As per Scott J. from the Harris County Health Department, the condos have “cleaned up” enough from the original inspection that they do not meet the criteria for the Health Department to cite them for any of the original violations. Additional issues have developed and a second inspection has been requested. The loose litter is going to be a problem. Current litter laws focus on the individual creating the litter. HCHD is working to find a way to make cleaning up the litter the responsibility of the property owner.

The Exxon is still in violation by having the wrecked, inoperable vehicle around the back. Per Scott, if they do not have that moved by the time their operational /occupational permit is up for renewal, their permit will not be renewed.

**Monument sign at front park**

Manager spoke to Ralph at 4D Signworx and was told that the sign at the pool will be installed within the next three weeks. He offered to install a “temporary sign” but Association has been waiting to have the new sign installed for over a year; no temporary signage is needed.

**BY-LAW Committee**

Topic is tabled until April or May.

**License Plate Readers**

Per President Harris he has confirmed that Commissioner Ramsey's Law Enforcement Liaison and a representative from the Sheriff Dept will be attendees at the Town Hall meeting. At present there is

no confirmation that Flock will have anyone in attendance. In addition, Precinct 3 would like to set up a table with information about their services. President Harris agreed to allow them to do so.

### **Notice of Special Meeting**

Manager prepared the notice of Special meeting for Board to review, which was revised by President and the board. Upon board approval, the notice was emailed to legal to get them to "bless" the notice as well as to confirm the date (earliest) that notice can be sent out for a "Special meeting."

### **Playground Repairs**

All repairs have been completed at both playgrounds. Before and after photos showing what all was completed are in the packet and will be added to the portal.

### **Update on Small Claims**

Manager is trying to find out the procedure for submitting the Association's claim in small claims court. As soon as additional information is available, the board will be notified.

### **Dangerous Dog Affidavit**

President Harris provided an update on what the judge ruled regarding the dangerous dog affidavit. The dogs were ruled to be "dangerous" and the owners must build a special cage to keep them secure; homeowners must also get additional insurance that will cover the "dangerous dogs."

### **CLEAN UP – Back Park Area**

John Goff and Armando Perez were going to look at the area over by the soccer fields and try to determine what needed to be "cleaned up." John Goff has been on vacation and the members did not have the opportunity to walk the area and make recommendations to the board. Armando Perez stated he would look at the area and get with John once he returned from vacation.

### **Annual Community Events**

Angelia Bentley suggested that this year the "Ice Cream Social" not be held. Since COVID, the last two years, there have not been as many attendees at the event. In addition, the event normally occurs just prior to school beginning; many people are on vacation. Events are as follows:

Pool Party –	May 20 <sup>th</sup> , 2023
July 4 <sup>th</sup> Parade -	July 4 <sup>th</sup> , 2023
Neighbors Night Out -	October 14 <sup>th</sup> , 2023
Annual Meeting	October 21 <sup>st</sup> , 2023
Christmas Party	December 2 <sup>nd</sup> , 2023

### **Dogs at Front Park**

Greg Gillis noticed a post on Facebook about people utilizing the front park as a "dog park" where they are bringing their dogs and allowing them to roam loose. None of the dog owners appear to have any "doggie bags" to pick up the waste either. Suggestion was made about possibly checking the key fobs that entered the park on that day. Additionally, one member suggested signage "keep your dog on a leash" be placed at the front park if this continues.

### **Legal:**

None

### **OPEN FORUM**

None

**NEXT MEETING IS SCHEDULED FOR APRIL 18<sup>TH</sup>, 2023**

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

**MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION**

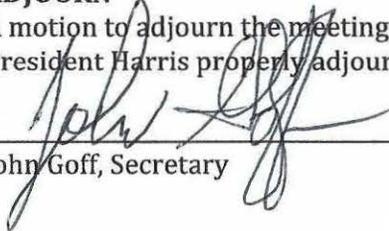
*Motion made to move into Executive Session at 8:40pm.*

**EXECUTIVE SESSION SUMMARY**

Manager updated Board on two (2) owners that paid just prior to foreclosure.

**ADJOURN**

A motion to adjourn the meeting was made by Greg Gillis; seconded by Armando Perez at 8:37p.m.  
President Harris properly adjourned the meeting at 8:38 p.m.

  
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John Goff, Secretary

March 31, 2023  
Date