

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

April 18, 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 April meeting was called to order at 7:04 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were John Goff, Angelia Bentley and Armando Perez in person; Greg Gillis and Juli Cash were in attendance via zoom. Directors Ken Clark, Kristen Rosas and Linda Clarke 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 posted 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 March 21, 2023 meeting were approved via email on March 31, 2023.
2. President Harris approved an emergency removal of a fallen tree on March 31, 2023 at the back park.

SECURITY REPORT

Deputy Tomte was not in attendance via zoom and no email had been submitted to Director Goff containing the stats. Manager included "beat report" from Sergeant Angstadt for March 2023 in the board packet. Report contained incidents in Oakwood Glen, responded to by Deputy Tomte of one (1) accident, two (2) family disturbances, one (1) domestic disturbance, one (1) drive-by shooting, one (1) welfare check and four (4) traffic stops. In addition, there were thirteen (13) calls to "meet the citizen" reported.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Report for the month ending March 31, 2023. Operating account had a total of \$652,971.41 of which \$91,795.69 was in the operating reserve fund. Reserve Fund account total \$307,417.71 which is comprised of CIT Money Market account and CIT CDARs. Total cash on hand is \$960,389.12. Checks written for the month totaled \$24,476.42 from operating account in expenses, \$9,780.00 from the reserve account and zero in debit card purchases. Total expenses for the month of March 2023 were \$34,256.42. Assessment collection percentages for 2020 are at 99.4%, 2021 are at 99%, 2022 are at 95.8% collected and current year 2023 are at 85.1% collected to date.

Manager reported that there were eighteen (18) payment plans being paid "in house." There are five (5) owners on payment plans at the attorney. Several owners who requested payment plans have elected to make payment in full in lieu of making payments.

INVESTMENT PLAN

As per board approval CDAR investments were made in March totaling \$389,000. CDARs purchased in the amount of \$129,666.67 each will reach their terms on 6/8/23, 9/7/23 and 3/4/24.

Deed Restriction Committee Report

D/R Summary for second inspection performed in April showed that fifty (50) letters were mailed out as follows: twenty-seven (27) courtesy letters, twenty-five (25) second letters, one (1) certified letter (Christmas décor) and one (1) force mow notice.

ACC Requests: Manager reported that ACC had received one (1) submission in the past month for a roof, which was approved.

Landscaping Committee Report – Angelia Bentley reported that the “Yard of the Month” program will begin in May. She reviewed when the program began last year; the first YOM was awarded in April and last yard was awarded in September. In addition, Mike Harris noted that he contacted Casey and requested spring flowers be planted at the entrance. Manager noted that the board had agreed to wait an additional month to install spring flowers, due to the freeze in February.

Update on Contracts:

Insurance renews in April – Manager docu-signed the forms for the insurance renewal as the D&O provider was late in getting the quote out. Insurance cost was “under” the amount budgeted for 2023.

Alarm Permit has been renewed. Copy of permit was sent to President Harris, who posted the same on the wall.

On Guard – pool phone is typically paid annually; Manager will make sure this was paid.

Fort Knox / Alert 360 – Per agenda, this expense is renewed annually. When Fort Knox was bought out by Alert 360, notice was provided that the account would be paid on a “month to month” basis.

Trash Issues at Front – Exxon /Condo’s

President Harris stated that the owner must have received a recent notice regarding the landscaping as the property was just recently mowed. In addition, President Harris had contacted the Fire Marshall to see if a property inspection was required after the Fire Department had been called out. He has not received a response yet. At present, this issue is not closed; Association is still trying to get the property cleaned up.

Pool Marque Sign

Pool sign has been replaced by 4D Signworx. Per several board members, the new sign looks good. Manager replied that she was waiting for the board to look at the sign and approve the work before releasing final payment to vendor.

BY-LAW Committee

Topic is tabled until Legislative Session is over.

Town Hall Meeting

A Town Hall meeting was held on Saturday, April 15th where both Deputy Tomte and Nick Radack, Law enforcement liaison from Commissioner Ramsey’s office were in attendance to answer any questions that the homeowners had about the Flock camera system. The clubhouse was full of homeowners with a variety of questions about the cameras. A ballot box was included beside the sign-in sheet for owners to drop their ballots.

Update on Small Claims Court

Manager has had a difficult time trying to establish what must be done in order to begin the process of filing a claim against the owner of the vehicle that hit the monument sign. She has made contact several times but has not had a return call from the courthouse. Due to the fact that the incident occurred in Oakwood Glen, claim must be filed at Cypresswood location. Manager stated she will

attempt to discuss the matter with legal counsel to see if they can assist in how to proceed with filing the claim.

Notice of Special Meeting

Notice of special meeting and proxy were mailed out between meetings. All homeowners should have received both the notice and ballot. Manager reminded owners in attendance at Town Hall of the importance of filling out and submitting the ballot. Quorum for the first Special Meeting is 60% of the owners which totals 542. If quorum is not met, the Association can call for a second meeting, only. If a second Special Meeting is necessary, quorum would be 271. If quorum is not achieved at either meeting, then the Association cannot hold any additional meetings for this issue.

Back Park Area

While the landscapers were performing the "emergency" tree removal, one of the owners who lives in front of the back park alerted President Harris to two (2) trees that were leaning over into her yard. Since the Association has been notified and if the trees were to fall, it could cause damage or injury, a bid was obtained to remove the trees. Absolute Groundscape submitted a bid to remove the two trees for a cost of \$3,000. A motion to accept the bid was made by Armando Perez; Angelia Bentley seconded the motion. All were in favor and the motion carried.

In addition, President Harris inquired if Directors John Goff and Armando Perez had the opportunity to look at the area surrounding the soccer field and assess what trees and debris needed to be removed. Director Perez stated that there is quite a bit of dead brush and debris (tires and batteries) along the field. The two have not yet walked the area together. President Harris suggested that They focus on cleaning the west property line and the debris. The rest of the property line might be a project for next year since the Association has spent quite a bit of money on the removal of trees this year.

NEW BUSINESS

Pool Party

Angelia Bentley reported that she has everything ready for the pool party. She has placed an order with Spring Creek Party Rentals for the water slide, a generator, a hose and snow cone machine. She said that she would need some "help" carrying the ice for the snow cones. Armando Perez offered to assist with this.

Picnic Tables

At last month's meeting, Manager had alerted the board members that while Matt with JAK was making the playground repairs, he noticed that there were several benches and picnic tables that needed to be either repaired or replaced. Bid to replace was submitted by JAK but was expensive and was for metal tables. Mike Harris requested a bid to refurbish the picnic tables from Casey Clark at Absolute Groundscape. Bid to "replace" wood on all seven (7) tables and benches with treated lumber, paint frames and stain the wood was included in the packet. Cost of \$400 per table for a total cost of \$2800. Angelia Bentley motioned to accept the bid. The motion was seconded by John Goff. All were in favor and the motion carried.

Legal:

None

OPEN FORUM

None

NEXT MEETING IS SCHEDULED FOR MAY 16, 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

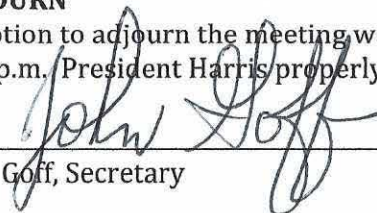
No business to discuss in Executive Session.

EXECUTIVE SESSION SUMMARY

There was no business to discuss in executive session.

ADJOURN

A motion to adjourn the meeting was made by Angelia Bentley; seconded by Armando Perez at 7:55p.m. President Harris properly adjourned the meeting at 7:55 p.m.



John Goff, Secretary

4/25/2023
Date