

Oakwood Glen Homeowners Association

Board of Directors Meeting

February 16th, 2016

The meeting of the Board of Directors of Oakwood Glen Homeowners Association was held on February 16th, 2016, at 7:00 p.m. at 17902 Hawn Haven Lane at the community clubhouse.

In Attendance:

Board members in attendance were, Mike Harris, Mike Martini, Jack Eannarelli, Ken Clark, Linda Clarke, Patty Inzana and John Goff. Management in attendance was Rebecca McCleary and Lindi Almendarez.

Call to Order:

Due notice of the meeting had been given and a quorum was present, the meeting was called to order at 7:08 p.m.

Homeowners in Attendance:

There were three homeowners in attendance.

Approval of the Minutes:

Minutes for the January 19, 2016 Board Meeting were approved by majority via email and publicly posted on oakwoodglen.net on January 24, 2016. The vote was eight Directors in favor, one abstained.

Action Between Meetings:

- The Board voted unanimously via email vote to accept payment plans for two homeowners on the following dates: January 24th and January 27th.
- The Board voted unanimously via email vote on January 24th, 2016 to accept the bid from Donald Electric for Phase I & II on the front park project for a total price of \$7,925. The project scope and details have been posted in previous Minutes.
- The Board voted by majority vote via email on January 31st, 2016 to give the President of the Association the authority to enter into a Contract Deputy Share Pact with the Harris County Sheriff Department and the Spring Creek Forrest HOA. Each Association will maintain their current contract with HCSD for one Deputy. Both deputies will patrol both subdivisions and their schedules will be set to prevent duplication of hours, for the most part, effectively doubling the hours of patrol at no additional cost to the Association. The vote was 7 in favor, 1 opposed and 1 abstained.
- The scope for Phase I of the front park project assumed that the irrigation piping outside of the park fence would be relatively intact so replacement of this portion of the line was not included in the original bid. When the line was located at the fence and the contractor applied water pressure to the line it was determined the line was leaking in multiple locations. A discussion followed regarding the practicality of spending funds repairing a 30 + year old pipe versus taking advantage of replacing the remainder of the line with new pipe while the contractor was on site. A price of \$800 was quoted by the contractor to dig the additional 90 foot of trench and install the pipe. Directors, Mike

Harris, Jack Eannarelli, John Goff, Linda Clarke, Ken Clark, Greg Gillis and Jill Colbert all agreed to treat this as an emergency expenditure and to authorize the contractor to complete the irrigation line while he was on site.

Security Report:

- Deputy Tomte was not present to give a report.
- Security Committee – Still waiting to hear back on when we are getting a radar sign and where to place it so that they can collect data regarding traffic concerns within the community.
- The Contract Deputy Share Pact was entered into with the Harris County Sheriff Department and the Spring Creek Forrest HOA.

Open Forum:

Homeowner's discussed community concerns.

Old Business:

Deed Restrictions Committee Report:

- Continued discussion on deed restriction policy. Jack Eannarelli stated that he will be joining APM while conducting a drive through of the community this month.

Architectural Control Committee Report:

- No update was given at this time.

Communications Committee Report:

- Continued discussion on improving lines of communication

Landscaping Committee Report:

- APM will request a bid from Absolute Groundscape to add a solenoid valve and controller to the new irrigation system that was put in at the front park area.

Contracts coming up for renewal over next 3 months:

- Action Property Management 03/31/2016 - pending
- Texas Aquatics and Pool Services - 04/01/2016 – Three bids were reviewed. The board decided to keep Texas Aquatics which is their current vendor and renew their proposal. A motion was made by Earl Eannarelli and seconded by ken Clark. All agreed unanimously.
- Greenwood Insurance - 04/15/2016 – pending
- Northwest Pest Control Mosquito Fogging Agreement – John Goff motioned to sign the agreement and Linda Clarke seconded. All agreed unanimously.

Combined project in front park: ADT repairs, Irrigation system and additional security lighting is completed for phase I and II. Bids for phase III and IV will be discussed in new business.

Storage Shed Repairs: Coastal GA completed the repairs.

Swing set – APM will get updated bids.

Audit – Linda Clarke presented handout draft that the CPA sent and the final will be sent soon. There doesn't seem to any issues with the association's financials. A motion was made by Ken Clark to have Canady & Canady P.C. to file Oakwood Glen Association IRS 2015 Form 990 for the amount \$565.00 and John Goff seconded. All agreed unanimously.

Apartment trash can litter issue looks to be addressed as the appearance looks better.

The CAI class is full for this Saturday which gives Board of Directors training of HOA business at the associations clubhouse.

New Business:

- Pool Replaster - Bids by Texas Aquatics & Pool Service, Lone Star Pool & Lake Management and Sandcastle Dream Pool were reviewed for re-plastering the pool. Texas Aquatics submitted an additional bid to replace the drains in the amount of \$2,500.00 while the pool was emptied. John Goff motioned to accept Texas Aquatics & Pool Service bids and Ken Clark seconded the motion. All agreed unanimously.
- Security Lights - Three of the security lights at the pool were out as well as a few in the back park area. Donald Electric will need a lift to replace all of the bulbs in the community that are out. It was an emergency expense to authorize. Linda Clarke made a motion to sign the check at the meeting in the amount of \$1,366.50 and John Goff seconded. All agreed unanimously.
- Phase III a IV with additions by adding an extra security camera and a key fob on the tennis court gate will be added in the bids for the next stages of the front park project.
- Tennis Court Recoat – pending and awaiting bids at this time
- Discussion Community Outreach Program – Mike Harris gave an update as there was a lot of discussion on Facebook about having one day a month to allow seniors to us the clubhouse for games, fun and a great outing.
- Legal – the Board of Directors will review accounts in executive session.

The Board of Directors recessed into executive meeting at 8:27 pm. During executive session, three payment plans were accepted and one denied. There was also a filed lawsuit to foreclose on a property that was approved and signed. The regular meeting was reconvened at 8:51 pm.

Linda Clarke made a motion to waive accounts with a balance of \$10.00 or less. Ken Clark seconded the motion and all agreed unanimously.

March 15, 2016, APM will send out Texas Property Code 209 letters for all delinquent accounts.

Adjournment:

Being no further business to come before the Board of Directors, Linda Clarke motion to adjourn the regular meeting and seconded by Ken Clarke second at 8:52 pm.


Respectfully submitted,

Mike Harris, President

Oakwood Glen Homeowners Association