

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

**June 18, 2024**

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

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the June meeting was called to order at 7:16 pm by President Mike Harris in person and via phone as zoom was not working. Other Board members in attendance were John Goff, Angelia Bentley, Juli Cash, and Armando Perez in person. Directors Greg Gillis, Linda Clarke, Gary Loverich and Charles Paschal attended via telephone. Also in attendance via phone was Sterling Association Services Inc. representative Gina Keller and homeowners attended in person, as per 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 items to add to the agenda. A motion to accept the agenda as written was made by Armando Perez; Charles Paschel seconded the motion. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from May 21, 2024 were approved by email vote on May 26, 2024.
2. On May 28<sup>th</sup>, 2024, President Mike Harris directed Absolute Groundscape to remove a tree that had fallen on the playground equipment in the back park.

**SECURITY REPORT**

Jonathan Rodriguez, contract deputy for Oakwood Glen was in attendance via zoom / phone. Stats were emailed to Manager by Sgt. Angstadt and President Harris reported as follows: 133 total contacts, 98 contract checks were performed, six (6) checks of park, two (2) meet the citizen, one (1) open door / window, eleven (11) traffic initiatives and ten (10) traffic stops, four (4) vacation watches and one (1) abandoned vehicle. Officer Rodriguez reported that he is currently handling a matter that cannot be discussed as he is awaiting notice of whether the DA will take the charges. He believes he will be able to discuss this matter with the board in a couple of months.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month's ending May 31, 2024. Operating account had a total of \$571,760.08 of which \$102,023.49 was in the operating reserve fund and money market account. Reserve Fund account total \$319,732.96 which is comprised of CIT Money Market account and CIT CDARs. Total cash on hand is \$891,493.04. Checks written for the month totaled \$69,617.92 from operating account and debit card purchases in the amount of \$56.98. Total expenses for the month of May 2024 were \$69,674.90. Assessment collection percentages for 2021 are at 99%, 2022 are at 98.3%, 2023 are at 96.6% collected, current year 2024 is 89.6% collected to date. At present there are currently eighteen (18) owners who are on in-house payment plans, five (5) owners that payment in full, and two (2) owners are currently on payment plans at the attorney's office.

**Deed Restriction Committee Report**

Manager reported one hundred, ninety two (192) total violations during inspection performed between May - June meetings. Eighty-eight (88) courtesy letters, forty-eight (48) second letters, thirty-six (36) fine certified letters and eighteen (18) force mow letters were mailed out. Manager will obtain a list of force mows to see if these still require action. Sterling ASI received communication back from twelve (12) owners regarding their compliance letter.

**ACC Requests:** Manager reported two (2) ACC request submitted during the past month one (1) for fence on Ten Curves. Request was approved by the ACC. Second ACC was just sent to Committee



yesterday and is still pending. This is also for a roof.

#### **Landscaping Update**

Angelia Bentley reported that "Yard of the Month" in May was awarded to an owner on Falling Waters. Manager reported that summer flowers and mulch had been installed.

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

President Harris reminded the board that the Harris County Sheriff Office had changed their fiscal year to October 1<sup>st</sup> - September 1<sup>st</sup> and Association has received the contract to be signed for the upcoming fiscal year. The County Attorney has requested contract be executed and returned by mid-July if Association chooses to continue the agreement. The contract has increased from \$81,480 to \$86,870 which is approximately a 5% increase. Mike Harris reported that the increase was in line with what was anticipated when we drew up the current budget. A motion to accept the contract was made by Juli Cash; motion was seconded by Armando Perez. All were in favor and the motion carried.

#### **Trash Issues at Front - Condo's**

President Harris has not received any update on the issues at the condo's and inquired if Manager had heard from or received an update from the Health Department. Last communication received was in May when she was instructed that they were going to file charges against the owner of the condos. They had not been able to find the owner so they were going to place notice in the paper as is acceptable if contact cannot be made. Manager will check with the Health Department as to where this is in the process. Juli Cash reported that there is a mattress at the Exxon Station by the dumpster. She stated that it was originally at a property on the first street but has "migrated" to the Exxon station by the dumpster.

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

Manager advised Holt Tollett partner, Luke Tollett that Board authorized revision of the bylaws. He is currently preparing the document for the board to review and make any changes to.

#### **Marquee Lighting**

President Harris has not had the opportunity to speak to anyone from CenterPoint about having electric run to the monument sign.

#### **Fence Repair Issue**

Casey with Absolute Groundscape has a small section of the fence that requires completion. Per President Harris, Casey returned the signs as powder coating did not meet his expectations and requested they refinish the signs. Once signs are completed, remainder of fence will be replaced with sign installed in the fence.

#### **Pool Party Update**

Angelia Bentley reported that she thought they had a great turnout. There were approximately 150 snow cones passed out and they ran out of syrup. In addition, she added that next year she will order a water slide that moves more water.

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

President Harris inquired as to whether everything was ready for the July 4<sup>th</sup> party. On his and Director Goff's part, Officer Rodriguez will attend to "lead the parade" and firetruck was also requested and will be present. Angelia Bentley reported that this year they will not be installing the flags along the street where parade is held as this is a time consuming and tedious job for just a



couple of people. She has almost everything else ordered except for the hotdogs and buns, which she will get right before the event. They will decorate the clubhouse on July 3<sup>rd</sup> for the event. Volunteers are always needed. Both Armando Perez and Gary Loverich offered to assist. Juli Cash reported that she spoke to Tim Hanes about getting some Scouts to perform the flag ceremony since she no longer has a scout at home.

#### **Discussion about Speed Limit Revision**

President Harris inquired if the board was interested in following up to reduce speed limit in Oakwood Glen to 20MPH. Board stated that they did not feel as though the owners in attendance in the prior month were interested. This takes a majority of the community to sign a petition to approve the request. A suggestion was made that it be posted on Facebook and if someone wants to take on the project this might be a way to get assistance. Most of the board agreed it was unlikely that they would be able to obtain enough signatures to get this accomplished.

#### **New Business**

##### **Unapproved Party at Pool**

President Harris advised that last week a party of approximately fifteen (15) kids and one adult attended the pool with a cake and balloons for a birthday party at the pool. He suggested that the Association might want to come up with a written policy about parties at the pool. Manager noted that this would be between the pool company and Kandise of F.A.S.T. Pools to address. The individual who let the kids into the pool told Mike Harris that "all of the kids lived in the Oakwood Glen subdivision." If this was the case, each should have come with their key fob. Per Greg Gillis the rules that are on the website state that each household is permitted to bring "up to two guests per house." While discussing this, there were some other rules that may need to be revised as per Texas State Legislation for pools. Manager will get this information for next meeting.

##### **Vinyl Trim at Pool Pavilion**

After one of the storms, President Harris noticed that some of the vinyl flashing on the pavilion had been torn and was hanging over the baby pool. He requested that Manager have JAK send someone out to tack this back up temporarily. This was done. In the packet was a bid to replace the vinyl flashing that had been damaged as well as paint the remainder, same color for a cost of \$600. A motion to accept the bid was made by Angelia Bentley; motion as seconded by Juli Cash. All were in favor and the motion carried.

##### **Playground Damage - Back Park**

As was addressed at the beginning of the meeting, a large oak tree fell on the playground equipment. Casey was designated to remove and haul off the tree debris. Manager contacted insurance company who advised that this would be covered under "wind damage" in insurance. Per the adjuster assigned, who met Mike Harris at the park, this was something "new" to him and he was unsure how to handle. He stated that once Association had bids / advise from contractors regarding this matter, he would see how the insurance company wanted to handle the claim. Per Greg Gillis, the playground was installed in 2013 by McKenna Construction. Manager had JAK come out and assess the damage as well as install a temporary fence around the playground to "deter" the kids from using it. Per JAK Companies, if they can even get the parts, Adrien does not feel that they will be able to repair the playground in a manner that is acceptable. He provided several bids for new playground equipment, which were included in the packet. Also, manager asked that Michael from McKenna Construction come out and provide his assessment and bid to send to insurance company as they are the only contractor in the greater Houston area that works with the company that provided the original equipment. Added bids will likely be required as cost could be over \$50K.



**Tree Fell on Chain-link Fence**

In addition, to the flashing and the playground equipment, a tree fell on a portion of the recently replaced chain link fence up front. Owner of the tree removed the tree debris. President Harris stated that Casey would need to straighten out the railing but otherwise there was no significant damage.

**Legal Authorizations**

Account #21805017 was presented for Authorization to proceed with lawsuit. Manager explained that this owner has been at legal since 2016 but did stop a prior foreclosure and get on a payment plan. No payment has been received by the law firm since February 2024. Paralegal has sent both emails and letter to the owner advising of the default and what the next step would be for the Association. No communication has been received from owner to date. A motion to proceed with action was made by Armando Perez; Angelia Bentley seconded the motion. All were in favor and the motion carried.

**Mosquito Control**

Juli Cash reported that per last months' minutes, Cypress Creek Pest Control was supposed to be spraying the community twice per week from May through June. She stated that she has seen no evidence of this and the mosquitos are getting really bad and also very large. Manager will contact the company to make sure that they are spraying. Angelia Bentley motioned to have the additional sprays continue through July. Motion was seconded by Juli Cash. All were in favor and the motion carried.

**OPEN FORUM**

None.

**NEXT MEETING IS SCHEDULED FOR JULY 16, 2024**

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

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

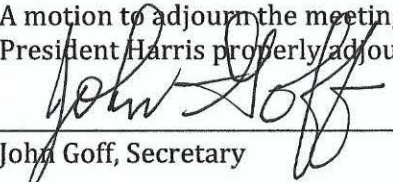
Motion was made to move into executive session at 9:11PM. There were not matters / issues to discuss in executive session.

**EXECUTIVE SESSION SUMMARY**

No executive session was held.

**ADJOURN**

A motion to adjourn the meeting was made by Gary Loverich and seconded by John Goff at 9:11p.m. President Harris properly adjourned the meeting at 9:11 p.m.

  
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John Goff, Secretary

6-26-2024  
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Date