

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

**August 20, 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 August meeting was called to order at 7:09 pm by President Mike Harris in person and via zoom. Other Board members in attendance were Angelia Bentley and Armando Perez in person. Directors Greg Gillis, Gary Loverich, Charles Paschal and John Goff attended via zoom and Linda Clarke attended via telephone. Director Juli Cash was not in attendance. Also in attendance 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. President Harris noted that an email had been received from Providence School regarding their proposed evacuation plan and this needed to be added, also, bids for replacement of clubhouse roof needed to be added. A motion to accept the agenda with the additions was made by Angelia Bentley; Armando Perez seconded the motion. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from July 16, 2024 were approved by email vote on July 26, 2024.

**SECURITY REPORT**

Jonathan Rodriguez, contract deputy for Oakwood Glen was not in attendance. Stats were emailed to Manager by Sgt. Angstadt just prior to the meeting and were reported as follows by Manager: 47 contract checks were performed, one (1) disturbance – other, two (2) meet the citizens, three (3) sex offender verifications, one (1) special assignment, and two (2) abandoned vehicles.

**OLD BUSINESS**

**Treasurer's Report** - Manager, Gina Keller presented the Treasurer's Report for the month ending July 31<sup>st</sup>, 2024. Operating account had a total of \$492,157.87 of which \$103,382.98 was in the operating reserve fund and money market account. Reserve Fund account total \$326,661.13 which is comprised of CIT Money Market account and CIT CDARs. Total cash on hand is \$818,819.00. Checks written for the month totaled \$54,451.57 from operating account and debit card purchases in the amount of \$508.09. Total expenses for the month of July 2024 were \$54,959.66. Assessment collection percentages for 2021 are at 99%, 2022 are at 98.3%, 2023 are at 96.7% collected, current year 2024 is 91.2% collected to date. At present there are currently eight (8) owners who are on in-house payment plans, three (3) owners are currently on payment plans at the attorney's office.

**Deed Restriction Committee Report**

Manager reported that inspector was out in the community but at the request of ownership and manager notes were to be made but no letters were to be sent out until storm debris is picked up. Regular inspections will begin again in September; only homes with storm damage will not be written up. Any homes that still have storm damage around October 15 owners will be contacted to see if the problem is insurance, funds or what the problem is in getting the damage cured.

**ACC Requests:** Manager reported only four (4) ACC request submitted during the past month as follows – River Mill – windows and roof, Seven Pines – driveway, Seven Pines – windows and Phibes Trail – fence. All ACC's were approved.

**Landscaping Update**

Angelia Bentley reported that "Yard of the Month" was not awarded in July due to Hurricane Beryl



but she would be awarding in August. Yards are looking much better now.

### **Evictions**

President Harris contacted Nick with Precinct 3 – Commissioner Ramsey's office regarding the multiple evictions that have occurred in Oakwood Glen this past year and the fact that the Constables are allowing the contents of the home to be strung all over the yard; also as per the law, they must leave contents out for prior tenants to come back and remove for seven days. He suggested that the owners should be placing these items in a dumpster to prohibit the "eyesore" in the neighborhood as well as other owners "picking through" the items. He inquired if it might be possible to send his email to the JP Courts and possibly have them require a dumpster so Oakwood Glen did not have to clean up the debris at costs of up to \$2000 - \$3000 and/or allow the contents to be in the yard for that period of time. Nick Raddick responded that he had forwarded President Harris' email to both JP Courts.

### **Update on Contracts:**

President Harris stated that no contracts are up for renewal at this time.

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

President Harris stated that we needed to start taking photos again of the condo's as the tenant that was selling appliances seems to have started doing so again. Angelia Bentley noted that she had gone by recently and there were none, however President Harris believes the owner actually has more and is just "hiding them" behind his vehicles.

### **BY-LAW – Amended and Restated**

Amended and Revised Bylaws have been completed and all members were given one (1) month to review for any changes, corrections, etc. The only issue that President Harris noticed was not in the restated and amended bylaws was the language regarding "declining quorum." Manager contacted Navin at Holt Tollett and he has added this information in the document. President Harris stated that for two (2) years there was an "ongoing" bylaw committee and if there were no objections to the current bylaws, he would request a motion to accept the revised bylaws. A motion was made by Angelia Bentley. Charles Paschal seconded the motion. All were in favor and the motion carried. Once signed, notarized and electronically filed, the new amended/restated bylaws will replace the current ones. Manager will remove old bylaws at that time from the portal and send to Greg Gillis to do the same on the website.

### **Fence Repair Issue**

Casey with Absolute Groundscape has received the sign and will be installing that along with the remainder of the fence when he has time.

### **Playground Equipment**

Playground equipment was received and installed earlier than we had anticipated. Per President Harris the only thing that seems to be missing is one of the yellow "toppers." Manager contacted McKenna Construction and was told that "they missed this during the inspection but have ordered the second topper" and this would be purchased and installed at "no cost" to the Association.

### **Vinyl Trim Replacement - Pool**

Manager stated that JAK had completed the installation of the vinyl trim at the pavilion at the pool.

### **Chain Link Fence - Repair**

Casey will get to the chain link fence once he is "caught up" from storm damages. This has not been



completed yet.

#### **Meter Pole – Clubhouse**

Robert with Donald's Electric was supposed to come out but he got sick. He is expected to complete this within the next two weeks.

#### **Call for Candidates**

Members up for reelection, if they choose are Mike Harris, John Goff and Juli Cash. Both Mike and John are going to run again for election. Gina will get with Juli Cash to see if she would like to remain on the upcoming ballot for election.

#### **Arborist**

Manager contacted independent arborist who said for his "travel time" and first hour of inspection of trees cost would be \$300. Per Board there are quite a few trees that need to be evaluated and cost could end up being quite substantial. Manager works with Jose of Texas Elite Trees, who has upcoming work in Spring and suggested that he might be able to get with Gary and look at the trees to assess those when he's out in Spring. She will contact him and see when he might be able to get to this.

#### **New Business**

##### **2025 Assessments**

Budget information has been provided to Treasurer, Linda Clarke by Manager. Per documents, the Association may only increase assessments in any given year by 3%. As per the CPI put out by the government, CPI increase was 3.9% overall. Greg Gillis stated that years ago when he was on the board with others that were opposed to increase, the Association was falling short in several of those years. Armando Perez motioned that the Association increase the assessments by 3% for 2025. The motion was seconded by Angelia Bentley. This will come out to \$15.65 per year; all were in favor and the motion carried.

##### **Reserve Study – Update**

Association has been performing an updated reserve study every three (3) years for the past eight (8) years and last study was performed in 2021. Manager has just gotten another reserve study approved and was told that inspection of the property would likely not be done until early November. Gary Loverich motioned to approve the study. The motion was seconded by Angelia Bentley. All were in favor and the motion carried. Reserve Advisors who has performed all other studies, will be contacted.

##### **Providence School – Request**

Manager received an email from the Providence School which is located on Stuebner Airline Road and backs up to the north Oakwood Glen boundary line. They requested they be permitted to clear a trail between the two properties to use in their proposed "evacuation plan" if needed. Board discussed the matter and stated that conditionally they would approve as long as the lock on the gate remained "locked" unless there was a reason for the children to evacuate the building. Motion was made by Angelia Bentley; Charles Paschal seconded the motion. All were in favor and the motion carried.

##### **Clubhouse Roof**

After issues were discovered with the roof last month, manager obtained three bids for replacement

of roof. Those were from JAK Companies, 4Star Roofing and Hynes Roofing. Bids were reviewed and discussed. A motion to accept the bid from 4Star Roofing was made by Gary Loverich; Greg Gillis seconded the motion. All were in favor and the motion carried. Board requested that we include the "silver pledge" warranty, which is a material and labor warranty on the roof for ten (10) years and request that the roofs on the shed, pool house and pavilion also be inspected.

**Legal Authorizations**

None

**OPEN FORUM**

Issue regarding the ARBNB was brought up again. Manager thought that her original email to the owner of the property had him cease using property for this purpose but was told that this was possibly occurring again. She will contact him and remind him that these are not permitted in Oakwood Glen.

**NEXT MEETING IS SCHEDULED FOR SEPTEMBER 17, 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**

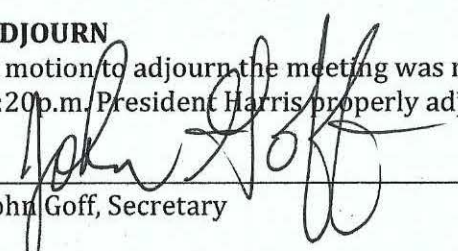
Motion was made to move into executive session at 8:19pm. There were not matters / issues to discuss in executive session.

**EXECUTIVE SESSION SUMMARY**

No executive session was held.

**ADJOURN**

A motion to adjourn the meeting was made by Angelia Bentley and seconded by Armando Perez at 8:20 p.m. President Harris properly adjourned the meeting at 8:20 p.m.

  
John Goff, Secretary

09-09-2024  
Date