

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

January 21, 2025

17902 Hawk Haven Lane – Spring, TX 77379

CALL TO ORDER

With prior written notice by the President and a quorum of Directors present, the January meeting was called to order at 7:05 pm by President Mike Harris via zoom. Other Board members in attendance were Angelia Bentley, John Goff, Gary Loverich, Greg Gillis, Armando Perez and Charles Paschel vi Zoom. Directors Juli Cash and Linda Clarke were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller and one (1) homeowner attended also via zoom. Due to winter storms, meeting was held only via zoom.

Meeting Agenda

President Harris inquired if any of the members had any items to add to the agenda. No members needed to add items to the agenda. A motion to accept the agenda as written was made by Greg Gillis; Gary Loverich seconded the motion. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes of November 19, 2024 board meeting were approved via email vote on December 12, 2024.
2. Actions between meetings – Linda Clarke and Mike Harris approved the emergency replacement of the garage door opener to the shed on January 8, 2025.

SECURITY REPORT

Jonathan Rodriguez, contract deputy for Oakwood Glen was not in attendance to present stats; Seargent Cox submitted the stats to manager for month of December. There was one (1) animal humane, sixty- four (64) contract checks, two (2) meet the citizen, two (2) theft – other, one (1) traffic stop, one (1) warrant service and one (1) welfare check.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Report for the month ending December 31st, 2024; this is the preliminary report; final will be submitted in February. Operating account had a total of \$526,475.04; reserve account totaled \$286,499.15. Total funds of the Association were \$812,974.19. Expenses totaled \$71,267.48, which was comprised of \$29,230.15 from operating, \$41,320.00 from reserves and \$627.33 in debit card purchases. Collection percentages were 98.4% for 2022, 97.2% for 2023, 93.2% for 2024. Manager also noted that during the month of December Oakwood Glen collected \$181,251.67 in pre-paid assessments for 2025.

In addition, owners have been in contact with manager to request payment plans. Accounts receivable team member- Susan Marshall has been preparing and sending to homeowners upon receipt of request from Manager.

Deed Restriction Committee Report

Manager reported that deed restrictions totaled 73 which where forty-eight (48) courtesy letters, sixteen (16) second letters, seven (7) fine certified and two (2) force mow letters were sent out. Manager will discuss issues of "animal husbandry and flags" that were cited to get a better idea of what inspector found when performing last inspection.

ACC Requests: Manager reported one (1) ACC request submitted during the past month for installation of generator. This request was from Sandy Knolls and was approved.

Landscaping Update

Angelia Bentley reported that she will not start "Yard of the Month" until either April or May depending on weather and how yards are cared for during those months. No other reports for landscaping; spring flowers will be the next item that is required. This will likely occur in March or April depending on how the flowers recover from the freeze.

Update on Contracts:

President Harris stated that the alarm in the clubhouse went out; Alert 360 was contacted. A new contract was executed and technician will be out next week to install the new system. Cost was a bit cheaper than prior cost.

Trash Issues at Front – Condo's

President Harris stated that email had been sent by Nick, who stated last month that title search on owner was being performed so owner could possibly be served for current violation. Manager has had some difficulties getting return call from Scott at Harris County Health Department. She will reach out to Nick and see if she can get any information about lawsuit that was to be filed.

Arborist

Manager reported that she had contacted Texas A&M about the "program" one of the homeowners reported that they had where students / alumni would come out and assess the trees. Per her call, there is no such program. Gary Loverich reported that he spoke with an alumni member who also communicated the same response to him. Gary inquired if he might be able to put something on either Facebook page requesting information from any owners that might be able to assist in finding an arborist who can assess the large number of trees that the community needs to have checked. Manager stated that Jose with Texas Tree Elite noted that if we do not find anyone, they might be able to send someone out in March.

Christmas Party

Angelia Bentley reported that there was a "big turnout" for the Christmas party. Association went through the pizzas ordered, with no leftovers. Kids made lots of cookies. Big Wagon stayed for additional time if residents / owners were willing to pay the cost to feed the horses. This was the best turn-out in several years.

Pool Replaster

Project was completed and paid for in December.

Reserve Study

President Harris requested that Jordan Rosales with Reserve Advisors be contacted to "revise" the reserve study. Manager reported to Jordan that pool had been replastered with quartz and VGB drains had been replaced during 2024. President Harris wanted these items listed as pool replaster was scheduled to be done in 2025. In addition, because the Association elected to use quartz to replaster, the life of the plaster will be longer. Manager received updated reserve study; she will email to board.

Baseball Backstop

While performing the reserve study, it was noted that baseball backstop needs to be repaired. President Harris has requested a bid from Casey with Absolute. Bid has not been received but will likely be in February meeting packet.

Clubhouse Office Repairs

Manager had a difficult time finding contractors who would come out and assess the office in the clubhouse. Adrian with Advanced Construction & Development met President Harris on-site and provided a bid for the work. Both bids from JAK and Advanced Construction were reviewed and discussed by board. As Adrian with Advanced Construction only bid on the requested repairs and Adrienne with JAK Companies bid to do additional work in the office, board inquired if manager has used Advanced Construction in the past. Manager noted that she has, as have other managers and all were happy with the work. While on site, Adrian from Advanced told Mike Harris that it was "highly unlikely" there was black mold in the room; it has a distinct smell. He stated that it was "regular mold" and he would recommend the addition of a vent in the office door for ventilation purposes. He would also run an Ozone treatment in the clubhouse for twenty-four (24) hours to kill all mold and air borne pollutants/bacteria. Gary Loverich motioned that if manager could obtain references that this work has been performed previously by Advanced Construction that this bid for \$4,252 be accepted. Motion was seconded by Greg Gillis. All were in favor and the motion carried.

Issue - Security Lights - Back Park

Upon allowing the school to clear the area at the back park for "emergency exit" during any potential issues, it was determined that there are issues with the security lighting at the back park. Three (3) bids were obtained using "scope of work" submitted by President Harris. Manager submitted same scope of work to all vendors - JAK Companies, Progressive Electric and Donald's Electric. Bids were summarized for members to review and discuss. As Donald's Electric has performed a majority of the electrical work for Oakwood Glen and his bid was the lowest and his spec's included four (4) lights on each pole. John Goff motioned to accept the bid from Donald's Electric; motion was seconded by Greg Gillis. All were in favor and the motion carried.

New Business

Ceiling Fans - Pool Pavilion

President Harris noted that the fans at the pool pavilion were not working. Upon inspection by Robert at Donald's Electric, he found that the ceiling fan motors were burnt out which likely happened in lightning strike. Instead of attempting to repair the electric, he proposed that underground "new power" be run from panel to pavilion and replacement of six (6) ceiling fans. A new timer will be installed, all faulty wiring will be removed and replaced with new wiring. President Harris stated that he was unsure the last time ceiling fans had been replaced. Greg Gillis has been on the board the longest and could not recall the Association ever replacing during his tenure. Cost for the project is \$4,445.00. A motion to accept the bid was made by Greg Gillis; Angelia Bentley seconded the motion. All were in favor and the motion carried.

Pipeline Update

At prior meeting, President Harris inquired if manager could check HCAD and see who the responsible parties are for the area where pipeline easement is behind homes on River Mill and Mill Springs. This affects approximately eight (8) or nine (9) properties and there is not "regular mowing" of this area. Manager stated that she checked HCAD and could not determine who was responsible but it's likely that the pipeline company deeded those easements over to the owners of the lots and their survey would show that. She will check again and try to find information. If any of the members can get a photo of the company who utilizes the pipeline, that would be helpful.

Grant Possibilities - Clubhouse

Per President Harris, Tommy, Linda Clarke's son, who works for a utility company discovered that it may be possible for the Association to obtain a "grant" to assist in rebuilding the clubhouse or

possibly a backup generator for the clubhouse. Per President Harris, Gary Loverich and Juli Cash have offered to look into this matter. Once Linda Clarke returns, it is possible they can get more information to guide them on the matter.

Schedule Community Events - 2025

Angelia Bentley will be out of town for a few weeks in May; this is when pool party is typically held. She requested pool party be scheduled for Saturday, May 10th. There were objections from board on this matter. The 4th of July Party will occur on July 4th; as is typical. The Annual meeting (at request of Manager) will be held on October 18th, 2025 at 2pm. The Christmas Party will be held on December 6th, 2025. Manager suggested that Angelia contact EJ's for the petting zoo as they were "booked" when she contacted them last year and Association had to use Marsha's Petting Zoo. They are more expensive and did not bring out the food for kids / parents to purchase to feed the animals. She will contact them within the week.

OPEN FORUM

Homeowner in attendance was a new owner – Victoria, who resides on Oakwood Glen Circle. She questioned whether the Association ever contracted county to sweep the streets, noting that since the storm (Hurricane Beryl) the streets do not appear clean. Manager stated she would contact Precinct 3 – Road & Bridges to request street sweeper and see if they would accommodate. She has had luck in having them perform such services as street sweeping and replacement of sidewalks that are "trip hazards." Having heard this Dee Goff got in the zoom and asked if she could report the sidewalk where she tripped. This can be done. Additional addresses were provided and manager will put in service requests for all of these to see if Precinct 3 will accommodate.

NEXT MEETING IS SCHEDULED FOR FEBRUARY 18TH, 2025

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

MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION

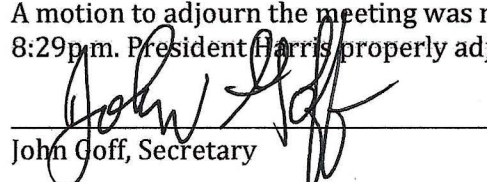
There were no issues to discuss in executive session.

EXECUTIVE SESSION SUMMARY

There was no business to discuss in executive session.

ADJOURN

A motion to adjourn the meeting was made by Angelia Bentley and seconded by John Goff at 8:29 p.m. President Harris properly adjourned the meeting at 8:30 p.m.



John Goff, Secretary



Date

31 Jan 2025