

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

**February 18, 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 February meeting was called to order at 7:02 pm by President Mike Harris via zoom and in person. Other Board members in attendance were Angelia Bentley, John Goff and Armando Perez in person. Directors Gary Loverich and Greg Gillis attended via zoom. Directors Linda Clarke, Charles Paschel and Juli Cash were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller, two (2) homeowners in person and one (1) homeowner attended also 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 Angelia Bentley; John Goff seconded the motion. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes of January 21, 2025 board meeting were approved via email vote on January 26, 2025.
2. Actions between meetings – Association became aware that power surge had damaged the neutral on the clubhouse electrical system on February 5, 2025. Linda Clarke and Mike Harris authorized the emergency repair using Operating Reserve Funds.

**SECURITY REPORT**

Jonathan Rodriguez, contract deputy for Oakwood Glen was not in attendance to present stats; Sergeant Cox submitted the stats to manager for month of January as follows: one (1) aggravated assault, one (1) BMV (burglary motor vehicle), one hundred-ten (110) contract checks, one (1) disturbance – fireworks, one (1) disturbance – loud noise, two (2) drug possession -OD, one (1) evading deputy, one (1) illegally parked vehicle, one (1) information call, three(3) meet the citizen, eleven (11) traffic stops and one (1) suspicious vehicle.

Also noted, was that contract deputy, Jonathan Rodriguez will be leaving Oakwood Glen in the near future to move to the air support division. At this time, President Harris has not been provided with name of his replacement.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending January 31<sup>st</sup>, 2025. Operating account had a total of \$645,285.25; reserve account totaled \$286,033.54. Total funds of the Association were \$931,318.79. Expenses totaled \$43,492.03, which was comprised of \$34,742.53 from operating, \$7836.50 from operating reserves and \$913.00 in debit card purchases. Collection percentages were 98.4% for 2022, 97.2% for 2023, 93.2% for 2024 and 33% for 2025.

Manager also noted that December financials have been finalized and the Association ended 2024 with a surplus of \$72,546.25. After discussion with Treasurer, Linda Clarke, manager stated that she recommended moving \$22,546.25 into operating reserves and \$50k into reserve account. This will increase reserves and decrease future contributions to the reserve fund. A motion to move the money to the operating reserve and reserve account as was stated above was made by John Goff; Armando Perez seconded the motion. All were in favor and the motion carried.

In addition, owners have been in contact with manager to request payment plans. Presently, there are twelve (12) in house payment plans that have been setup, signed and submitted. There are seven (7) payment plans at legal.

#### **Deed Restriction Committee Report**

Manager noted that she pulled deed restriction report but that this was same as in January. This is due to Sterling ASI losing another inspector. Manager will be inspecting Association with new Administrative Assistant, Genesis Macias on Monday, February 24<sup>th</sup>. After letters are sent out, she will send Matrix report out to the board to review.

**ACC Requests:** Manager reported two (2) ACC requests submitted during the past month for exterior paint and one (1) for roof. Both were approved.

#### **Landscaping Update**

No update on landscaping during the month of February.

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

President Harris stated that both Absolute Groundscape (Landscaping) and F.A.S.T. Pools (pool company) contracts are up for renewal in April. He inquired if any of the members were unhappy with services and wanted to go out for bids. All members stated that they were happy with work of both vendors and did not wish to go out for bids this year.

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

President Harris noted that email had been received from a representative of one of the apartment complexes on Oakwood Glen Boulevard – The Retreat at Oakwood Glen. His name is Michael Gasperetti and he is the Vice President of Asset management for Discover Multifamily. He saw the Oakwood Glen agenda and minutes on the open website and noticed the item regarding the condo complaint. He and President Harris spoke and Mr. Gasperetti was provided with a list of all entities that the Association notified of the issues at the Condos. Mr. Gasperetti stated that he would be getting with these entities as well. Manager provided him with email address for Scott at HCPHS and Nick Radick at Commissioner Ramsey's office so he could voice his concerns. Per President Harris, the other apartment owners are also concerned about the "state of the condos" and would likely submit requests to these officials regarding the issues as well.

#### **Arborist**

Gary Loverich reported that he had reached out to someone on the Houston Leadership Forum on Facebook about finding an arborist. He has not received a callback or email yet but does expect to hear from someone regarding this matter.

#### **Issue – Security Lights – Back Park/Ceiling Fans**

Due to the lightning strike that caused power failure at clubhouse and additional issues found during this repair, the installation of the security lights at the park and the ceiling fans have been put on hold. Once issues at the clubhouse have been resolved, the electrician will get to these projects.

#### **Clubhouse Office Repairs**

Repairs to the office at the clubhouse have been completed. Vent was placed in the door and President Harris had vendor order a package of ceiling tiles. In addition, vendor suggested that Association may want to add a ceiling fan in the room.



### **Pipeline Easement Update**

Manager has been unable to determine who the responsible parties are for the pipeline easement over at River Mill and Mill Springs. Per what she sees on HCAD, it appears individual owners may be responsible. She has tasked Melissa Fulp with pulling a map of this area off of HCAD; Melissa is the person that knows how to work the "interactive maps" on the website.

### **New Business**

#### **Baseball Backstop**

Casey with Absolute Groundscape was supposed to submit a bid to make necessary repairs to the baseball backstop. Bid has not been received yet but should be submitted to President Harris and manager in the upcoming week.

#### **Grant Possibilities - Clubhouse**

Gary Loverich stated that he has attempted to look into the grants but they want \$199 before he can proceed and look at any that are possibly available for HOA's. Manager suggested also pulling up grants for nonprofit - 501©4 entities. There may be additional ones listed under that sub-heading.

#### **Marquee Repairs**

Gary Loverich made contact with the company that installed the marquee sign back in 2017. He believes that repairs necessary will not be too costly. A motion to pre-approve cost NTE \$750 was made by Gary Loverich; John Goff seconded the motion. All were in favor and the motion carried.

#### **Records In Office**

While office repairs were being done, board members noticed that there was quite a bit of old files in the office. These go back years to when the Association was self-managed. Per manager and Treasurer, records only need to be kept for seven (7) years - financial in particular. Board would like to box those up and have the shredder truck come out and shred all old documents. Angelia Bentley suggested that any "maps" found should be kept. Since records are in file cabinets, they will need to be put in boxes to be shredded. Angelia Bentley will check on Amazon to get a box or two of boxes. There are also fax machines, office equipment and other items that need to be disposed of. Greg Gillis will check the cameras in the office to see if any of those need to be kept and if so, move to his office.

#### **Legal Accounts**

Accounts #21905496, #22202091 and #22403624 were submitted for authorization to proceed with lawsuit. Upon receipt of board packet, President Harris requested members review these and be ready to vote on them during the meeting. Accounts #21905496 and #22403624 - John Goff motioned to proceed with lawsuit; Armando Perez seconded the motion. All were in favor and motion carried. Regarding account #22403624, motion to proceed was made by Greg Gillis; Angelia Bentley seconded the motion. Motion carried 5-1 in favor of proceeding with action.

#### **OPEN FORUM**

Homeowners reported that neighbor who had previously been operating an AIRBNB was doing so again. Manager will reach out to him via email and advise that this is against the current DCCR's (deed restrictions) which state homes must be leased for a minimum of six (6) months.

#### **NEXT MEETING IS SCHEDULED FOR MARCH 18, 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**

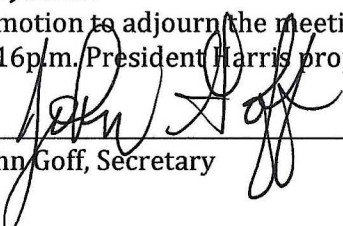
There were no issues to discuss in executive session.

**EXECUTIVE SESSION SUMMARY**

There was no business to discuss in executive session.

**ADJOURN**

A motion to adjourn the meeting was made by Armando Perez and seconded by Angelia Bentley at 8:16pm. President Harris properly adjourned the meeting at 8:18 p.m.

  
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John Goff, Secretary

25 Feb 2025  
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Date