

**THE OAKS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING – GENERAL SESSION
MONDAY, JUNE 19, 2017
MINUTES**

The general session of the Board of Directors meeting for The Oaks Condominium Association was called to order at 7:00 p.m.

Present

Lee Krause
Kathryn Moose
Dennis McGregory
Rick Krychowecky
Mike Mullins
Cheryl Kopp

Absent

George Blake
Niccole Boswell
Christina Heldman

Ray Garza, the onsite manager, was also in attendance.

MINUTES

The minutes from the May 15, 2017 meeting were presented. Motion was made, seconded and carried to approve the minutes as presented.

PRESIDENT'S REPORT

Dennis McGregory introduced Ray Garza, the new property manager, to the owners in attendance. Mr. Garza announced that he has been the manager since May 22, 2017 and is very happy to be there and excited about the challenges that are ahead of him.

TREASURER'S REPORT

Lee Krause presented the treasurer's report for the association as of the end of May 2017.

The association has collected \$11,243.09 more than budgeted for the month, but remains under budget in collection of income for the year in the amount of \$43,176.57.

Maintenance and repairs for the association is under budget budget for the month in the amount of \$1,274.49 and over budget for the year in the amount of \$14,447.29 due largely in part to major plumbing repairs and roof repairs.

TREASURER'S REPORT (continued)

The total operating expenses is under budget for the month in the amount of \$17,861.89 and under budget for the year in the amount of \$68,603.57. The cash balance in the operating account is \$117,324.47.

The cash balance in the reserve account is \$1,396,721.33. Total assets are \$1,514,045.80 as of May 31, 2017.

MANAGER'S REPORT

Ray Garza presented the Manager's report detailing the upcoming projects for the community, which included the following:

Siding Replacement - Management advised that the onsite staff will be moving forward with the hardi-plank siding replacement on the smaller buildings and that proposals are being solicited for the siding replacement on the larger buildings. To date, two of the four requested proposals have been received. Since beginning the project three years ago, 12 buildings have been completed and the 13th building is currently in process.

Tree Trimming - The tree trimming project has been made a priority. While a major tree trimming is planned, Lee and Kathryn have agreed to work closely with the contractor to make sure the natural beauty of the community is preserved.

Restriping of the Property - The speed bumps will be striped first, followed by the complete restriping on the community. The community will be separated into three zones and each zone will be restriped with the cooperation from each of the residents. The project will begin in the next 60 days.

Concrete / Sidewalk Repair - Sidewalk repairs have been addressed on an as-needed basis and by priority. With most of those areas now addressed, the community will be separated into three zones and sidewalk and concrete repairs will be done in three phases over the next six months.

Water Leaks - Repairs have been made to a major water leak within the community which will in turn reduce the water bill.

CONTRACT PROPOSALS

Tree Trimming - Management presented three proposals for major tree trimming:

- Texas Environments \$21,000.00
- Prime Trees \$25,032.81
- Davey Trees \$75,000.00, increased from \$49,000
- SV Multi-Services \$24,898.00

CONTRACT PROPOSALS (Continued)

All tree trimming proposals are inclusive of taxes and debris removal. Motion was made, seconded and carried to approve the proposal from Texas Environments in the amount of \$21,000.00.

Meeting Transcribing - Motion was made, seconded and carried to approve a proposal from Monique Garza to transcribe the minutes of each meeting for \$50.00 per two-hour meeting.

Landscaping - Management presented three proposals for the landscaping contract, all of which included tax:

- Grounds Keepers \$7,575.00
- Texas Environments \$8,750.00
- SV Multi-Services \$9,550.00

Mr. Garza advised the Board that he has had several meetings with Eddie, the supervisor with Grounds Keepers and has seen a lot of improvement over the last 30 days. Motion was made, seconded and carried to approve the proposal from Grounds Keepers.

HOLIDAY HOURS

Mr. Garza requested that the on-site staff be given an additional day off, Monday, July 3rd, in observance of the 4th of July holiday. This request was made with the understanding that this will be a bonus day and not expected in the future. Because July 4th falls in a Tuesday, motion was made, seconded and carried to approve his request so all employees will have additional time to spend with their family.

INSURANCE RENEWAL

Motion was made, seconded and carried to approve the insurance renewal at a cost of \$274,473.00, provided by BCH, which was a 20% reduction in premiums from last year. The reduction is due in part to the fact that there have been no named storms it landfall in the Houston area.

WOODLAKE COMMUNITY ASSOCIATION

Rick Krychowecky advised that he is on the Board of Directors for the Woodlake Community Association, which before now was being operated by only one board member. He advised of the following accomplishments and plans for improvement:

- The structure on the property will be removed
- Landscaping will be done and the area converted into a dog park
- The tennis court will be resurfaced and fenced
- All surface areas will be painted

WOODLAKE COMMUNITY ASSOCIATION (continued)

- The man who was giving tennis lessons at the tennis court is no longer in contract with the association and should not be accessing the community - the tennis court area has been padlocked
- Permits have been given and signs will be installed to allow for towing

ADJOURNMENT

There being no further business, motion was made, seconded and carried to adjourn the meeting at 7:26 p.m., at which time the Board allowed an open forum for the owners present to address their concerns to the Board and to the onsite manager.

APPROVAL

Approved this the _____ day of _____, 2017.

By: _____
_____, Secretary