



**THE OAKS CONDOMINIUM ASSOCIATION**  
A TEXAS NON-PROFIT CORPORATION

**THE OAKS CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING – GENERAL SESSION  
MONDAY, JULY 24, 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

Christina Heldman  
Kathryn Moose  
Dennis McGregory  
Rick Krychowecky  
Mike Mullins  
Cheryl Kopp  
Niccole Boswell

Absent

George Blake  
Lee Krause

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

**MINUTES**

The minutes from the June 19, 2017 meeting were presented. Motion was made, seconded and carried to approve the minutes as presented.

**PRESIDENT'S REPORT**

Dennis McGregory again introduced Ray Garza, the new property manager, to the owners in attendance.

**TREASURER'S REPORT**

In the absence of Lee Krause, the treasurer's report for the association as of the end of June 2017 was presented by Ray Garza.

The association has collected \$44,734.46 more than budgeted for the month. Mr. Garza advised the Board that most of this amount was due to the fact that Creative Management booked the July 1 deposits with the date of June 30.

### **TREASURER'S REPORT (continued)**

Maintenance and repairs for the association is under budget for the month in the amount of \$742.48 and over budget for the year in the amount of \$12,741.48 due largely in part to major plumbing repairs and roof repairs.

The total operating expenses are over budget for the month in the amount of \$10,257.73 and under budget for the year in the amount of \$58,349.54.

The cash balance in the operating account is \$235,297.64. The cash balance in the reserve account is \$1,335,437.78. Total assets are \$1,570,735.42 as of June 30, 2017.

### **MANAGER'S REPORT**

Ray Garza presented the Manager's report, which included the following:

Siding Replacement – Although the onsite staff is replacing the siding on the smaller buildings, proposals have been obtained to have a contractor replace the siding on the larger buildings. Those proposals will be reviewed and voted on later in the meeting.

Tree Trimming - Mr. Garza advised that both Lee Krause and Kathryn Moose have been directing Texas Environments with regard to the tree trimming within the community. The tree trimming should be completed over the next few weeks.

Restriping of the Property - There is currently 10K in the budget for restriping of the community. When the weather is cooler the onsite staff will begin painting the speed bumps. Proposals will be obtained for the restriping of the parking lot. The contractors will also be required to submit with their proposals a procedures statement on how they intend to notify and work with the owners to get the restriping done in a timely fashion and in a manner that is the least intrusive to the residents.

Concrete / Sidewalk Repair - Mr. Garza advised the Board that Southern Concrete has been awarded the contract for concrete and sidewalk repair. They will first start repairs on Section C, followed by Section B and ending with Section A.

### **CONTRACT PROPOSALS**

Siding Replacement - Management presented three proposals for siding replacement to Building 22:

- Texas Remodeling \$ 75,740.00
- Jr D Construction \$ 85,060.00
- All-Tex Contracting \$106,116.20

**CONTRACT PROPOSALS (Continued)**

Motion was made, seconded and carried to approve the per square cost proposed by Texas Remodeling, however, the Board would like to have them rehab a smaller building first. This will allow management and the Board the ability to inspect their quality of work before awarding a contract for a bigger building.

Termite Treatment – Management presented two proposals for termite treatment:

- Action Pest Control           \$10,000.00 per treatment
- Chem-Tech Pest Control   \$18,900.00 per treatment

Treatments will be done at 20 Buildings per treatment, every third year.

- Buildings 1-20                   First year
- Buildings 21-40                Second year
- Buildings 41-58                Third year

Motion was made, seconded and carried to approve the proposal from Action Pest Control. Before deciding a schedule for treatment, the Board requested that Mr. Garza do some research to determine the last time that any of the buildings had been treated.

Perimeter Pest Control – Management presented two proposals for general pest control for the community:

- Action Pest Control           \$70.00 per building
- Chem-tech Pest Control   \$80.00 per building

Motion was made, seconded and carried to approve the proposal from Action Pest Control; and to schedule treatment as they recommended in August and April each year at a cost of \$4,060.00 per treatment.

Mosquito Control – Motion was made, seconded and carried to continue to allow Chem-tech to spray the community for mosquitoes at a cost of \$85.00 per weekly application. It was stated for the record that Action Pest Control's cost for the same service was in excess of \$100.00 per application.

Trash Removal – Mr. Garza presented three proposals for trash service:

- Republic Waste                \$2,864.88
- Waste Management           \$2,047.02
- BF Waste                        \$3,048.00

Motion was made, seconded and carried to approve the proposal from Waste Management.

### **2017-2018 BUDGET**

There was lengthy discussion with regard to the draft of the 2017-2018 Operating Budget and Capital Expense Budget. Motion was made, seconded and carried to approve the budget with no increase in the maintenance fees.

### **AUDITOR**

Mr. Garza advised the Board that he met with their CPA, Joe Stoller, who has advised that he is stepping down from annual audits and tax returns for associations, but would still be available to attend the annual meeting and assist with the counting of the ballots. He recommended that the Board contract with his colleague, Theresa Cox, for future tax returns. Motion was made, seconded and carried to approve his recommendation.

### **POOL RULES**

Mr. Garza recommended to the Board that they revise their pool rules so that there is more definition and they can be more easily enforced. This issue was tabled at this time and will be revisited before the next pool season.

### **PATROL SERVICE**

There was lengthy discussion with regard to the performance of the patrol service. The Board requested that Mr. Garza solicit proposals and interview companies to replace the current company due to their poor performance.

### **SEWER BACK UP**

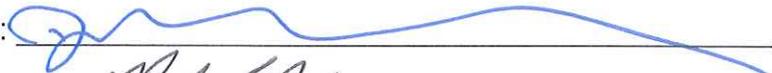
Mr. Garza advised the Board that Best Plumbing videoed the plumbing line at the 400 pool and found that there is a pipe cutting into the plumbing line that is causing the back-up. Motion was made, seconded and carried to approve the proposal from Best Plumbing in the amount of \$2,100.00 to remove and reposition the pipe.

### **ADJOURNMENT**

There being no further business, motion was made, seconded and carried to adjourn the meeting at 8:03 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 21 day of August, 2017.

By:   
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 \_\_\_\_\_, Secretary