



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

**THE OAKS CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING – GENERAL SESSION**  
**MONDAY, FEBRUARY 19, 2018**  
**MINUTES**

The general session of the Board of Directors meeting for The Oaks Condominium Association was called to order at 7:04 p.m.

Present

Christina Heldman  
Kathryn Moose  
Dennis McGregory  
Rick Krychowecky  
Lee Krause  
Cheryl Kopp  
Brad Lumb

Absent

George Blake

Ray Garza, the onsite property manager, was not able to attend the meeting as he was out of town attending his mother's funeral.

**MINUTES**

The minutes from the November 20, 2017 meeting were presented. A motion was made, seconded and carried to approve the minutes as written, pending clarification from Mr. Garza as it relates to being over budget for building repairs.

**TREASURER'S REPORT**

Lee Krause presented the Treasurer's report for the association as of January 31, 2018.

The association collected \$275,597.47 for the month, which is \$21,388.47 more than the budgeted amount of \$254,209.00. The total amount collected year to date is \$1,266,230.29, which is \$4,314.31 less than the budgeted year to date amount of \$1,271,045.00.

Maintenance and repairs for the association are over budget for the month in the amount of \$510.91 and for the year in the amount of \$43,156.55. The association was over budget in this category due to the building repairs, roof repairs and irrigation repairs.

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

The total operating expenses are over budget for the month in the amount of \$14,273.14 and for the year in the amount of \$53,248.31 due to insurance costs, utility expenses and exterminating.

The cash balance in the reserve account is \$1,308,550.71. Total assets are \$1,345,603.12 as of February 19, 2018.

### **MANAGER'S REPORT**

Ray Garza was not in attendance, however, the Board did address the following in his absence:

Work Order Report – The work order report is currently only one page, i.e. 4 or 5 unresolved work orders. The Board advised the owners that the report consisted of more than 90 open work orders when Mr. Garza was hired and commended him on working closely with the maintenance staff to see that the work orders are addressed timely.

Open Board Positions - The Board advised that Mike Mullins sold his unit and resigned from the Board; and Nicole Boswell has recently resigned due to her personal schedule. While Brad Lumb has been appointed to fill one of the positions, they are currently seeking a replacement for the other.

Water Shut Off Schedule - There was lengthy discussion with regard to the wear and tear on the aged pipes due to the number of times water is shut off for repairs. Going forward, except in the case of an emergency, the water will be shut off on Wednesday's only. The possibility of a monthly shut off as opposed to a weekly shut off will be considered at a later date.

Unit 53 - There was discussion with regard to a request from Quamrs Jamali, the owner of Unit 53, requesting that a fire wall be installed. Mr. Jamali was in attendance at the meeting. This issue was tabled until it can be researched further.

Siding Replacement - Until the next budget cycle, outside third party contractors will not be used for siding replacement, however, the onsite management team will continue to replace the siding as needed.

Unit 233 and 441 - Foundations - The Board reviewed proposals from Jericho, Precision, & Dura Pier to repair the foundations. This issue was tabled until Mr. Garza can be present to give his input. A decision will be made via email or an emergency meeting so the work can commence before the next meeting.

**MANAGER'S REPORT (continued)**

Building 55 - Sewer Line Repairs - Permanent repair to the sewer line was tabled pending the City of Houston making repairs to their side of the sewer line first. The line will be jetted in the event there is a back up in the meantime.

Contract Parking - This was tabled until Mr. Garza could be in attendance.

Pet Policy - This was table until Mr. Garza could be in attendance.

**ASK BEFORE YOU ALTER**

Motion was made, seconded and carried to approve a request from Irene Brown, the owner of Unit 17, to replace the sliding glass doors with French doors.

Motion was made, seconded and carried to approve a request from Dennis McGregory, the owner of Unit 143, to extend his fence an additional four feet.

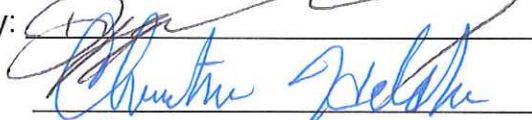
Motion was made, seconded and carried to approve a request from Olga Cortez, the owner of Unit 627, to replace the sliding glass doors with French doors, provided the doors are green.

**ADJOURNMENT**

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

**APPROVAL**

Approved this the 19<sup>th</sup> day of MARCH, 2018.

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