



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

**THE OAKS CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING – GENERAL SESSION**  
**MONDAY, SEPTEMBER 16, 2019**  
**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

Dennis McGregory  
Kathryn Moose  
Richard Krychowecky  
Brad Lumb  
Anne Hill

Absent

Jim Sallee  
Bill Berry  
Phyllis Williams

Also Attending: Bruce Hadwin, Property Manager

**MINUTES**

The minutes from the general session of the August 19, 2019 meeting were presented.

MOTION - Mr. Krychowecky made a motion to approve the general session minutes from the August 19, 2019 meeting as presented. Mr. Lumb seconded the motion. The motion was approved by vote of the Board of Directors.

**PRESIDENT'S REPORT**

Mr. McGregory reported that earlier in the evening while in executive session, the Board of Directors voted to grant him the authority, on behalf of the Board of Directors, to hire a vendor to conduct necessary foundation repairs on Building 36 at a cost of up to \$4,000.00.

**TREASURER'S REPORT**

Mr. Hadwin provided the Treasurer's report for the period ending on August 31, 2019.

The Association collected \$275,380.00 for the month, which was \$19,899.00 more than the budgeted amount of \$255,481.00. The total amount collected year to date is \$3,100,862.00, which is \$35,090.00 more than the budgeted amount of \$3,065,772.00.

The Association spent \$28,475.00 for the month on maintenance and repairs, which was \$1,668.00 less than the budgeted amount of \$30,143.00. It spent \$345,955.00 year-to-date on maintenance and repairs, which was \$20,152.00 less than the budgeted amount of \$366,107.00.

The Association spent \$204,751.00 for the month on operating expenses, which was \$4,641.00 less than the budgeted amount of \$209,392.00. It spent \$2,739,423.00 year-to-date on operating expenses, which was \$72,201.00 more than the budgeted amount of \$2,667,222.00.

The Association's total balance in its operating account and petty cash account is \$210,015.00. The total cash balance in its reserve accounts is \$1,247,474.00. The Association's total assets amount to \$1,457,489.00 as of August 31, 2019.

### MANAGER'S REPORT

Mr. Hadwin presented the Manager's report. Siding replacement on Building 4 has been recently completed and the building siding will be painted shortly. Mr. Hadwin anticipates the next building to have its siding replaced will be Building 13; this work will be performed by the Association's maintenance staff.

### BUSINESS

--- Building Siding Renovations - Buildings 2 and 3:

Mr. Hadwin presented proposals for the 2020 phase of the property's on-going building siding renovation project. He advised that, after consultation with Mr. McGregory, he had acquired bids for Buildings 2 and 3. The bids were as follows (combined for both buildings):

Three Brothers	\$125,000.00
D&C Contracting	\$131,000.00
Strata	\$198,409.75

MOTION - Mr. Krychowecky made a motion to accept D&C Contracting's bid of \$131,000.00 to replace the siding on Buildings 2 and 3. Mr. Lumb seconded the motion. The motion was approved by vote of the Board of Directors.

--- Water Meter

Mr. Hadwin informed the Board that on August 30, 2019, Houston's Public Works Department notified the Association that the city was acknowledging The Oaks of Woodlake has had a water

meter that had been malfunctioning from approximately December 2018 to July 2019 and therefore, had determined the Association would receive a \$38,223.56 credit on its account.

--- Parking

The Board discussed amending or replacing its current parking policy. Mr. Lumb suggested changing the policy to grant the Association sole authority to tow improperly parked vehicles from the property. Mr. Krychowecky offered to draft a proposed amendment to the Association's Vehicle Parking Resolution. The discussion was tabled until next month's meeting.

**ADJOURNMENT**

MOTION: Mr. Krychowecky made a motion to adjourn the meeting. Mr. Lumb seconded the motion. The motion was approved by vote of the Board of Directors.

**APPROVAL**

Approved this the 22 day of OCT, 2019.

By:   
Brad Lumb, Secretary

  
Dennis McGregor, President