

Oak Bluff Estates, Phase 2 Subdivision, Homeowners' Association

BOARD OF DIRECTORS MEETING

3 Meadow Run, Round Rock, TX 78664

Wednesday, March 13, 2019

7:00 p.m.

MINUTES

I. Call to Order

The meeting was called to order at 7:03 p.m.

II. Establishment of Quorum

Board Members Present: Farrell Desselle, Tom Castro, Graves Owen, Jana Nave, Deke Kittrell, Michael Treadwell, and Richard Caponigro. The Board Members present constituted a quorum.

Spectrum: Ander Mitchell, Anica Krstic

III. Homeowner Open Forum

- A. 3-minute forum for homeowners present
- B. 5-minute response/speaking forum for Board Members

The following issue was addressed during the homeowner open forum:

*Curb painting is not necessary. Residents just need to ensure that their mailboxes include their home address and that the numbers are clearly visible.

IV. Approval of Prior Meeting Minutes (January 2019)

A motion by Deke Kittrell to approve the October 2018 minutes was seconded by Graves Owen. The motion carried.

V. Financial Review

The Treasurer (Rich Caponigro) reviewed the Association financials and identified several items in the over-the-month financials that were notable expenses. All accounts are in good standing. The Board completed the review of the financials and with no other concerns, moved to the next order of business.

VI. Old Business

- A. Online Directory

The Board is requesting that an online directory be developed for the community. The directory will be a password-protected document and will include resident's name, phone number(s), and email addresses. It will be posted on the HOA website.

Spectrum will be sending an eblast to owners requesting that they respond if they wish to opt out of inclusion in the directory. Owners will be given 30 days to respond to the request.

Jana Nava has volunteered to contact owners who do not have email addresses on file with Spectrum.

VII. New Business

- A. Stray Dogs

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One Board member has encountered a number of dogs that are consistently roaming the neighborhood off lease.

B. Pet Waste

Spectrum will be sending an eblast reminder to residents to pick up have their pets and identifying the health hazards of leaving pet waste unaddressed. Other topics will include spring lawn and property maintenance, and the prohibition against posting lost pet flyers on street signs.

VIII. Committee Reports

A. Architectural Control Committee

The Board addressed the issue of exterior fences. Only those fences that are observable from the front of the home are considered for deed restriction violations. The Spectrum Site Manager does not drive street that are not a part of the HOA, so back fences on those streets are not inspected.

B. Common Area Maintenance Committee

Pat Martin presented the Common Area Maintenance report.

1. Landscape Maintenance/Irrigation Bids

The Common Area Maintenance Committee considered bids from several other landscape maintenance vendors, but because of the current landscape maintenance budget, the HOA will continue with Brightview for the landscape maintenance contract.

2. CR 123

The Board approved mowing for the CR123 property.

3. Irrigations Repairs

During the removal of the common area dead tree, there was damage done to the wires for the irrigation system. There was also major leak discovered in the area, but it was unrelated to the removal of the tree.

4. Median Improvements

The Common Area Maintenance Committee is requesting revised estimates for re-doing the medians. Consideration is being made to replace the mulch with rocks. They will also be installing drip lines in six (6) beds, along with the mulch. The quotes will also include the option for removal of the old mulch. The existing Knockout Rose bushes will be offered to residents on a first-come basis.

5. Landscape Maintenance Invoices

The Common Area Maintenance Committee is in the process of confirming the December 2018, January 2019, and February 2019 invoiced amounts. There is a question as to whether or not December 2018 is included in the totals.

C. Social Committee

1. Spring Fling

The Social Committee is currently planning a "Spring Fling." Currently, seven (7) homeowners have agreed to participate in the event. The event will be centered around Easter and will include an Easter Egg Hunt, bounce house, and other activities. The date for the event is Sunday, April 14, 2019, from 4 p.m. to 7 p.m. The Social Committee will provide fried chicken and they are asking owners to BYO chairs, beverage coolers, and side dishes.

2. Communication with Residents

The Social Committee will continue to utilize Spectrum eblasts for communication to residents and notices about upcoming social events.

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******* (All committee members/homeowners are excused) *******

IX. Executive Session

- A. Aging Report
- B. Violation Report
- C. ACC Requests

The Board Executive Session commenced at 8:05 p.m. and consisted of a review of the Association's pending legal matters, Collections, Aging Report, Violation Report, ACC requests, and other pending issues.

The Board agreed to send six (6) accounts to the attorney for collection of past due assessments.

The Board agreed to waive minimal dollar and cents amounts from two (2) accounts. A motion by Rich Caponigro to waive administrative fees for owners who paid the HOA assessment prior to February 5, 2019, was seconded by Michael Treadwell. The motion carried.

Spectrum advised the Board of an upcoming survey that they would be receiving regarding Spectrum services.

X. Next Board Meeting

The next Board meeting will be held on Wednesday, May 15, 2019, 7:00 p.m., at 7 Wooded Way.

XI. Adjournment

The meeting was adjourned at 9:00 p.m.