

Oak Bluff Estates, Phase 2 Subdivision, Homeowners' Association

BOARD OF DIRECTORS MEETING

Teleconference

Tuesday, April 20, 2021

7:00 p.m.

MINUTES

I. Call to Order

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

II. Establishment of Quorum

Board Members Present: Dale Ricklefs, Steven King, Shane Hall, Pat Martin, Farrell Desselle, and Stacey Foster. Graves Owen was not present. The Board Members present constituted a quorum.

Spectrum: Ander Mitchell

III. Homeowner Open Forum

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

There were no homeowner comments for the open forum.

IV. Approval of Prior Meeting Minutes (January 2021)

A motion by Farrell Desselle to approve the January 2021 minutes was seconded by Steven King. The motion carried.

V. Financial Review

The Treasurer (Steven King) reviewed the Association's financials, and all accounts are in good standing.

- The \$100 "Good Standing" Credit Program was a Success - Current Annual Assessment credit provided to homeowners with zero balance by 1/31/2021 (effective rate of \$225/year):
- 256 homeowners (87.7%) qualified for the \$100 credit (\$25,600 of credits provided by the HOA). Note: A reminder communication was sent on 1/25/2021.
- A total of 36 homeowners (12.3%) with a non-zero balance (last year 20 homeowners qualified for the \$50 like credit).
- Of the 36, only three (3) homeowners have a balance over \$1000 as of 1/31/2021.
- Note: Five (5) homeowners paid the HOA Annual Assessment two times.
- Recommend we consider a similar program going forward if we can afford it since it rewards the homeowners that pay on time.
- HOA continues to be in an excellent financial position.
- Total assets total stand at \$205,100.77 as of the end of March 2021.
- There are currently \$68,609.74 in the Operating Account, representing an increase of \$25,877.97 from the January 2021 report.
- There are currently \$136,410.03 in the Reserve account. The Reserve Account increased by \$829.59 year-to-date.

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- Note: In 2020 the Williamson County Appraisal board incorrectly assessed the HOA property as (commercial) and corrected the assessed value on 3/23/2021. The assessed value for 2020 (last year) was changed from \$422,466 to \$4,057. In prior years, the property was assessed at \$7,119, the HOA is entitled to a refund.
- Accounts receivable (past due fees, fines, etc.) stand at \$14,503.01. This is down by \$1,829.93 from the January 2021 report. Of the total amount, \$5,272.93 is due to late/unpaid 2021 Annual Assessments.
- Accounts Receivable is expected to decrease during the next financial reporting period as actions are taken to address the shortage.
- We continue to significant under-run the Water and Wastewater budget due to irrigation system improvements, repair to leaks, etc. Year-to-date we have spent \$355.93 versus planned budget of \$2,000.01 for a difference of \$1,600.
- As usual, the highest expense for the month was for Landscape Maintenance Service at \$7,983.42. JNS Landscapes is continuing to do a GREAT job on mowing, edging, trimming and the irrigation system. This was followed by the Management Contract (\$3,131.61) and Irrigation Maintenance/Repairs (\$1,687.98), respectively.
- The only other notable expense item is that we are currently under budget the expenses were for Landscape Improvements/Repairs. The HOA has spent \$0 versus a year-to-date plan of \$3,549.99. This will change due to mowing and maintenance of the CR 123 property and for lawn fertilizer applications. Other improvements are under review by the Common Area Maintenance committee.
- Overall, the HOA Maintenance actuals are under budget at \$10,287.67 versus plan of \$12,799.98.
- The Social Committee continues to be well under-budget (\$0 actual versus plan of \$1,250.01) but that is understandable given the Covid-19 pandemic.
- We were able to transfer an additional \$782.49 to the Reserve Account. The total reserve growth is \$829.59, including \$47.10 Interest Income earned on the account.

This concluded the Treasurer's report.

VI. Old Business

A. Board Meetings (Frequency)

Farrell Desselle suggested that the Board go to bi-monthly meetings. By consensus, the Board agreed to move to meeting every other month.

B. Facebook Page Administration (Status Update)

The Board discussed whether the Board should have any involvement with the Oak Bluff Estates Facebook page. The old Facebook page has been shut down and all owners will have to re-register under a new page. Pat Martin suggested that the name of the new social media page be changed to Oak Bluff Estates Neighborhood News – Round Rock, however no formal involvement will be engaged in by the board and no official Oak Bluff Estates logos can be used. The administrators will have sole responsibility to manage the page. A motion by Pat Martin that no Board members will not be involved in the social media page and nor will they serve as an administrator was seconded by Steven King. The motion carried.

C. Newsletter

The President would like to have the information for the upcoming Newsletter to her by Friday, April 23.

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D. Committees Appointments

1. Social Committee Volunteers

The Board is still soliciting volunteers for the Social Committee. Currently, no funds have been expended from the Social Committee budget. The Board will solicit volunteers in the upcoming Newsletter and would like to encourage young families to get involved. One of the ideas for activities included having various food truck visit the neighborhood.

2. Yard of the Month

In previous years, Graves Owen and Kellie Y. Wallace oversaw the Yard of the Month selections.

3. Government Liaison Appointment

A motion by Stacey Foster to appoint Arlen Zander as Government Liaison was seconded by Steven King. The motion carried. Farrell Desselle will communicate with him regarding work he has currently addressed with various government entities.

VII. New Business

A. Garage Sale

The Spring Garage sale will be held April 30 thru May 2, daily 8 a.m. – 2 p.m.

B. County Road 123 (Open Fires)

The Board discussed whether open fires should be allowed at the CR123 property. One resident has used a fire pit and it was suggested controlled fires be allowed.

VIII. Committee Reports

A. Architectural Control Committee

The ACC Committee report was presented by Shane Hall. There are no outstanding ACC requests. Sheds continue to be highly debated among the ACC.

B. Common Area Maintenance Committee

The Common Area Maintenance Committee was presented by Pat Martin. There have been extensive discussions about the entrance at CR123 & Twin Ridge Parkway. The Committee has received bids from several vendors. One they do not think is their best option and the other's bid is cost prohibitive. The Committee has also received a proposal from the HOA Landscape Management contract vendor, JNS Landscapes. The total estimate from JNS Landscapes would be around \$29,000.

Farrell Desselle discussed several issues with trees in the common areas in the neighborhood. A tree at Twin Ridge Parkway & Stillmeadow will be trimmed back and the canopy raised. All the tree in the medians have no room to grow and action needs to be taken to keep from losing the trees. The project to address the trees throughout the common areas is estimated at \$20,000. There are 109 trees in the common areas and a vendor will be walking the property to give a final estimate on addressing the problems.

A motion by Pat Martin to approve proposals for landscape improvements by JNS Landscaping (\$13,628 tax included) and Franco's Fencing and Welding (\$7,562 taxes included) was seconded by Shane Hall. The motion carried.

The Board will schedule an additional conference call with an arborist to discuss the issues with the trees in the median.

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C. Social Committee

The Social Committee did not present a report at the meeting and the HOA is still soliciting volunteers. Stacey Foster will be the board contact for volunteers and can be reached by email at staceyfoster0300@gmail.com.

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

IX. Executive Session

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

The Board Executive Session commenced at 9:25 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.

X. Next Board Meeting

The next Board meeting will be held on Tuesday, June 15, 2021, 7 p.m.

XI. Adjournment

The meeting was adjourned at 9:55 p.m.