

Oak Bluff Estates, Phase 2 Subdivision, Homeowners' Association

BOARD OF DIRECTORS MEETING

Teleconference

Tuesday, January 19, 2021

7:00 p.m.

MINUTES

I. Call to Order

The meeting was called to order at 7:02 p.m. by Dale Ricklefs.

II. Establishment of Quorum

Board Members Present: Dale Ricklefs, Steven King, Graves Owen, Pat Martin, Farrell Desselle, and Stacey Foster. Shane Hall 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 (September 2020)

A motion by Graves Owen to approve the September 2020 minutes was seconded by Pat Martin. The motion carried.

V. Financial Review

The Treasurer (Steven King) reviewed the Association's financials, and all accounts are in good standing. He reminded residents of the credit available if they have zero balance by the end of the month. At the next meeting, he will provide a report on the success of the \$100 credit initiative. The Treasurer highlighted low water and sewer expenses, which are well below the budgeted amount. He will continue to monitor the expenses and may propose lowering the budgeted amount for the 2022 budget year.

There is currently \$42,812.77 in the Operating Account. This represents an increase of \$21,553.77 over the month in the Operating Account. There is currently \$135,580.44 in the Reserve Accounts. The Reserve Accounts increased by \$834.35. The over-the-month change in total current assets was an increase of \$22,387.22, primarily due to the collection of the HOA annual assessments. As the annual HOA assessments payments continue to come in, current assets are expected to increase during the next monthly financial reporting period.

Accounts Receivable stand at \$16,332.94, down by \$1,099.64 over the month, and down by \$9,467.77 year to date. The decrease is primarily attributed to the payment of past due quarterly HOA assessments. Accounts Receivable is expected to decrease during the next financial reporting period as the Annual HOA assessments become due.

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For Operating Expenses, as usual, the highest expense for the month was for Landscape Maintenance Services at \$2,661.14. This was followed by Holiday Decorations, Landscape Improvements, and the Management Contract, respectively.

The most significant non-contractual expense was holiday decorations at \$1,485.72, for the installation of this year's decorations. The only other notable non-contractual over-the-month expenses were for Landscape Improvements, which totaled \$1,475.98, primarily due to the mowing and maintenance of the CR 123 property and for two lawn fertilizer applications.

VI. Old Business

No Old Business was presented for consideration.

VII. New Business

A. Facebook Page Administration

There were previously two administrators: Janis Delman and Anne Michaund. Anne has moved out of the neighborhood. Pat Martin currently has admin authority and so does Leslie Leatherman, who is currently managing the page. There are lots of people who do not live in the neighborhood and friends of people in the neighborhood who want to get admission to the page. The issue may remain if we do not replace Anne with the duly appointed lead admin.

The Board agreed to shut down the page and have all owners re-register under a new page called Oak Bluff Estates Phase II – Round Rock. The old page will stay up for at least the next three months.

Leslie Leatherman will serve as the administrator of the page. She will periodically send Spectrum a request for an updated Resale List to keep the page updated.

B. Newsletter (Formal Communication from the Board)

The Newsletter was previously drafted by Farrell Desselle and Jana Nava.

C. Directory

Donna Allen and Leslie Leatherman will receive copies of the Resale List so that they can maintain a neighborhood directory. The homeowners' directory is online on the HOA website, but owners must opt in and choose what information they want to have included in the directory.

D. Committees (See Bylaws)

Pat Martin and Farrell Desselle will continue to remain on the Common Area Maintenance Committee.

Graves Owen and Shane Hall will remain on the ACC, along with Andy Lobsenz.

The Social Committee currently needs volunteers. The presence of COVID-19, there is limited activity that the committee can sponsor.

The President suggested that the Board consider appointing someone as a Government Liaison to the Board. The person under consideration is Arlen Zander.

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VIII. Committee Reports

A. Architectural Control Committee

The ACC Committee report was presented by Graves Owen. Most requests have been for fences and decks. The ACC has approved on exception to the fence height for a property that borders another community.

B. Common Area Maintenance Committee

The Common Area Maintenance Committee was presented by Pat Martin. There are no plans for improvement to the CR123 property, but there is a suggestion to install a fishing deck. Pat Martin will contact Shane Hall and Arlen Zander for recommendations on this issue.

There are plans for continued improvements in common areas on Twin Ridge. This will mostly consist of adding perennials. They may consider adding some ground cover in the bare areas. The Committee will get some quotes for different options for other improvements to bare areas of the landscape.

C. Social Committee

The Social Committee did not present a report at the meeting.

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

IX. Executive Session

A. Aging Report

B. Violation Report

C. ACC Requests

The Board Executive Session commenced at 8:23 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, April 20, 2021, 7 p.m.

XI. Adjournment

The meeting was adjourned at 8:59 p.m.