

Oak Bluff Estates, Phase 2 Subdivision, Homeowners' Association

BOARD OF DIRECTORS MEETING

Teleconference

Thursday, September 16, 2021

7:00 p.m.

MINUTES

I. Call to Order

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

A

Board Members Present: Dale Ricklefs, Steven King, Pat Martin, Eric Hixson, Shane Hall, and Stacey Foster. 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

*One homeowners was concerned about the number of courtesy notices.

IV. Approval of Prior Meeting Minutes (August 2021)

A motion by Pat Martin to approve the August 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.

- Total assets were \$146,680.15 at the end of August 2021.
- There are currently \$8,914.17 in the Operating Account (represents a decrease of \$7,011.35 from the July 2021 report).
- There are currently \$137,765.98 in the Reserve Account (the Reserve Account increased by \$2,185.54 year-to-date).
- Accounts Receivable (past due assessments, past due fees, fines, etc.) stand at \$12,040.62. This is up by \$187.31 from the July 2021 report.
- Of the total amount of Accounts Receivable, \$1,420.00 is due to late/unpaid 2021 Annual Assessments. Legal fees (2019-2021) sum to more than \$6,000.
- The HOA continues to significantly under-run the Water and Wastewater budget due to irrigation system improvements, repair to leaks, etc. Year to date, the HOA has spent \$1,456.60 versus plan of \$5,333.36, a difference of \$3,800.
- The highest expense through the end of August 2021 was for the Landscape Maintenance contract at \$2,661.14. This was followed by the Landscape Improvements/Repairs at \$1,659.20 (down from \$21,239.37 as expected as most of are a one-time cost versus yearly/going expenses).

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- Lastly, the HOA was able to transfer an additional \$2,185.54 to the Reserve Account year-to-date.
- OBE Phase 2 “typically” spends between \$4,800 and \$6,500 per month. The HOA will not collect the 2022 Assessments until the start of January 2022. There are just under 4 months left in the year. The HOA currently has \$8,914.17 in the Operating Account. The Treasurer’s estimate of 4 months of expense x \$6,500 = \$26,000, presents a funding gap is \$26,000 - \$8,914.17 = \$17,085.83 for the remainder of the year.
- The 2022 budget includes \$25,600 in credit from the 2021 zero balance incentive.
- Does the HOA Board want the \$100 Credit Program in 2023 for homeowners with zero balance by 1/31/2022? A total of 255 (87.3%) homeowners qualified for the credit program (\$25,600 cost) in 2021. There are a total of 292 homeowners in Oak Bluff Estates, Phase 2.

The Treasurer recommended that the HOA Board approve a transfer of \$20,000 from the Reserve Account to the Operating Account to plan for expected operating expenses for the remainder of 2021. A motion by Stacey Foster to approve the transfer of \$20,000 from the Reserve Account to the Operating Account was seconded by Pat Martin. The motion carried.

This concluded the Treasurer’s report.

VI. Old Business

A. 2022 Proposed Budget

The Board reviewed and discussed the 2022 Proposed Budget. A motion by Shane Hall to approve a budget of \$78,060.00, with annual assessments of \$355 was seconded by Eric Hixson. The motion carried. The Board will decide at the next meeting whether to continue with the “Good Standing” credits for owners with zero balances as of February 1, 2022.

B. 2021 Annual Meeting (Status Update)

The date of the Annual Meeting has been confirmed for Wednesday, November 10, 2021, 7 p.m., at The Oaks at Forest Creek, 99 Twin Ridge Pkwy., Round Rock, TX 78664. Residents will be encouraged to come for dinner and refreshments at 5 p.m.

VII. New Business

A. Resolutions Review & Approval (2021 New Legislation)

The Board reviewed the following three (3) resolutions related to new laws passed during the most recent legislative session: 1) Swimming Pool Enclosure Guidelines; 2) Religious Item Display Guidelines; and 3) Bid Solicitation Process.

A motion by Stacey Foster to approve the following changes to the Swimming Pool Enclosure Guidelines resolution was seconded by Pat Martin:

“b. The swimming pool enclosure shall be black in color, or a color approved by the Architectural Control Committee, and consist of transparent mesh or clear panels set in metal frames.”

The motion carried.

A motion by Pat Martin to approve the Swimming Pool Enclosure Guidelines resolution with the changes was seconded by Stacey Foster. The motion carried.

A motion by Eric Hixson to approve the Religious Item Display Guidelines resolution was seconded by Steven King. The motion carried.

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A motion by Shane Hall to approve the Bid Solicitation Process resolution was seconded by Stacey Foster. The motion carried.

There is another change to the law, regarding the restriction of security measures that will require the HOA attorney to draft a specific resolution based on the HOA's governing documents. The board approved having Spectrum contact the HOA attorney to draft a resolution related to restrictions on security measures.

VIII. Committee Reports

A. Common Area Maintenance Committee

The Common Area Maintenance Committee was presented by Pat Martin. She would like to propose a specific budget to be spent from the Capital Improvement funds.

There are five (5) residents who have volunteered to have improve the CR123 property and serve on the Land Management Committee: Billie Joe Kirking, Ben Thompson, Matt Hughes, Mary Ellen Looger, and David Parkansky.

A motion by Stacey Foster to appoint to the five (5) residents to the Land Management Committee was seconded by Pat Martin. The motion carried.

B. Social Committee

The Social Committee report was presented by Stacey Foster. The HOA will be participating in National Night Out on October 5, 2021. They are registered with the City of Round Rock for NNO. They also have a call out to Kona Ice and they have a call out to law enforcement. They would also like to do a hot dog grill. Bunko has been reignited successfully. Informal commitment to hold community garage sales on first weekends in May & October.

C. Dell Diamond

Steven King has offered to host the Board in the Intel suite at Dell Diamond. The Board will be attending on Friday, September 24. Gates open at 6 p.m.

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

IX. Executive Session

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

The Board Executive Session commenced at 8:59 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 will be held on Tuesday, October 19, 2021, 7 p.m.

XI. Adjournment

The meeting was adjourned at 9:41 p.m.