

**MINUTES OF A MONTHLY MEETING OF THE OAKS HOMEOWNERS ASSOCIATION**  
**HELD ON APRIL 15, 2019 AT PEARLAND RECREATION CENTER- ZONE ROOM, 4141**  
**BAILEY RD, PEARLAND, TX**

**BOARD DIRECTORS PRESENT**

Jan Naughton  
Andy Rathbun  
Robin Mathiason  
Andy Dietrich  
Wesley Boyer  
Mitchell Sykes

**DIRECTORS ABSENT**

Tim Gordon

**IN ATTENDENCE**

Kristi Cole of Graham Management was present and took meeting minutes. Scott Weinstein, Julia & Mike Cramer, and Kimberly Rathbun were also in attendance for Open Session.

*Executive session began at 6:30pm.*

Mr. Weinstein addressed the board in executive session for a request to waive late fees and interest. He also requested that there be more specificity in the violation letters. Management will address this the inspectors.

**FINANCIALS**

- Month ending March 31, 2019 were reviewed and approved.
- Total operating funds are \$472,790.55. Total reserves are \$570,028.85. Total project funds are \$46,297.15.
- The association is 91% collected for 2019.
- WO42009-Request to waive late fees and interest unanimously denied.
- WO1B0284-Request to waive late fees and interest was denied by a vote of 4-2.
- WO20201-Request to place account on hold was unanimously denied.
- WO1A0103-Request to waive late fees was denied by a vote of 4-2.

**LEGAL REPORT**

Legal reports were reviewed for Holt & Young & Melisa Jordan.

- WO2A0156-Board unanimously approved to send to the attorney to resolve an improperly stored boat.
- WO1B0258- Board unanimously approved to send to the attorney to resolve repairing or replacing fence and gate and for a rust stain on siding.
- WO30418-Mr. Rathbun advised that this violation was remedied over the weekend. Management will make notes and close on next inspection.
- WO20102- Board unanimously approved to send to the attorney to resolve rotted trim around garage door and for paint or power wash garage door.
- WO30311- Board unanimously approved to send to the attorney to resolve a driveway extension without approval.

**DEED RESTRICTIONS**

Deed restrictions were reviewed with following actions.

- WO2A0148-The board unanimously agreed to grant a 15 day extension to repair the shutter to open it during previously agreed to times of 6am -6pm.

*Open Session was convened at 7:15 pm. Board voted on items under Financials, Legal Report and Deed Restriction Report.*

### **GUEST SPEAKER**

Chuck Peterson with Enterprise Pipeline was present to request permission to survey the easements for the addition of a pipeline. He advised that there is a high probability that a pipeline will be put in that area. The management company shared concerns regarding prior destruction from other companies. Mr. Peterson assured the board and management company that if the pipeline is installed, an agreement can be reached with specific terms for conduct during and after construction. The board agreed to grant Enterprise permission to survey the property. Management will sign agreements and forward to Mr. Peterson.

### **MINUTES**

The March 18, 2019 minutes were reviewed and approved as written.

### **NEW BUSINESS**

None.

### **OLD BUSINESS**

Actions Taken Outside a Meeting:

- The board ratified the following:
  - The board voted via email to approve the additional funds of \$7,256.25 for Fencecrete to add 75 LF of concrete fence and remove 555 LF of fencing.
- Property Services Pool roof proposal was denied.
- The McKenna drainage and pool roof repair were tabled until the May meeting.
- The proposal for Lawnscape Solutions was denied.
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### **MANAGEMENT REPORT**

- Parking/Towing Policy was unanimously approved for no parking between the hours of 10 pm and 7 am.
- The board unanimously approved to purchase (2) 24 x 24 signs from ADDI Digital Printing at a cost of \$80.74 each; (1) 8' pipe post at a cost of \$44.85; and, (1) pipe bracket at a cost of \$14.56. ADDI is approved to install the sign at a location to be determined. The sign will say:  
WEST OAKS HOA  
Playground, Pool & Pavilion  
For homeowner use only  
Violators will be prosecuted
- Management is currently seeking proposals to power wash the concrete fence at West Oaks Circle; monuments and stone pillars; playground and pavilion; and, pool decking and sidewalk. The board agreed to vote on the proposals via email.
- Mr. Rathbun will place the pool hours and rules in the bulletin board at the pool.
- Poseidon will be responsible for checking the 911 phone as part of their responsibilities.
- A chain link fence will be temporarily installed at the pool while the concrete fence is being installed.
- The board agreed to table a camera discussion until after the installation of the new fences.
- The board agreed to vote via email. Management will put VOTE REQUIRED in the subject line.
- A proposal for leveling on the sidewalk from West Oaks Circle South to Carlestone Elementary was approved 4-1 with one director abstaining from the vote. The work will be scheduled for June, after school is out.

- Interior Green advised that the deer is in good shape. The wreaths need to be stripped and re-worked. The garland is not in good enough shape to re-use. The lights that were used last year were incandescent, not LED, and are not working. They will provide a proposal to restore the decorations back to the condition they were in prior to 2018 installation.
- There was discussion regarding a home on Old Oaks Boulevard who has property owned by the HOA fenced. Previous boards were aware of this but took no action at the time. Management will consult with a real estate attorney on options for resolution.

#### **HOMEOWNERS FORUM**

No items brought up

#### **NEXT MEETING DATE**

The next meeting date is May 20, 2019.

#### **ADJOURNMENT**

There being no further business, a motion to adjourn was made at 8:30 pm and unanimously approved.