

# **Oak Bluff Estates, Phase 2 Subdivision, Homeowners' Association**

## **BOARD OF DIRECTORS MEETING**

25 Meandering Way, Round Rock, TX 78664

Thursday, July 13, 2017

7:00 p.m.

### **MINUTES**

#### **I. Call to Order**

The meeting was called to order at 7:04 p.m.

#### **II. Establishment of Quorum**

Board Members Present: Tom Castro, Dale Ricklefs, Deke Kittrell, Lamar Urbanovsky, and Richard Caponigro. 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 Homeowners comments for the open forum.

#### **IV. Approval of Prior Meeting Minutes (June 2017)**

A motion by Rick Caponigro to approve the Minutes from June 2017 was seconded by Lamar Urbanovsky. The motion carried and the Minutes were approved.

#### **V. Financial Review**

The Treasurer reviewed the Association financials and all accounts are in good standing. The Treasurer pointed out a number atypical charges in the financial report, but they were all substantiated costs. The Board reviewed the financials and moved to next order of business.

#### **VI. Old Business**

- A. Proposed Bylaws
  - 1. Final Wording

The proposed wording for the introduction to homeowners for the vote on the Bylaws revision will be drafted by Spectrum for Board review.

- 2. Voting Process

The proposed voting process for the Bylaws was discussed. Voting will take place from August 15, 2017, through September 15, 2017. Spectrum will send both postcards and emails to owners regarding the upcoming vote. The voting on the Bylaws will be a "Yes" or "No" vote. The online voting will be conducted through VoteHOANow.

#### **VII. New Business**

- A. 2018 Draft Budget

The Board reviewed the draft 2018 Draft Budget presented by Spectrum and approved changes. The Budget will be presented for approval at the next meeting.

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### **VIII. Committee Reports**

#### **A. Architectural Control Committee**

The Architectural Control Committee (ACC) did not report.

#### **B. Common Area Maintenance**

Jim Wallen presented the Common Area Maintenance Committee report. Jim has talked to Emily Pridgeon (Greater Texas Landscapes) regarding the high repair costs, but she did not have a full explanation for the costs. Regarding landscaping, the Lantana will be replaced on Friday, July 14, by Greater Texas Landscapes at no cost to the HOA.

He also presented the seasonal color bid from Greater Texas Landscapes of \$1800. The Board will consider postponing the current Fall color change-out and implement the proposed seasonal color change in plantings, depending on the schedule for the Fall color installation. Jim Wallen will check on the schedule and report back to the Board and a decision will be made at that time.

Jim Wallen has obtained bids for a picnic table as well as concrete pad bids for the vacant land owned by the HOA. One bid was for a 12' x 12' x 4" concrete pad for \$1650 and another for a 14' x 14' x 6" concrete pad for \$2000.

The Board discussed potentially conveying the property to the City of Hutto. The issue will be tabled on the concrete pads until discussions are held with the City of Hutto. The conveyance of the property will require a vote of the homeowners. Rich Caponigro will be reaching out to the City of Hutto to provide additional information regarding the conveyance of the property. The Board also requested that he ask if they would be amenable to accepting deed restrictions if the property is conveyed to them.

Jim Wallen presented bids of \$900 to shred the 15 acres and another bid for \$100/month to mow a walking path.

Jim Wallen will present verbiage for signs for the property at the next meeting.

#### **C. Social Committee**

The Social Committee reported on the 4<sup>th</sup> of July event. Ice cream and drinks were served. The crowd was smaller than in previous years, with only about 60 people in attendance. Popsicles and water were the most popular items. No ice cream trucks were available six weeks out, so the committee will need to reserve one sooner for future celebrations.

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

### **IX. Executive Session**

#### **A. Aging Report**

#### **B. Violation Report**

#### **C. ACC Requests**

The Board Executive Session commenced at 8:31 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.

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### **X. Reconvene to Board Meeting**

A motion by Deke Kittrell was seconded by Lamar Urbanovsky to affirm that Spectrum would follow the Schedule of Collection Procedures/Collection Policy. The motion carried.

The next Board meeting will be held on Thursday, August 17, 2017, 7:00 p.m., 78 Twin Ridge Pkwy.

### **XI. Adjournment**

The meeting was adjourned at 8:43 p.m.