

OAK PARKE HOMEOWNERS ASSOCIATION, INC.

Minutes of the Monthly Meeting of the Board of Directors
November 18, 2008

The meeting of the Board of Directors (the "Board") of Oak Parke Homeowners Association, Inc. (the "HOA") was held at 7:00 p.m. on November 18, 2008 at Bethany Lutheran Church.

In attendance were Chris Driggs, Pam Monday, and Scott Robuck, Directors; Carl Gamble, Property Manager; and Ginger Grissom, Zeke Salinas, Tiffany Hall, and Dorothy Capak.

1. **Call to Order.** After determining that a quorum was present, the meeting was called to order by Pam Monday at 7:00 p.m.

2. **Minutes.** Scott Robuck moved that the minutes of the October 21, 2008 meeting be approved. Chris Driggs seconded, and the motion carried.

3. **Members' Comments.** There were members' comments as follows:

(a) A Member complained of the on-going problem with garbage along the drainage ditch between Aspen Creek and Leadville. There was discussion that the City's responsibility was for drainage only. Scott Robuck stated that he had obtained quotes on clean-up of that area and that it would cost \$40 per trip. The Member stated that was a ridiculous price and that it should be done for much less. There was also discussion that Circle C Landscaping Company should do this. However, their contract only requires them to clean this area 2-3 times per year and the Member stated that it needed to be done more often. The Member stated that she would be happy to obtain quotes. Scott Robuck moved that the Member obtain quotes and present it to the Board for approval. The motion carried.

(b) A Member also complained of graffiti in our neighborhood. Chris Driggs stated that the HOA had paid to have the graffiti removed and that it was very expensive to do so.

4. **Committee Reports.**

(a) Activity Committee. Tiffany Hall reported that the Fall Festival had a decent turnout. The committee was able to stay under budget because residents brought cookies. The committee had electricity problems, and Carl Gamble said that he would fix this problem in time for the Christmas activities. Ms. Hall stated that there was very little Member participation in the on-line voting for the Halloween home decorating contest. She also discussed that the same Members tend to win the contest every year. The

Activity Committee will try the on-line voting again for the Christmas decorating contest. They will also decide if they should allow the same Members to win each year.

The committee will decorate the common areas for the Christmas holidays on December 7th. The next scheduled activity is Holiday in the Park, which will take place on December 14th and be sponsored by Member/Realtor Amy McDonald.

As for events planned in 2009, Ms. Hall stated that the residents want to see different events. However, no one wants to volunteer. A movie night was discussed where residents would bring snacks to share.

(b) Pool Committee. Chris Driggs reported that the pool drain must be replaced to stay in code with law. The new key system has been approved, but the Board will wait until the winter months to install the upgrade.

(c) Landscape Committee. The Member (see above) will get names of people interested in helping with trash control. Scott Robuck will be planting wildflowers. The Board has also approved \$750-800 to have the playscape resealed. Any graffiti carved into the playscape will be sanded when the resealing is done.

(d) Parking Committee. Zeke Salinas reported on sales of residential parking permits for the 2008 calendar year, and that it is time for residents to purchase 2009 parking permits. Mr. Salinas will place a notice on the HOA Bulletin Board and Scott Robuck will send out an email notice advising residents to purchase their 2009 permits. Carl Gamble will have a check issued so that Mr. Salinas can pay the City for the permits. The HOA will be reimbursed once the residents pay for the permits, and Mr. Salinas will provide an accounting.

Mr. Salinas has been monitoring Shavano for the parking permit program. He feels it is getting close to being eligible. He suggested getting a petition together for Spring 2009. To do this, he will need volunteers to go door-to-door with petitions.

(e) Deed Restriction Committee. Scott Robuck reported that he is still reviewing the documents prepared by Zeke Salinas.

(f) Security Committee. There was discussion that the light over the mailboxes is not working properly and must be fixed. Carl Gamble will have MRP Services fix this problem.

(g) Nominating Committee. There was discussion of the best way to obtain persons interested in running for the upcoming Director's position. Anyone interested in the Director's position should contact Ginger Grissom at ggrissom999@gmail.com or John Basham at snoopy-john@austin.rr.com.

(h) Website Information. Scott Robuck reported on web site changes, and that at some point the HOA will be switching web hosts.

5. **Property Manager Reports**

(a) HOA Attorneys. It was discussed that the HOA needed to be more aggressive with collection problems. Carl Gamble stated that attorney Connie Heyer would be a better attorney for the HOA for these purposes. Pam Monday moved that Carl Gamble choose the attorney for the collections process. Scott Robuck seconded this and the motion carried. Carl Gamble will obtain fee information from Connie Heyer. The Board agreed that Susan Haney should continue handling the collections that she currently has, but that new matters would go to Ms. Heyer. Attorneys' fees for collection matters are the responsibility of the homeowner with the collection problem and will be posted to the individual homeowner's account. To the extent that liens can be placed on properties with collection problems, it will be done once Ms. Heyer takes over the collection process.

(b) Delinquency Report. To be discussed in Executive Session.

(c) Deed Restriction Violations Report. To be discussed in Executive Session.

(d) Homeowner Concerns. Barking dogs have continued to be a problem. This concern is not within the HOA's power. A discussion followed regarding possible steps to be taken to correct these problems. As discussed in the May 2008 meeting, solutions are as follows: (1) First confront the neighbor about the problem; (2) Consider possible mediation with the neighbor; (3) Report the incidents as they occur with the 311 operator and be sure to ask for an incident number; (4) Complete a Complaint form and file it with the Municipal court; and (5) Complete an Affidavit for Warrant of Arrest and Detention. The Complaint and Affidavit for Warrant of Arrest and Detention forms are attached to these meeting minutes.

(e) Garage Sale Permit Requests. There were no garage sale permit requests.

(f) Pool Party Request Report. There were no pool party requests.

(g) Manager's Action Items Report. Refer to discussion of budget below.

6. **Old Business**

(a) Keep Brodie Wild Fees. Pam Monday reminded everyone that the Brodie Wild non-profit has taken over the Bethany apartment issue. The HOA has been relieved of all responsibilities for this project. Attorneys' fees for this project will be the sole responsibility of the non-profit and not of the HOA. For more information, go to www.KeepBrodieWild.org.

7. **New Business**

(a) Next Meeting Date. It was discussed that monthly meetings were no longer necessary, and that we should switch to having meetings every other month. There will not be a December meeting due to the holidays.

(b) Remote Control Timers/Saving on Energy Costs. There was discussion about remote control timers for saving on electricity for pool lights, pumps, and other electrical items. Scott Robuck stated there would be an initial cost for this, but that it should conserve electricity and pay for itself over time. The Board will place this item in next year's budget. It was also discussed that at some point the Board should consider alternatives to the gas lanterns to conserve on utilities. Solar panels were also discussed as a possibility to conserve on utility costs.

(c) Budget. The Board discussed a number of budget items (including utility costs, an increase in insurance costs, and upcoming items that needed to be addressed to maintain the common areas and equipment). The Board will work on the budget so that it is complete by January 1st.

(d) Dues. The Board agreed to raise monthly dues to \$40 per month beginning January 1, 2009. This is an increase of \$2 per month, and is necessary due to increasing utility costs, increasing insurance costs, and the continuing need to keep the reserves at a level where we can maintain the common areas and equipment.

8. **Adjournment.** The meeting was adjourned at 8:30 p.m.

Chris Driggs, President

Attachments:

(1) Affidavits Re: Barking Dogs (same attachments from May 13, 2008 minutes)