

# White Oak Springs

2022 Annual Meeting

October 20, 2022

Location: VFW located at 21902  
Northwest Fwy, Cypress, TX 77429

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# Agenda

- Establishment of Quorum
- Introductions
- Review and approve minutes from 2020 Annual Meeting
- Nominations & Election of Directors
  - 2 Open Positions for 2 Year Terms
- Counting of Ballots
- Other business
  - 2022 Financials
  - 2023 Budget
  - Homeowners Forum
- Announcement of Election Results
- Adjournment



# introductions

- Marie Godard – President
- Eugene Watkins – Treasurer
- Ronda Shepherd-  
Secretary
- Erika Valdez - Director
- Aldo Garcia Director



# 2021 Minutes

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held on Thursday, October 21, 2021, at Holiday Inn Express & Suites Hotel at 10520 Huffmeister Rd, Houston, TX 77065 at 7: 00 p.m.

## 1) Quorum/Call to Order

Quorum was established by proxy and attendance. Board Treasurer, Marie Godard, called the meeting to order at 7:00 pm.

### Board of Directors Present:

Samuel (Eugene) Watkins – President    Jay Hooper – Secretary  
Marie Godard – Treasurer    Aldo Garcia – Director

### Directors Absent:

Erika Pena- Valdez – Director

### Community Member(s) Present:

There were 18 homeowners present and 3 proxies received.

### Community Manager:

Rebecca McCleary was present from Action Property Management

## 2) Minutes

Board review annual meeting minutes from 10/18/2020 and approved by Marie Godard, Treasurer.

## 3) Nominations and Elections of Directors

Marie Godard opened the floor for elections stating there are three open positions for two-year terms up for elections this year. Aldo Garcia introduced the running candidates being Marie Godard, Erika Pena-Valdez and Rhonda Shepherd. Each present candidate stood and gave their bio speech and Aldo Garcia read Erika Pena-Valdez's as she could not be in attendance. There were no floor nominations.

## 4) Election Results

By acclamation, Marie Godard, Erika Pena-Valdez, and Ronda Shepherd will fill the open terms for the Board of Directors.



# 2021 Minutes Cont

## 1) Financial Report

Marie Godard provided a brief breakdown of the financial report on 2021 finances and bank balance. Due to upcoming contracts being the electric, trash and lawn, inflation on vendor prices rising, it was approved to raise the 2022 assessment from \$475.00 to \$500.00.

## 2) Other Business

A quick review of new business was reviewed.

- 2021 Legislation Changes to Policies from the Senate Bill – 1588 effecting White Oak Springs was discussed as follows:
  - 1. TREC Filings & New Management Certificate Requirements – TPC 209.004  
Effective Date: December 1, 2021. If no changes are required on the certificate, the filing deadline with TREC will extend to no later than June 1, 2022
  - 2. Architectural Review Committees & Appeals – TPC 209.00505. Effective Date: September 1, 2021.  
What's New: Directors [board members], their spouses and other members of their household may no longer serve on architectural review committees (ACC/ARC).
  - 3. Board Meeting Notice Deadlines & Budget Restrictions – TPC 209.0051  
Effective Date: September 1, 2021. What's New: Notice of any regular board meeting must now be provided at least 144 hours (6 days) in advance, rather than the current stipulation of 72 hours (3 days) notice. Special meetings must have 72 hours (3 days) of notice provided. These notices can be posted or emailed.
  - 4. Bids Required for \$50k + Service Contracts – TPC 209.0052. Effective Date: September 1, 2021.  
What's New: Service contracts for more than \$50,000 require solicitation of bids under an established bidding process determined by the association
  - 5. Collections Process Modifications – TPC 209.0064-65. Effective Date: September 1, 2021. What's New: Collections notice letters, or "209" notices, must now also provide an owner with 45 days to cure the delinquency rather than 30 days. Any attorney's fees incurred must be "reasonable"
  - 6. Violation Hearing Procedures – TPC 209.007. Effective Date: September 1, 2021. What's New: All covenant violation appeals are now made to the board only. The option to have a committee hear the appeal has been eliminated.
  - 7. Rental Rules – TPC 209.016. Effective Date: September 1, 2021. What's New: Addition of subsection 209.016(e), which states that an association may obtain the name, mailing address, phone number and email address of each person who will reside at a leased property, as well as the start date and term of the lease.
  - 8. Justice Court Jurisdiction – TPC 209.017. Effective Date: September 1, 2021. What's New: An owner may now sue a POA/HOA for a violation of Chapter 209 in Justice Court. Note that justice courts in Texas have jurisdiction over civil matters in which the amount in controversy is not more than \$30,000.

# 2021 Minutes Cont.

9) Religious Displays – TPC 202.018. Effective Date: September 1, 2021. What's New: Religious items may be displayed anywhere on the owner's property without size restrictions. Previously, an owner could only display religious items on the entry of the dwelling and size restrictions applied.

10. Swimming Pool Enclosures – TPC 202.022. Effective Date: September 1, 2021. What's New: A property owner's association (POA) may not prevent an owner from installing a swimming pool enclosure on the owner's property that conforms to applicable state or local safety requirements. A POA may enforce rules that govern the appearance of the enclosure; however, a POA cannot prohibit an enclosure that consists of black metal frames with transparent mesh panels.

11. Security Devices and Fences – TPC 202.023. Date: September 1, 2021. What's New: Associations may not prevent owners from installing security measures like cameras, motion detectors, or perimeter fences on the owner's property. However, associations may prohibit installing these measures in places other than the owner's property and can regulate the type of fencing.

12. Resale Certificate Fees – TPC 207. Effective Date: September 1, 2021. What's New: POAs may not charge more than \$375 for a resale certificate and \$75 for an updated resale certificate. In addition, certificates must now be provided within five business days (previously 7) after a second request is sent by certified mail. Failure to deliver the certificate within this time frame will subject the POA to liability for up to \$5000 in damages in addition to court costs and attorney fees.

13. Governing Documents Must be Posted on the Web – TPC 207.006. Effective Date: September 1, 2021.

## 7) Open Forum

Homeowners brought concerns before the board such as:

- a large trailer on Gentry being parked
- the new camera system in stalled and how its working
- prostitute spotted in community
- entry way park coming soon
- 90-day traffic light study being conducted again
- resurfacing project in Hemwick Place which will close street down for possibly a year.

## 8) Executive Meeting

Following the members meeting, the board members voted for the positions of the board. Results are:

- Marie Godard, President
- Torida Shepherd, Secretary
- Eugene Watkins, Treasurer
- Aldo Garcia, Director
- Erica Pena-Valdez, Director

## 9) Adjournment of Executive Meeting

- First Quarterly Community Meeting will take place in the 2022 and TBD at this time.

With no further business to be brought before the board members the meeting was adjourned at 7:48 p.m.

Approved: Board Member

White Oak Springs HOA

# Nominations & Elections of Directors

- 2 terms expiring for 2 year terms:
  - *Samuel (Eugene) Watkins (Incumbent)*
  - *Aldo Garcia (Incumbent)*
  - *Eddie Smith*

- Nominations from the floor: (if any)

- \_\_\_\_\_

- \_\_\_\_\_

- Appoint TWO Vote tabulators:

- \_\_\_\_\_

- \_\_\_\_\_





# Other business

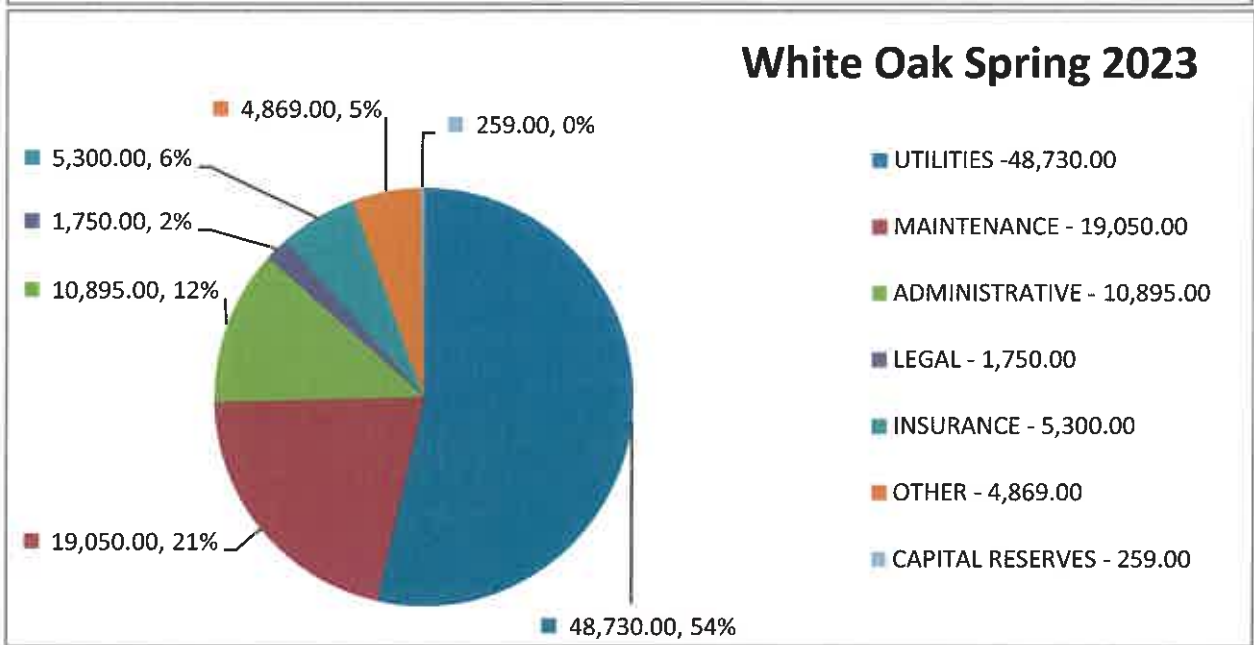
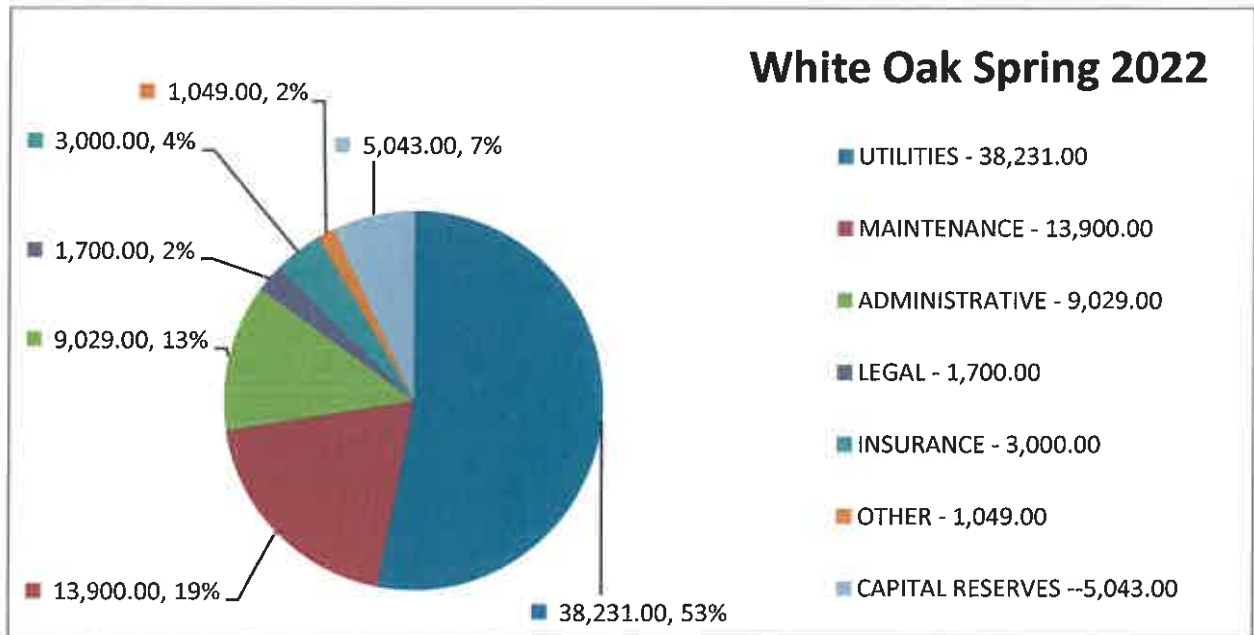
- Please see enclosed chart and spreadsheet
- 2022 Financials
- 2023 Budget
- Homeowners Forum



# Association Information

- Deed Restrictions & Modifications
  - Please contact Action Property Management at 713-686-4692 or [apm@actionproperty.net](mailto:apm@actionproperty.net) for questions about deed restriction violations and modification requests.
- Website
  - Visit [www.actionproperty.net](http://www.actionproperty.net) and click on the link for “White Oak Springs” for more information.
- Financial information
  - A copy of the 2022 year-to-date financials and 2023 Budget

**WHITE OAK SPRINGS HOA**  
**2022 Preliminary Year-End & Preliminary 2023 Operational Budget**



*What your @500.00 - 2022 Assessment's paid for and how it was applied!!!*

*Utilities - \$260.67*  
*Maintenance - \$98.60*  
*Administrative - \$63.24*  
*Legal - \$11.91*  
*Insurance - \$21.24*  
*Other - \$9.30*  
*Reserve - 35.04*

**PLEASE TURN PAGE OVER FOR FINANCIAL BREAKDOWN**

WHITE OAK SPRINGS @ \$635.00  
2022 PROJECTED & 2023 BUDGET

PAGE 1

	2022 Actual Jan-Sep	2022 Projected Year-End	2022 Operational Budget	2023 Budget
<b>** I N C O M E **</b>				
4010	2020 ASSESSMENT INCOME	0.00	0.00	0.00
4011	2021 Assessment Income	256.66	250.00	0.00
4012	2022 Assessment Income	69,500.00	69,500.00	200.00
4013	2023 Assessment Income	0.00	0.00	88,265.00
4020	Interest & Penalty Income	432.53	432.00	400.00
4030	Collection Fees Reimbursement	170.00	170.00	120.00
4040	D/R Enforcement Income	300.00	400.00	400.00
4050	Payment Plan Income	100.00	100.00	50.00
4060	Legal Fee Reimbursement	965.23	1,000.00	800.00
4070	D/R Mowing Reimbursement	0.00	0.00	0.00
4080	Bank Interest Income	96.11	100.00	100.00
4090	Miscellaneous Income	0.00	0.00	0.00
	TOTAL INCOME	71,820.53	71,952.00	90,335.00
<b>** E X P E N S E S **</b>				
<b>** MAINTENANCE **</b>				
6110	Landscape Contract	5,400.00	7,200.00	8,400.00
6120	Landscape Extras	3,500.00	3,500.00	3,500.00
6130	Irrigation Repairs	670.52	2,400.00	3,000.00
6140	Signage and Fence Repair	457.63	500.00	3,000.00
6150	Force Mows	0.00	0.00	150.00
6180	Miscellaneous Repairs	262.06	300.00	1,000.00
	TOTAL MAINTENANCE	10,290.21	13,900.00	19,050.00
<b>** UTILITIES **</b>				
6210	Electricity	5,194.16	7,000.00	14,000.00
6220	Trash Service	17,292.75	24,065.00	26,400.00
6230	Water	1,783.47	2,100.00	2,800.00
6240	Cameras	4,256.00	4,256.00	4,600.00
6250	Website	350.67	350.00	400.00
6260	Storage	321.00	460.00	530.00
	TOTAL UTILITIES	29,198.05	38,231.00	48,730.00
<b>** ADMINISTRATIVE **</b>				
6310	Management Contract	5,263.38	7,100.00	8,425.00
6320	Management Extras	0.00	0.00	100.00
6330	Postage	475.21	750.00	850.00
6340	Copies	206.81	320.00	350.00
6350	Collection Expense	180.00	180.00	250.00
6360	Deed Restrictions Expense	205.00	350.00	370.00
6370	Other Administrative Services	0.00	0.00	200.00
6380	Office Supplies	27.91	29.00	50.00
6390	Meeting Expense	50.00	300.00	300.00
	TOTAL ADMINISTRATIVE	6,408.31	9,029.00	10,895.00
<b>** LEGAL **</b>				
6410	Legal Corporate	0.00	700.00	250.00
6420	Legal Billable	330.31	1,000.00	1,500.00
	TOTAL LEGAL	330.31	1,700.00	1,750.00
<b>** INSURANCE **</b>				
6510	Insurance D & O	0.00	0.00	1,100.00
6520	Insurance Genl Liab Pkge	600.00	3,000.00	4,200.00
	TOTAL INSURANCE	600.00	3,000.00	5,300.00
<b>** OTHER EXPENSES **</b>				
6610	Tax Return - Permits	200.00	200.00	250.00
6620	Taxes Federal	0.00	2.00	2.00
6630	Taxes Property	5.00	17.00	17.00
6640	Committee Expense	760.92	800.00	2,000.00
6670	Bank Charges	20.00	30.00	200.00
6680	General Reserve	0.00	0.00	(391.00)
	TOTAL OTHER EXPENSES	985.92	1,049.00	4,869.00
	TOTAL EXPENSES	47,812.80	66,909.00	90,594.00
	PROFIT OR (LOSS)	24,007.73	5,043.00	(259.00)