

# **White Oak Spring**



**March**

# **2022 Financials**

*White Oak Springs  
Homeowner's Association  
VFW  
21902 NW Freeway Cypress Texas 77429  
April 20, 2022*

*Agenda*

1. Sign-in 6:30pm
2. Meeting starts at 7:00pm (once Quorum is met)
3. Introduce Board & APM Representative
4. Approve February 10, 2022 meeting minutes - Community meeting notes from Secretary
5. Financial Report from Treasurer
6. Old Business/New Business (From Board)
7. Homeowner's Open Forum
8. Adjourn Meeting

**WHITE OAK SPRINGS HOMEOWNER'S ASSOCIATION INC.**  
**QUARTERLY COMMUNITY MEETING MINUTES**  
**February 10, 2022**

A quarterly community meeting of the homeowners of White Oak Springs Homeowner's Association, Inc. was held on February 10, at 7:02 p.m. at the Action Property Management on Cypress North Houston

**In Attendance:**

Board members in attendance were: Marie Godard (President), Eugene Watkins (Treasurer), Ronda Shepherd (Secretary), Erick Pena Valdez (Director) and Aldo Garcia (Director).  
Action Property Management (APM) member in attendance was: Lee Waldheim.

There were 13 total homeowners present.

**Call to Order:**

Having a quorum present, President, Marie Godard called the meeting to order at 7:06 P.M.

**Meeting location announcement:**

President, Marie Godard announced the reason for the change of venue was because the previous venue (Holiday Inn on Huffmeister) had doubled the cost of the rental of the conference room. APM provided this meeting room for free and the remaining meetings will be at the VFW off 290 (by donation),

**Introduction of 2022 Board:**

Ronda Shepherd, Secretary introduced the 2022 Board. From left to right: Erick Pena Valdez (Director), Eugene Watkins (Treasurer), Ronda Shepherd (Secretary), Aldo Garcia (Director), Lee Waldheim (APM representative), and Marie Godard (President).

**Review of Minutes:**

Ronda Shepherd reviewed and approved the minutes for quarterly community and executive meetings from July 15, 2021 and provided the executed copy to Lee Waldheim.

**Flock Camera announcement (old business):**

Erika Pena Valdez covered the footage obtained and maintained by the Flock Safety cameras (included a handout). She explained that the footage is held for 30 days and if a homeowner requests footage to do so by emailing the board. This footage can be used to give to the police to attach to a case. Also discussed was how a homeowner can add their license plates to the safe list by submitting the form on the website or by emailing the board. This is so the footage of their personal vehicles will immediately be deleted for privacy. A question was asked by a homeowner about exactly what the pictures show and it was explained that only the license plate is recorded day and night. Erika also mentioned that the local police stations have access to the list, this saves time from them having to contact the board and then having them board send the information. She clarified that the local departments have accessed this information recently.

### **Action Property:**

Action Property provided members of the community in attendance a homeowner's handout that included:

- Meeting agenda
- Meeting minutes from July 15, 2021
- Financial Trail Balance and Income Statement

### **Financial Report:**

Lee Waldheim provided a financial report ending January 2022 with: total operating bank account funds of: \$69,332.48 and Reserves of \$51,087.41.

Misc. Expenditures: \$60 Roberto Correa (faucet) and \$862.75 Marie Godard (front entrance repairs, paint for brick wall, website fees and YOM gift cards)

Deed Restrictions: completed on January 10th

Resident Correspondence: No welcome packages sent this month

ACC Requests: 4 submitted and approved 1.26.2022, 1.27.2022 (2) 1.31.2022

General collections: APM has collected 99% of the 2021 assessments and 89% of the 2022 assessments.

Legal Proceedings: 1 account open with the attorney's office

Budget for 2022 shows general reserves for the loss amount of \$391.00

### **Old Business:**

**Trash Updates:** Aldo Garcia discussed the issues we had during the holidays with the trash service. He explained that two of the pickup days landed on observed holidays of the trash company. He also mentioned that they were running late on some days due to other delays such as employees out due to covid. A handout was provided and explanation of how to find their website under quick links on the WOS website. Also discussed was the type of trash and the weights that are accepted. A homeowner stated that she noticed that a lot of items get set out for trash that could be donated instead. Several suggestions were made for places that take donations and even come to your house to pick it up.

**Hemwick Road Project:** Eugene Watkins gave an update on the Hemwick road project stating that it had been delayed due to Harris County redrawing precinct boundaries. A handout was provided of the current timing of the project (Q3 2022) and the map of exactly where the street is being shut down. A homeowner pointed out that it shouldn't take more than a month to repave the neighborhood in which Marie answered that they were not only going to repave it, they were widening the street and fixing all the driveways connected to the street. Another homeowner asked how they were going to block off the road and Marie commented they were going to put up fencing and a trailer.

The discussion on Hemwick led to another homeowner asking why we couldn't put in speed bumps to slow the traffic down in our neighborhood. His work required him to drive into neighborhoods often and he noticed a lot had the small road bumps. Marie explained that the streets belonged to the precinct and not to the neighborhood, because of that we are not allowed to put in any obstructions that might affect the travel of emergency vehicles. The homeowner asked why we couldn't obtain rights to the streets and she explained that would carry a huge expense to the neighborhood as we would then be responsible for upkeep of the streets.

**Playground update:** Marie Godard announced the paperwork was all completed and after years of very hard work, it will be installed as early as next week! A handout was provided of the rendering of the playground along with the timeline. The Geo Dome and Spinner will be installed mid-April. The fence will also be installed next week. A homeowner asked if it will be locked and only available to WOS. Marie answered yes, it will have a lock and the keys will be available through APM. Ronda Shepherd presented the playground rules sign and asked that homeowners please help enforce the rules. Homeowners and board members are very excited about this great news.

**Weiser business park:** Marie Godard and Eugene Watkins provided a handout and update on the Weiser business park. Aerial views were included and discussed. The new stoplight at Fallbrook and Huffmeister has been installed but not yet working. There will be no direct streets leading into the neighborhood from this area, the main street (Fallbrook) will lead into the access road of 290. There is a live feed of the construction on the Trammel Crow website. This is a warehouse only type of business, there shouldn't be any other type of business running in this area. A homeowner asked if this is going to make the taxes for the neighborhood go up, Marie replied it should be the opposite, our taxes should go down. More concerns on traffic came up but we reassured there shouldn't be any traffic from this area going into the neighborhood.

### **New Business:**

**Communication:** Aldo Garcia announced the efforts being made by the board to better communicate with the homeowners. He reminded the homeowners of the HOA board email and the app "Remind" that can be downloaded. Remind sends out reminders to everyone signed up under the "class" White Oak Springs. Anyone in the community can send out announcements. Aldo also reminded everyone of the recent handouts made by the board on the doors of homeowners that included a contact form. This contact form will be used by the board to contact homeowners of important events (no violations will be emailed by the board; those are done by APM). Homeowners were asked to fill out and send in the form if they had not already done it.

**Newsletter:** Ronda Shepherd brought up the new newsletter format that was issued in late December. She explained how the front page included all the contact information for the HOA and meeting times and dates. We also included neighborhood events and activities and pictures of the Christmas and Halloween decorations. She then asked homeowners if there was anything that the community would like to see in the newsletter, a reminder to send in your ideas through the website submit a comment or question to your HOA Board. Nothing was requested at this time.

**Committees:** Ronda Shepherd announced that the board has formed two new committees, a maintenance committee and a gardening committee. The maintenance committee will help keep things in working order at the front of the neighborhood. On the schedule for them is to replace the lights that were stolen late last year. The gardening committee will be redoing the flower beds at the entrance and asking for volunteers to help and donations of/for plants.

**Easter Egg Hunt:** Ronda Shepherd and Erika Valdez announced that the Easter egg hunt was still going to be planned and held on April 9<sup>th</sup> (the 10<sup>th</sup> for rainout).

**Homeowners Forum:**

A homeowner asked about using the Bonaire pool. Aldo and Marie both answered by reminding we have partnered with Bonaire to utilize the two pools within their subdivision. The cost to get a key fob from APM is \$260 year one and \$130 for the annual renewal. The key fob provides access to the pools as well as the parks in Bonaire. The pools are open from May to September.

**Adjournment:**

Being there was no further business to come before the Board, the meeting was adjourned at 7:57 P.M.

Respectfully Submitted,  
White Oak Springs Homeowners Association, Inc

X

\_\_\_\_\_  
White Oak Springs HOA Board

Co Pd 3  
Co Yr 2022

WHITE OAK SPRINGS  
Monthly Summary  
For the month of March  
Year 2022

| Description               | Amount     | Year to Date |
|---------------------------|------------|--------------|
| MONTHLY INCOME            | 1,638.45   | 68,421.41    |
| TOTAL MONTHLY EXPENSE     | 3,789.57   | 17,119.76    |
| NET MONTHLY INCOME (LOSS) | (2,151.12) | 51,301.65    |
| <br>TOTAL CASH            |            | 112,553.26   |
| <br>CAB OPERATING ACCOUNT |            | 61,053.42    |
| CAB BANK RESERVES         |            | 51,499.84    |

03/31/22  
Co Pd 3  
Co Yr 2022

WHITE OAK SPRINGS  
Trial Balance  
For the month of March  
Year 2022

PAGE 1

| Account<br>No        | Description                        | Current Period  |                 | Year to Date Balance |                   |
|----------------------|------------------------------------|-----------------|-----------------|----------------------|-------------------|
|                      |                                    | Debit           | Credit          | Debit                | Credit            |
|                      | <b>** A S S E T S **</b>           |                 |                 |                      |                   |
| 1020                 | CAB OPERATING ACCOUNT              |                 | 2,735.99        | 61,053.42            |                   |
| 1050                 | CAB BANK RESERVES                  | 206.54          |                 | 51,499.84            |                   |
|                      | <b>** L I A B I L I T I E S **</b> |                 |                 |                      |                   |
| 2010                 | Accounts Payable                   |                 | 0.00            |                      | 0.00              |
| 2011                 | Unapplied Payments                 | 378.33          |                 |                      | -2,614.88         |
| 2012                 | Refund for Over Payment            |                 | 0.00            |                      | -100.87           |
| 2013                 | Assessment Pre-Payments            |                 | 0.00            |                      | 0.00              |
|                      | <b>** C A P I T A L **</b>         |                 |                 |                      |                   |
| 3110                 | Retained Earnings                  |                 | 0.00            |                      | 63,967.36         |
|                      | <b>** I N C O M E **</b>           |                 |                 |                      |                   |
| 4010                 | 2020 ASSESSMENT INCOME             |                 | 0.00            |                      | 0.00              |
| 4011                 | 2021 Assessment Income             |                 | 0.00            |                      | 256.66            |
| 4012                 | 2022 Assessment Income             |                 | 1,489.28        |                      | 67,089.89         |
| 4020                 | Interest & Penalty Income          |                 | 65.00           |                      | 154.06            |
| 4030                 | Collection Fees Reimbursement      |                 | 25.00           |                      | 70.00             |
| 4040                 | D/R Enforcement Income             |                 | 50.00           |                      | 225.00            |
| 4050                 | Payment Plan Income                |                 | 0.00            |                      | 0.00              |
| 4060                 | Legal Fee Reimbursement            |                 | 0.00            |                      | 599.42            |
| 4070                 | D/R Mowing Reimbursement           |                 | 0.00            |                      | 0.00              |
| 4080                 | Bank Interest Income               |                 | 9.17            |                      | 26.38             |
| 4090                 | Miscellaneous Income               |                 | 0.00            |                      | 0.00              |
|                      | <b>** E X P E N S E S **</b>       |                 |                 |                      |                   |
| 6110                 | Landscape Contract                 | 600.00          |                 | 1,800.00             |                   |
| 6120                 | Landscape Extras                   | 0.00            |                 | 0.00                 |                   |
| 6130                 | Irrigation Repairs                 | 20.52           |                 | 20.52                |                   |
| 6140                 | Signage and Fence Repair           | 0.00            |                 | 371.13               |                   |
| 6150                 | Force Mows                         | 0.00            |                 | 0.00                 |                   |
| 6180                 | Miscellaneous Repairs              | 0.00            |                 | 100.77               |                   |
| 6210                 | Electricity                        | 574.58          |                 | 1,782.65             |                   |
| 6220                 | Trash Service                      | 1,854.35        |                 | 5,563.05             |                   |
| 6230                 | Water                              | 8.04            |                 | 24.12                |                   |
| 6240                 | Cameras                            | 0.00            |                 | 4,256.00             |                   |
| 6250                 | Website                            | 0.00            |                 | 350.67               |                   |
| 6260                 | Storage                            | 29.00           |                 | 87.00                |                   |
| 6310                 | Management Contract                | 584.82          |                 | 1,754.46             |                   |
| 6320                 | Management Extras                  | 0.00            |                 | 0.00                 |                   |
| 6330                 | Postage                            | 33.00           |                 | 114.76               |                   |
| 6340                 | Copies                             | 29.26           |                 | 35.86                |                   |
| 6350                 | Collection Expense                 | 20.00           |                 | 110.00               |                   |
| 6360                 | Deed Restrictions Expense          | 5.00            |                 | 40.00                |                   |
| 6370                 | Other Administrative Services      | 0.00            |                 | 0.00                 |                   |
| 6380                 | Office Supplies                    | 0.00            |                 | 0.00                 |                   |
| 6390                 | Meeting Expense                    | 0.00            |                 | 0.00                 |                   |
| 6410                 | Legal Corporate                    | 0.00            |                 | 0.00                 |                   |
| 6420                 | Legal Billable                     | 31.00           |                 | 161.00               |                   |
| 6510                 | Insurance D & O                    | 0.00            |                 | 0.00                 |                   |
| 6520                 | Insurance Genl Liab Pkge           | 0.00            |                 | 0.00                 |                   |
| 6610                 | Tax Return - Permits               | 0.00            |                 | 200.00               |                   |
| 6620                 | Taxes Federal                      | 0.00            |                 | 0.00                 |                   |
| 6630                 | Taxes Property                     | 0.00            |                 | 5.00                 |                   |
| 6640                 | Committee Expense                  | 0.00            |                 | 332.77               |                   |
| 6670                 | Bank Charges                       | 0.00            |                 | 10.00                |                   |
| 6680                 | General Reserve                    | 0.00            |                 | 0.00                 |                   |
| <b>B a l a n c e</b> |                                    | <b>4,374.44</b> | <b>4,374.44</b> | <b>129,673.02</b>    | <b>129,673.02</b> |



03/31/22  
Co. Pd 3  
Co. Year 2022

WHITE OAK SPRINGS  
Income Statement  
For the month of March  
Year 2022

PAGE 1

| Account No | Description                   | Current Period | Y-T-D Balance | Year Budget |
|------------|-------------------------------|----------------|---------------|-------------|
|            | <b>** I N C O M E **</b>      |                |               |             |
| 4010       | 2020 ASSESSMENT INCOME        | 0.00           | 0.00          | 0.00        |
| 4011       | 2021 Assessment Income        | 0.00           | 256.66        | 200.00      |
| 4012       | 2022 Assessment Income        | 1,489.28       | 67,089.89     | 69,700.00   |
| 4020       | Interest & Penalty Income     | 65.00          | 154.06        | 600.00      |
| 4030       | Collection Fees Reimbursement | 25.00          | 70.00         | 100.00      |
| 4040       | D/R Enforcement Income        | 50.00          | 225.00        | 200.00      |
| 4050       | Payment Plan Income           | 0.00           | 0.00          | 40.00       |
| 4060       | Legal Fee Reimbursement       | 0.00           | 599.42        | 400.00      |
| 4070       | D/R Mowing Reimbursement      | 0.00           | 0.00          | 0.00        |
| 4080       | Bank Interest Income          | 9.17           | 26.38         | 100.00      |
| 4090       | Miscellaneous Income          | 0.00           | 0.00          | 0.00        |
|            | TOTAL INCOME                  | 1,638.45       | 68,421.41     | 71,340.00   |
|            | <b>** E X P E N S E S **</b>  |                |               |             |
|            | <b>** MAINTENANCE **</b>      |                |               |             |
| 6110       | Landscape Contract            | 600.00         | 1,800.00      | 8,000.00    |
| 6120       | Landscape Extras              | 0.00           | 0.00          | 2,000.00    |
| 6130       | Irrigation Repairs            | 20.52          | 20.52         | 1,000.00    |
| 6140       | Signage and Fence Repair      | 0.00           | 371.13        | 3,200.00    |
| 6150       | Force Mows                    | 0.00           | 0.00          | 150.00      |
| 6180       | Miscellaneous Repairs         | 0.00           | 100.77        | 1,000.00    |
|            | TOTAL MAINTENANCE             | 620.52         | 2,292.42      | 15,350.00   |
|            | <b>** UTILITIES **</b>        |                |               |             |
| 6210       | Electricity                   | 574.58         | 1,782.65      | 7,200.00    |
| 6220       | Trash Service                 | 1,854.35       | 5,563.05      | 23,000.00   |
| 6230       | Water                         | 8.04           | 24.12         | 2,400.00    |
| 6240       | Cameras                       | 0.00           | 4,256.00      | 4,800.00    |
| 6250       | Website                       | 0.00           | 350.67        | 310.00      |
| 6260       | Storage                       | 29.00          | 87.00         | 276.00      |
|            | TOTAL UTILITIES               | 2,465.97       | 12,063.49     | 37,986.00   |
|            | <b>** ADMINISTRATIVE **</b>   |                |               |             |
| 6310       | Management Contract           | 584.82         | 1,754.46      | 7,020.00    |
| 6320       | Management Extras             | 0.00           | 0.00          | 100.00      |
| 6330       | Postage                       | 33.00          | 114.76        | 800.00      |
| 6340       | Copies                        | 29.26          | 35.86         | 210.00      |
| 6350       | Collection Expense            | 20.00          | 110.00        | 100.00      |
| 6360       | Deed Restrictions Expense     | 5.00           | 40.00         | 225.00      |
| 6370       | Other Administrative Services | 0.00           | 0.00          | 200.00      |
| 6380       | Office Supplies               | 0.00           | 0.00          | 50.00       |
| 6390       | Meeting Expense               | 0.00           | 0.00          | 1,200.00    |
|            | TOTAL ADMINISTRATIVE          | 672.08         | 2,055.08      | 9,905.00    |
|            | <b>** LEGAL **</b>            |                |               |             |
| 6410       | Legal Corporate               | 0.00           | 0.00          | 250.00      |
| 6420       | Legal Billable                | 31.00          | 161.00        | 1,500.00    |
|            | TOTAL LEGAL                   | 31.00          | 161.00        | 1,750.00    |
|            | <b>** INSURANCE **</b>        |                |               |             |
| 6510       | Insurance D & O               | 0.00           | 0.00          | 1,100.00    |
| 6520       | Insurance Genl Liab Pkge      | 0.00           | 0.00          | 3,171.00    |
|            | TOTAL INSURANCE               | 0.00           | 0.00          | 4,271.00    |
|            | <b>** OTHER EXPENSES **</b>   |                |               |             |
| 6610       | Tax Return - Permits          | 0.00           | 200.00        | 250.00      |
| 6620       | Taxes Federal                 | 0.00           | 0.00          | 2.00        |
| 6630       | Taxes Property                | 0.00           | 5.00          | 17.00       |
| 6640       | Committee Expense             | 0.00           | 332.77        | 2,000.00    |
| 6670       | Bank Charges                  | 0.00           | 10.00         | 200.00      |
| 6680       | General Reserve               | 0.00           | 0.00          | (391.00)    |
|            | TOTAL OTHER EXPENSES          | 0.00           | 547.77        | 2,078.00    |
|            | TOTAL EXPENSES                | 3,789.57       | 17,119.76     | 71,340.00   |

03/31/22  
Co. Pd 3  
Co. Year 2022

WHITE OAK SPRINGS  
Income Statement  
For the month of March  
Year 2022

| Account<br>No | Description      | Current<br>Period | Y-T-D<br>Balance | Year<br>Budget |
|---------------|------------------|-------------------|------------------|----------------|
|               | PROFIT OR (LOSS) | (2,151.12)        | 51,301.65        | 0.00           |