

Meeting Notes – 3/16/2018

Good Morning, All! Marie and I met with Ann & Linda from PMG on Friday, 3/16/18 for a little over an hour. Per our conversation with them, we wanted to share the notes on all items that we discussed and received a resolution on with PMG. Going forward, all of these responses will be placed on the website for our fellow community members to see. This way, we will limit the amount of questions or concerns regarding "where do our HOA fees go or Money Spent via Board Members" and such.

NO COST or PAID BY COMMUNITY MEMBERS:

- Repaired 5 street lights – NO COST TO THE COMMUNITY-Centerpoint Energy
- Repaired damaged Dead End sign – NO COST TO THE COMMUNITY – Pct #3
- All street signs review, replace where old and new "No Outlet" installed – NO COST TO THE COMMUNITY – Pct #3
- Both Pipeline Easements mowed 3/14 – NO COST TO THE COMMUNITY- Kinder Morgan
- Feb 25 Door-Hanger letter and mailer - \$37 – PAID BY COMMUNITY MEMBER
- Removal of ugly fence at end of White Oak Point Ct - \$150 – PAID BY COMMUNITY MEMBER
- Pressure Wash and Soap to front entrance – 2 Marquees and Community brick wall - \$345 – PAID BY COMMUNITY MEMBER
- Annual Cost of Website (www.whiteoakspringshoa.com) \$250.71 – PAID FOR BY COMMUNITY MEMBER
- WEB DESIGN & DEVELOPMENT \$\$\$\$\$ – PAID BY COMMUNITY MEMBER

COMMUNITY FUNDS

- Replace damaged front entrance flag - \$94.18 – PAID BY COMMUNITY FUNDS
- Flag and Stand @ Annual Meeting - \$220.83 – PAID BY COMMUNITY FUNDS
- Annual Member Community Entrance Signs - \$51.96 – PAID BY COMMUNITY FUNDS
- Legal Fees to review pre-annual meeting letter demands - \$555.00 – PAID BY COMMUNITY FUNDS
- Multiple letters & mailers sent for Annual Election meeting 2/21 - \$1118.50 – PAID BY COMMUNITY FUNDS
- Front Entrance Lawn mowing – paid cash \$180 – RECEIPT SUBMITTED 3/16/18 FOR PAYBACK

ACTION ITEMS:

- Terminated Total Lawncare Services
- Terminated Recycle Collection 3/31 with bin collection (signs to be put at front and back entrances)
- Majority Vote to keep the 2 spots lights in the front entrance
- Speed Limit reduction is in progress with Precinct #3 (Application submitted 3/19 to Pct#3)
- Offer Community Pressure Wash – Community Discounts – TO DO (Each household pays for their own property)
- Working on getting walking trails around retention pond – TO DO (trying to find right avenue in order to get walking trails installed)

Items to review with PMG-Houston / Notes:

- Need Okay to show all HOA documentation except financials (due to delinquent accounts), but some financials to be communicates on WEBSITE as noted above (Approval granted for the income and expense pages of the financials)
- Majority Vote for SmartWeb to proceed as some of the board is not voting – how does this "Proceed with majority vote" work?
 - o Two open applications: (both items closed 3/16/18)
 - § Widen Sidewalk
 - § Pergola and Shed (Sept 2017)

- Townsq Open Requests
 - We've left comments but nothing is getting done, how do these get processed, then removed from Feeds (Linda to remove any closed items)
 - § Dead End Reflector – **WORK IS COMPLETED** – CLOSE - at no costs to the Community
 - § Pergola and Shed – 10826 White Oak Trace Dr - this has majority vote and needs an approval letter to be sent and **CLOSED**
 - § Storm Door – absolutely no feedback
 - § Pergola at 10830 White Oak Trace Dr – why don't we see this to Approve or Deny vote.
 - § Widen Sidewalk – Majority vote and needs an approval letter to be sent and **CLOSED**
 - Approval of Invoices – “Strongroom” software still doesn't give this access to Treasurer (save on the \$25 check fees for signature processing)
- **(Approval for Treasurer, Marie Godard to review all invoices was voted on the night of the election)**
 - Architectural Archives done via paper and missing approval letters minimally for Hendrix and Cordova (**Vote from three members to allow items for Hendrix and Cordova – letters from PMG**)
 - What happens to violation letters sent on approvals given to previous owners
- Linda -> For ARC changes, if the change is recent we can always send a violation letter to get them to correct the violation. Over 5-7 years, it's a statute of limitation. However, the bench is not a stationary item and you can easily move it. Just ask the homeowner to apply/reapply to have it voted on

Violation Letters and reissuing approval letters:

- Reissuing of Hendrix and Cordova letters. (PMG to issue approval letters as well as send email copies to HOA Board Members)
- Extension for J and M Wright is closed as they completed the work for pressure washing, painting garage trim and trimming the bushes after getting \$500 expense of bee removal between their walls. (**Work completed/extension not needed**)

CONTRACTS:

- Landscape proposals for entire same areas as before, but only after there is an agreement in place with Kindermorgan and Gulf South to charge back the mowing on their easements. Partial landscape proposals doesn't resolve the easement and MUD areas. (**Landscaping \$450 / Easement \$200 – Linda getting 3rd Bid**)
- Trash recycle collection (**To be collected 3/31/18 – signs to be put up at front and back of WOS**)
- Rejected payment of Jan and Feb invoices to Total Lawncare and disconnected the lawncare contract at \$1697/monthly with them, excluding any landscaping – mowing and edging only. Mulch, flowers, and tree hedging/trimming all extra charges.
- Do we bring Copy of 2.21.2018 meeting minutes to be approved at Community Meeting (**No PMG will bring meeting notes**)
- (Linda Le) Ratify -> Trash - Can I get a formal vote from the Board to remove the recycling only so that we can ratify it in the minutes for the upcoming Board meeting (**Linda confirmed, yes that a formal vote was received back in Feb.**)
- Barsalou and Associates and mis-use of HOA Funds (**Cease and Desist order sent on 2/26/18- Total amount due for Jan. \$555**)
- Ann mentioned getting the Electric Company to place our community on a Killiwatt Group Plan for costs savings (who is Killiwatt Partners when we are using StarTex) – (**3 year plan – broker rate contract expires 2020**)
- Missing Proxy and Ballots & tally sheets – any update on this (**Linda has scanned copies of those pre-election meeting, just missing those from Election Annual meeting**)
- Board Member Training (**Date changed to 4/6 or 4/25 – 1 P.M.**)
- How to get the walking trails around the retention pond (**Join the MUD Committee**)
- Beautification programs with Parks and Recreational
- MUD Committee since the retention pond is the MUDs to maintain
- Boy Scouts project for Eagle Badge
 - Amendments for website online copies, solar, spotlights, flags, generators – Status on quote

- (Linda Checking to see if amendments are already in place)
- Reduce PMG inspections from monthly to quarterly – what is the cost savings, where are other possible costs savings? (Ann to approve quarterly inspections – Reduction of PMG Fees by \$200 / month)
- How to notify or communicate to homeowners about the 3/31/18 bins to be brought out otherwise it's a \$12 plus taxes charge & rental to the end of the contract (signs being made / view website)
- UNDISCLOSED members on website – (Two WOS HOA Members not shown on website)
- Next Community Meeting to be held in APRIL
- PMG getting “Yard of the Month” quotations for board to review and approve so the “Yard of the Month” program can startup again.

Please review the information that has been provided above and let us know if you have any questions. Have a great week! Thanks, Jay!