

HAPPY ST PATRICK'S DAY!



# White Oak Springs

March

2023 Financials

**White Oak Springs  
Homeowner's Association  
Held at VFW  
21902 NW Freeway, Cypress, Texas 77429  
Thursday, April 19, 2023**

1. Sign-in 6:30pm
2. Meeting starts at 7:00pm (once Quorum is met)
3. Introduce Board & APM Representative
4. Approve January 18, 2023 meeting minutes – Community Meeting notes from Board Member
5. Financial Report from APM/Treasurer
6. Old Business (new business from last meeting)
7. New Business (Assessment fees 2023)
  - a. Crime Awareness
  - b. Next Community Meeting
8. Homeowner's Open Forum
9. Adjourn Meeting

# White Oak Springs Homeowners Association

## Quarterly Community Meeting Minutes

### January 18, 2023

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held Wednesday, January 18, 2023, at VFW Post 8905 at 21902 Northwest Fwy, Cypress, TX 77429 at 7:00 PM.

#### 1) Quorum/Call to Order:

Quorum was established by proxy and attendance. Board President, Marie Godard, called the meeting to order at 7:05 pm.

#### Board of Directors Present:

Marie Godard, President  
Aldo Garcia, VP/Treasurer

Eugene Watkins, Director  
Ronda Shepherd, Secretary

#### Community Manager:

Patricia Espinosa was present from Action Property Management (APM)

#### 2) Minutes

The attendees were given time to review the meeting minutes from July 28, 2022 and financial report for 2022 year ending. Several questions by residents were raised:

- ❖ There was an Insurance increase due to the installation of the playground and a resident wondered why the neighborhood wasn't informed. The board reminded that it was discussed in previous meetings.
- ❖ Questions about the trash service and why there are issues picking up the trash on time. Marie Godard discussed how the board had researched other trash companies but Texas Pride was the cheapest. The pickup issues were on the agenda for later discussion.
- ❖ There was also a question on why the community is paying for storage. Marie explained that we have to store the Christmas decorations, signs and other supplies for the neighborhood. This led into a quick discussion on the Christmas light installation. A resident mentioned that there are companies that will purchase, install and store Christmas decorations for a 2-story house for \$2-300.00. The board will gather quotes for this later in the year.

The minutes were then approved and signed by Ronda Shepherd, Treasurer.

#### 3) Financial Report

Aldo Garcia reviewed the following finance information for December end, 2022.

- There were deposits totaling \$27,331.60 in CAB Operating & Money Market accounts. Out of that \$27,140.00 was for 2023 assessments; \$75.00 was for d/r enforcement income and \$116.54 was for legal fee reimbursement income.
- Cash on hand at the end of the month was \$98,574.02. Of that \$45,176.15 is in the Mutual of Omaha operating account and \$53,397.87 is in the Money Market account
- General Collections:

- APM has collected 99% of the 2022 assessment and 39% of the 2023 assessment. There are 2 accounts that are delinquent on their assessment(s).

Aldo then reminded the residents that the 2023 assessments were now due and will be getting a late fee if not paid by January 31<sup>st</sup>.

- A resident informed the board that when making a payment online, it takes an extra day to be credited to the account.

#### 4) Old Business

- Commercial vehicle signs: Eugene Watkins discussed the commercial vehicle signs that were installed in July of 2022. These signs were placed by the precinct following a petition that was signed by residents. Anyone seeing commercial vehicles in the neighborhood after hours needs to call the sheriff non-emergency number and report it for enforcement. Eugene also mentioned the CCR restrictions of excessive parking. There have been complaints by residents having to go around all the extra vehicles.
  - ❖ A resident asked about confidentiality on calling in complaints and Eugene mentioned that it is confidential and you don't have to leave your name and number if you prefer not to.
- Crime awareness: Aldo Garcia covered the crime awareness mentioning the signs for the community meeting and the assessment reminder were stolen. Residents were asked if they "see something, say something" Aldo also mentioned that the board was looking into replacing the spotlights that were stolen last year.
  - ❖ A resident suggested not replacing the spotlights as there is plenty of lights from the streetlights in that area.
  - ❖ A resident suggested that the board could have security cameras mounted on the same post as the Flock cameras and its very cheap to monitor those. The board brought up that they have been considering that but the problem is the lack of WIFI for the cameras to load the images on the cloud for access, plus Flock Safety will not permit the additional camera if it not their installation.
- Flock camera management: Marie Godard discussed that the residents can now control their own accounts from the Flock website. If the resident has not logged on before, they will need to contact the board to get the email registered. After it is registered, the resident can go onto the website, pick reset password and put in their own password. The passwords and accounts are confidential with only the board able to see who is registered.
  - ❖ A resident asked what value the Flock camera system is bringing. Is it an expense that the neighborhood really needs and if it should be removed to help make up for other costs going up.
  - ❖ A resident stated that they do like the Flock cameras because its visible when entering the neighborhood and that can deter crime.
  - ❖ Another resident asked if we get any reports from the company that shows statistics. Should we force Flock to provide some kind of reports that shows how many people are in and out of the neighborhood and how many times it's been accessed by the sheriff office. The board responded that there are reports that can be run from the website but they need to be looked at.

- ❖ Another resident suggested to put a blinking light on the top of the Flock camera. They asked if the company would provide the light on top.
- ❖ Marie mentioned that the contract is coming up for renewal this year and that it only costs each resident \$35 a year through the assessments.
- ❖ A resident asked the board to consider having a meeting for this item only when the contract comes up for renewal.

## 5) New Business

- Removal reminder of Christmas Decorations: Ronda Shepherd reminded the residents that the Christmas decorations needed to be taken down by the 15<sup>th</sup>. Not only is this in the neighborhood CCR'S but also a Texas Property Code.
- Playground cleanup: Ronda Shepherd mentioned the litter on the playground and asked the residents to help keep it clean. There is a trash can available inside the playground area.
- Texas Pride trash service: Marie Godard let the residents know that the board is in contact with the trash company when pickup is late. When the trash was late it was just a day and not a week like some of the other neighborhoods. Marie also mentioned that sometimes the trucks may have to wait 6-7 hours at the landfill to empty the trucks, this puts them behind by a full day. They also are only obligated to pick up two large items but they usually pick up all piles even if its more than 2, this also causes delays as they have to make more trips to the landfill.
  - ❖ A resident mentioned that Wortham had waited 4-5 days in the past.
- LED street light installation: Aldo Garcia explained how the board had taken on the project of getting better lighting for the neighborhood. By working with CenterPoint energy, White Oak Springs is on the waiting list to receive the replacement LED lights. This could take up to 12 months but it is free for the neighborhood. Marie Godard pointed out that she has been driving around having the lights replaced as needed. There is a code on the side that you can call in to have them replaced. There is a map on the neighborhood website that shows all the streetlights and their numbers.
  - ❖ A resident told the board that the LED lights don't seem as bright as the regular lighting. They suggested to go to a nearby neighborhood and look to see how the lighting doesn't light the sidewalk in comparison to the older lighting. Some side discussions were going on about it may be the orientation of the fixture or the mounting. Aldo will call CenterPoint and ask about this.
  - ❖ Another resident asked if this will lower the light bill. Aldo described how the LED is much more cost efficient than the regular bulb and yes this should help lower the bill.
- Digital Sign: Ronda Shepherd discussed the work being done to get quotes on a digital sign installation. Maps of the neighborhood were passed out and Ronda explained the options for placement based on the property owned by the community and utility restrictions. Once all the quotes are received, it will be brought to the next scheduled community meeting for consideration.
  - ❖ Several ideas for the sign were suggested by the residents. One option was to put the sign on top of the front marquee. Residents mentioned that placing it out in the flagpole area would not work as it couldn't be seen as well driving into the neighborhood. Marie

Godard mentioned all the vandalism that has been done at the front puts the sign at risk.

- ❖ A resident asked what value this was going to bring to the neighborhood. Ronda stated that the board could put announcements on it, replacing the signs out front. The resident then said they prefer texts and emails as it would be easier to read and communicate with.
- CCR amendment: The board was informed that there have been other neighborhoods adding new CCR amendments for addressing short term leasing. A voting form has been sent out by mail and there were voting forms available at the meeting. There needs to be 67% yes votes to implement.
  - ❖ A resident asked if the voting was confidential and the board answered yes, the forms go directly to APM, the management company for counting.
  - ❖ A resident pointed out that the amendment was too rigid. The way it is written is it is either one way or another, no middle ground. The board responded that this wording is the same that other neighborhoods have been using.
  - ❖ A resident asked what brought this up and if it is a concern. Pat Espinosa said that other neighborhoods have been having disturbances with weekend renters. Another resident stated that is it not a problem in our neighborhood at this time. Another resident mentioned that they do have some problems with renters having loud music and objectional language at times.
  - ❖ Another resident stated that if there is already short term leasing going on the neighborhood, it is not fair to take that right away.

## 6) Open Forum

An open forum was held for residents to bring any concerns in front of the board:

- Bob Schoellkopf asked to approach the podium and speak about the CCR amendment vote. Listed below are the points he asked for the board to note, and they have been added as noted with no action item from the HOA Board unless specifically noted:
  - The best usage for this amendment is hotels and motels only. A lot of times, a family needs to short term lease because they are having a home built and its not ready for 6 months to a year. The people that cause the problems are in the minority, most people are not there to break the rules.
  - Restricting short term leases is interfering with personal businesses and investments. Could be invasion of rights. Marie reminded the residents that running a business on a lot or unit in White Oak Springs is a violation of our CCR's and not permitted.
  - Short term leasing should not be an HOA matter, should be a law or county matter.
  - The section about the ability to fine if the amendment is not followed should not be done by the HOA, its not their place to make that decision.
  - The governing document section involves the right of the HOA to get copy of the leases and the residents names and contact information. Marie mentioned that the HOA already obtains the right to collect names and contact information of residents per Senate Bill 1588 of Sept 1, 2021, all of which were presented to the homeowners at the Oct 2021 annual meeting.

- Another resident said they feel like this is over reach of the HOA.
- Marie pointed out that the proposed amendment is similar to other associations and it was put together strictly for the residents to vote on it. The board is trying to let the residents decide the matter.
- A resident asked about the sidewalks and who's responsibility is it. Aldo Garcia said it is the owner's responsibility. Ronda Shepherd said the sidewalk around the manhole in front of her house was bucked up and someone fixed it (not sure if it was county or water dept)

With no further business to be brought before the board members, the meeting adjourned at 8:23 pm.

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Approved: Board Member, White Oak Springs HOA

Co Pd 3  
Co Yr 2023

WHITE OAK SPRINGS  
Monthly Summary  
For the month of March  
Year 2023

Description	Amount	Year to Date
MONTHLY INCOME	1,027.95	96,167.11
TOTAL MONTHLY EXPENSE	11,223.79	20,253.17
NET MONTHLY INCOME (LOSS)	(10,195.84)	75,913.94
TOTAL CASH		125,354.56
CAB OPERATING ACCOUNT		60,851.70
CAB BANK RESERVES		64,502.86



Account No	Description	Current Period		Year to Date Balance	
		Debit	Credit	Debit	Credit
	** A S S E T S **				
1020	CAB OPERATING ACCOUNT		10,357.24	60,851.70	
1050	CAB BANK RESERVES	216.40		64,502.86	
	** L I A B I L I T I E S **				
2010	Accounts Payable		0.00		0.00
2011	Unapplied Payments		55.00		510.00
2012	Refund for Over Payment		0.00		-100.87
2013	Assessment Pre-Payments		0.00		0.00
	** C A P I T A L **				
3110	Retained Earnings		0.00		49,031.49
	** I N C O M E **				
4010	2020 ASSESSMENT INCOME		0.00		0.00
4011	2021 Assessment Income		0.00		0.00
4012	2022 Assessment Income		0.00		192.05
4013	2023 Assessment income		1,008.73		95,008.79
4020	Interest & Penalty Income		0.00		69.03
4030	Collection Fees Reimbursement		0.00		20.00
4040	D/R Enforcement Income		0.00		250.00
4050	Payment Plan Income		0.00		0.00
4060	Legal Fee Reimbursement		0.00		572.33
4070	D/R Mowing Reimbursement		0.00		0.00
4080	Bank Interest Income		19.22		54.91
4090	Miscellaneous Income		0.00		0.00
	** E X P E N S E S **				
6110	Landscape Contract	600.00		1,800.00	
6120	Landscape Extras	0.00		0.00	
6130	Irrigation Repairs	1,450.00		1,450.00	
6140	Signage and Fence Repair	0.00		0.00	
6150	Force Mows	0.00		0.00	
6180	Miscellaneous Repairs	0.00		0.00	
6210	Electricity	647.89		1,887.81	
6220	Trash Service	2,156.15		6,468.45	
6230	Water	8.04		110.38	
6240	Cameras	4,320.00		4,320.00	
6250	Website	0.00		77.94	
6260	Storage	82.00		228.90	
6310	Management Contract	701.78		2,105.34	
6320	Management Extras	0.00		0.00	
6330	Postage	25.09		141.10	
6340	Copies	26.32		105.73	
6350	Collection Expense	0.00		82.00	
6360	Deed Restrictions Expense	7.00		42.00	
6370	Other Administrative Services	0.00		0.00	
6380	Office Supplies	0.00		0.00	
6390	Meeting Expense	0.00		50.00	
6410	Legal Corporate	0.00		0.00	
6420	Legal Billable	999.52		1,173.52	
6510	Insurance D & O	0.00		0.00	
6520	Insurance Genl Liab Pkge	0.00		0.00	
6610	Tax Return - Permits	200.00		200.00	
6620	Taxes Federal	0.00		0.00	
6630	Taxes Property	0.00		0.00	
6640	Committee Expense	0.00		0.00	
6670	Bank Charges	0.00		10.00	
6680	General Reserve	0.00		0.00	
B a l a n c e		11,440.19	11,440.19	145,607.73	145,607.73

WHITE OAK SPRINGS  
 Income Statement  
 For the month of March  
 Year 2023

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	0.00	0.00
4012	2022 Assessment Income	0.00	192.05	200.00
4013	2023 Assessment income	1,008.73	95,008.79	88,265.00
4020	Interest & Penalty Income	0.00	69.03	400.00
4030	Collection Fees Reimbursement	0.00	20.00	120.00
4040	D/R Enforcement Income	0.00	250.00	400.00
4050	Payment Plan Income	0.00	0.00	50.00
4060	Legal Fee Reimbursement	0.00	572.33	800.00
4070	D/R Mowing Reimbursement	0.00	0.00	0.00
4080	Bank Interest Income	19.22	54.91	100.00
4090	Miscellaneous Income	0.00	0.00	0.00
	<b>TOTAL INCOME</b>	<b>1,027.95</b>	<b>96,167.11</b>	<b>90,335.00</b>
	<b>** E X P E N S E S **</b>			
	<b>** MAINTENANCE **</b>			
6110	Landscape Contract	600.00	1,800.00	8,400.00
6120	Landscape Extras	0.00	0.00	3,500.00
6130	Irrigation Repairs	1,450.00	1,450.00	3,000.00
6140	Signage and Fence Repair	0.00	0.00	3,000.00
6150	Force Mows	0.00	0.00	150.00
6180	Miscellaneous Repairs	0.00	0.00	1,000.00
	<b>TOTAL MAINTENANCE</b>	<b>2,050.00</b>	<b>3,250.00</b>	<b>19,050.00</b>
	<b>** UTILITIES **</b>			
6210	Electricity	647.89	1,887.81	14,000.00
6220	Trash Service	2,156.15	6,468.45	26,400.00
6230	Water	8.04	110.38	2,800.00
6240	Cameras	4,320.00	4,320.00	4,600.00
6250	Website	0.00	77.94	400.00
6260	Storage	82.00	228.90	530.00
	<b>TOTAL UTILITIES</b>	<b>7,214.08</b>	<b>13,093.48</b>	<b>48,730.00</b>
	<b>** ADMINISTRATIVE **</b>			
6310	Management Contract	701.78	2,105.34	8,425.00
6320	Management Extras	0.00	0.00	100.00
6330	Postage	25.09	141.10	850.00
6340	Copies	26.32	105.73	350.00
6350	Collection Expense	0.00	82.00	250.00
6360	Deed Restrictions Expense	7.00	42.00	370.00
6370	Other Administrative Services	0.00	0.00	200.00
6380	Office Supplies	0.00	0.00	50.00
6390	Meeting Expense	0.00	50.00	300.00
	<b>TOTAL ADMINISTRATIVE</b>	<b>760.19</b>	<b>2,526.17</b>	<b>10,895.00</b>
	<b>** LEGAL **</b>			
6410	Legal Corporate	0.00	0.00	250.00
6420	Legal Billable	999.52	1,173.52	1,500.00
	<b>TOTAL LEGAL</b>	<b>999.52</b>	<b>1,173.52</b>	<b>1,750.00</b>
	<b>** INSURANCE **</b>			
6510	Insurance D & O	0.00	0.00	1,100.00
6520	Insurance Genl Liab Pkge	0.00	0.00	4,200.00
	<b>TOTAL INSURANCE</b>	<b>0.00</b>	<b>0.00</b>	<b>5,300.00</b>
	<b>** OTHER EXPENSES **</b>			
6610	Tax Return - Permits	200.00	200.00	250.00
6620	Taxes Federal	0.00	0.00	2.00
6630	Taxes Property	0.00	0.00	17.00
6640	Committee Expense	0.00	0.00	2,000.00
6670	Bank Charges	0.00	10.00	200.00
6680	General Reserve	0.00	0.00	2,400.00
	<b>TOTAL OTHER EXPENSES</b>	<b>200.00</b>	<b>210.00</b>	<b>4,869.00</b>
	<b>TOTAL EXPENSES</b>	<b>11,223.79</b>	<b>20,253.17</b>	<b>90,594.00</b>

03/31/23  
Co. Pd 3  
Co. Year 2023

WHITE OAK SPRINGS  
Income Statement  
For the month of March  
Year 2023

PAGE 2

Account No	Description	Current Period	Y-T-D Balance	Year Budget
	PROFIT OR (LOSS)	(10,195.84)	75,913.94	(259.00)