

**THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
OAKWELL FARMS HOMEOWNERS ASSOCIATION
April 28, 2016
Approved**

A meeting of the Board of Directors of the Oakwell Farms Homeowners Association, a Texas nonprofit corporation (the "Association"), was held at 3555 Oakwell Farms Parkway, San Antonio, Texas, pursuant to call by the President of the Association.

A quorum was established by the presence of Tom Rogells, Beverly Alcott, Alice Kelly, Charles Gorham, Michelle Kossel, Ed Barrera and Lee Mueller the meeting was called to order at 4:31pm. Denise Jimenez was in attendance representing first Service Residential.

Minutes

The minutes of March 24, 2016 were reviewed. MOTION: Approve the minutes. PASSED

Resident Input

A resident inquired about the policy on leaf bags and if the HOA had an emergency Action Plan in place.

Todd Putnam of Bexar County Public works was in attendance to discuss plans for the drainage area and bridge. The project will take approximately 12-18 months and Ira Lee will be closed for 9 – 12 months. A public meeting will be held prior to commencement of construction and notice of such meeting will be posted by the county.

Brad Bauserman from Texas Parking Lots was in attendance to provide an update on the street sealing project.

Grounds Update – AJ provided an update on the storm clean up stating that the crew is still working on different section of the community. The truck is in need of repair or replacement. The board asked AJ to make some recommendations on purchasing a new vehicle.

Treasurer's Report (Charles Gorham)

The board reviewed the monthly and year-to-date budget comparison reports, balance sheets and reserve fund report and other financial and investment reports for month ending March 31, 2016. The street sealing project is causing some variances but nothing is adversely impacted. The report will be kept on file with the Association's records.

President's Report (Tom Rogells)

The street sealing project is scheduled to begin and Bob Hudnall provided an update on the process and phasing for the community. It was discovered that the city has scheduled a brush pick up for the same date as the start date. The board will evaluate if the schedule needs to be postponed.

Architectural Committee – The committee is fast tracking roof submittals if there are changes to existing. If owners are replacing their roof with the same as existing they just need to email statement and photo to FSR and the committee so it is automatically approved.

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Social Committee – The board would like for the social committee to provide an annual budget that outlines their financials needs and lists events for each year. This will assist the board in budget plans for the coming year.

Pool Committee – The committee has revisited the pool rules a thirds time and changes will be made to state that violation of the rules may result in loss of amenity privileges. It was determined that the pool monitor duties will include enforcement of rules as needed therefore the monitor duty should be shifted to a 3rd party security company. The committee will review plans for new pool furniture and report back with a recommendation to the board.

Website – Decision on website has been tabled.

The board reviewed the lifeguard proposals for swim season 2016. MOTION: Approve the proposal from Certified Pool Management in the amount of \$23,266. PASSED

MOTION: Approve the asphalt repairs in the amount of \$14,800 to be paid from the reserve fund. PASSED

The board reviewed a proposal for lighting repairs for damage caused by the hail storm.
MOTION: Approve proposal from Electrical Design Solutions in the amount of \$1,764. PASSED
Note: FSR will seek comparative proposal and approve if lower bid is submitted.

MOTION: Approve the proposal to paint the steel sculpture in the amount of \$1,455. PASSED

Several community members are interested in having their curbs painted with their address. FSR has secured a local vendor that will provide this service. The board would like to offer the service after the street sealing is complete.

Adjournment of Open Session: 7:45 PM

Executive Session - No Action

Adjournment: The Oakwell Farms Homeowners Association Board of Directors Meeting is hereby adjourned at 7:45M

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A meeting of the Board of Directors of the Oakwell Farms Homeowners Association, a Texas nonprofit corporation (the "Association"), was held at 3555 Oakwell Farms Parkway, San Antonio, Texas, pursuant to call by the President of the Association.

A quorum was established by the presence of Tom Rogells, Beverly Alcott, Alice Kelly, Charles Gorham, Michelle Kossel and Lee Mueller the meeting was called to order at 4:31pm. Bonnie Carlisle and Denise Jimenez were in attendance representing First Service Residential.

Resident Input

Mr. Joe Dawson voiced his concern for the street sealing contract and the lack of a professional scope of work.

Mr. Shaw requested that the speed bump on Grandburg be removed and that the board evaluate the removal of others in the community.

Mr. Donoghue requested that the board consider installing a pickle ball court.

Ms. Kallison submitted an email to the board about tailgating in to the community at the south gate and the need for staffing at that location.

Minutes

The minutes of February 25, 2016 were reviewed. MOTION: Approve the minutes with one minor spelling correction. PASSED

Treasurer's Report (Charles Gorham)

The board reviewed the monthly and year-to-date budget comparison reports, balance sheets and reserve fund report and other financial and investment reports for month ending February 29, 2016. The report will be kept on file with the Association's records.

President's Report (Tom Rogells)

The street sealing project is scheduled to begin and Bob Hudnall provided an update on the process and phasing for the community. It was discovered that the city has scheduled a brush pick up for the same date as the start date. The board will evaluate if the schedule needs to be postponed.

Architectural Committee – The committee attended a smartwebs presentation at the First Service office. The system is very robust but the committee does not feel the need for such an elaborate tracking system due to the low number of modification reviews.

Social Committee – The committee is preparing for the Fiesta Party and a movie in the park. Details will be printed in the newsletter.

Pool Committee – The committee revisited the pool rules and waiver form for possible clarification of policy and schedules. MOTION: Approve the revised pool rules and waiver form as submitted. PASSED

Grounds update – AJ and the landscape crew are currently working on leaf pick up and mulch in the common areas.

Website – First Service Residential has informed the board that the athomenet website no longer links to the accounting software used by management. Therefore the website will

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not be updated automatically nor is it managed by staff. The board would like to schedule a work session to evaluate the proposed site provided by FSR within the next 2 weeks.

Financial Analysis – The board reviewed the financial analysis provided by First Service Financial partners. The proposed rate change would yield an increase of approximately \$6,000 per year. MOTION: Approve the proposed financial plan. PASSED

2016 Project Improvements – The board reviewed the comprehensive list prepared at a recent planning session. MOTION: Approve the project list and associated expenses.

PASSED

Xeriscape Policy – MOTION: Approve the proposed xeriscape policy as written. PASSED

Social Committee Charter – MOTION: Approve the social committee charter as written. PASSED

Tablecloths – MOTION: Approve the purchase of replacement table cloths for the clubhouse (\$685.00). PASSED

Adjournment of Open Session: 7:30 PM

Executive Session - No Action

Return to Open Session at 7:40pm

The Regular Session of the Oakwell Farms Homeowners Association Board of Directors Meeting is hereby reconvened.

Adjournment: The Oakwell Farms Homeowners Association Board of Directors Meeting is hereby adjourned at 7:40PM

**THE REGULAR MEETING OF
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February 25, 2016
Approved**

A meeting of the Board of Directors of the Oakwell Farms Homeowners Association, a Texas nonprofit corporation (the "Association"), was held at 3555 Oakwell Farms Parkway, San Antonio, Texas, pursuant to call by the President of the Association.

A quorum was established by the presence of Tom Rogells, Alice Kelly, Charles Gorham, Michelle Kossel, Ed Barrera and the meeting was called to order at 4:40pm. Bonnie Carlisle, Adele Simmons and Denise Jimenez were in attendance representing FirstService Residential.

Resident Input

Elizabeth Adams addressed the board regarding her desire to increase the size of the basketball court and would like to raise funds for the expense via community events (lemonade stand, fun run, etc.)

Minutes

The minutes of February 25, 2016 were reviewed. MOTION: Approve the minutes as submitted. PASSED

Task List

The task list was reviewed by the board. The board would like to review a social committee charter for adoption at the next meeting.

The xeriscape policy was discussed. MOTION: table the discussion and adoption for the xeriscape policy until next meeting. PASSED

The board discussed the possibility of changing the meeting times to 6pm and decided to keep the current time of 4:30pm. Team FSR will include this question on the planned community survey (April distribution).

There are several items that require improvement on the property such as, picnic tables, and cost to upgrade cameras, pool repairs, etc. The board would like to have a planning meeting to review and prioritize the improvements so that the list is manageable and in line with the budget. Team FSR will coordinate a date and time.

Dog Park – Director Gorham presented photos of a nearby dog park to show the types of fencing and space needed. The lot will need to be surveyed and information on ADA requirements will be needed in order to determine if this project is feasible.

Treasurer's Report (Charles Gorham)

The board reviewed the monthly and year-to-date budget comparison reports, balance sheets and reserve fund report and other financial and investment reports for month ending December 31, 2015. Director Gorham asked that the security invoices be accrued in the 2016 as it is a recurring expense. The report will be kept on file with the Association's records.

President's Report (Tom Rogells)

Road Improvement Update – Brad Bauserman from Longhorn Lot Maintenance was in attendance to review the planned street coating project. The board reviewed the schedule and map area for the 8-week project. The board would like weekly updates on the work. Bard will look at a few low spots located on Grandburg Circle & Wolfeton Way. MOTION: Approve the asphalt project schedule. PASSED

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Committee Reports

The pool committee submitted their draft of the pool rules for 2016. MOTION: Approve the pool rules with noted changes. PASSED

Action items

The ball moss removal is not in the budget this year and will be revisited for next year's budget.

MOTION: Approve transfer of \$150,000 in to Green Bank at a rate of .6%. PASSED

MOTION: Approve proposal from Quality Access to repair the damaged gate. PASSED
Responsible party will be pursued for the cost.

MOTION: Approve proposal to repair the damage concrete bridge. PASSED
Responsible party will be pursued for the cost.

Adjournment of Open Session: 6:33 PM

Executive Session -

The Board discussed the status of delinquent accounts and enforcement actions.

Adjournment: The Oakwell Farms Homeowners Association Board of Directors Meeting is hereby adjourned at 6:48PM

Minutes Prepared by Denise Jimenez of FirstService Residential.

TASK Items:

Contact city of San Antonio to request striping of street on Oakwell Farms Pkwy before the guard house.

**THE REGULAR MEETING OF
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OAKWELL FARMS HOMEOWNERS ASSOCIATION
January 28, 2016
Approved**

A meeting of the Board of Directors of the Oakwell Farms Homeowners Association, a Texas nonprofit corporation (the "Association"), was held at 3555 Oakwell Farms Parkway, San Antonio, Texas, pursuant to call by the President of the Association.

A quorum was established by the presence of Tom Rogells, Beverly Alcott, Alice Kelly, Charles Gorham, Michelle Kossel and the meeting was called to order at 4:35pm. Bonnie Carlisle and Denise Jimenez were in attendance representing FirstService Residential.

Resident Input

Mr. Ed Clark voiced his appreciation of management and listed several items that have been in need of repair for several months (hot water in mends room, leak in kitchen ceiling, some ceiling tiles need to be replaced, nail holes in walls) Mr. Clark recommends that the facility is inspected after each rental.

Minutes

The minutes of October 22, 2015 were reviewed. MOTION: Approve the minutes with spelling correction. PASSED

Treasurer's Report (Charles Gorham)

The board reviewed the monthly and year-to-date budget comparison reports, balance sheets and reserve fund report and other financial and investment reports for month ending December 31, 2015. Director Gorham asked that the security invoices be accrued in the 2016 as it is a recurring expense. The report will be kept on file with the Association's records.

President's Report (Tom Rogells)

An update on the asphalt repairs was provided. MOTION: Ratify approval of asphalt bid with Longhorn Parking. PASSED

Manager's Report (Bonnie Carlisle)

Ms. Carlisle presented a new monthly management report format that details changes in the association's bank accounts, variances, resident communication, projects, bids, recommendations and active task list. First Service financials will prepare an analysis of the association's accounts and present a plan that may earn higher interest yields while adhering to the reserve funding plan.

The board reviewed and discussed the recent legislation regarding open carry and decided to poll the community on the topic of open carry in common areas prior to making a decision. Management will prepare a survey for distribution. No action taken.

The importance of adopting a xeriscape policy was discussed and management will prepare a draft policy for review by the board.

The task list is a new tool for management and the board to track pending and completed items. The task list and violation log will be sent electronically to the board on a bi-weekly basis. The board discussed the use of the task list and numerous items were added.

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The management team will perform an evaluation of the pool facility in preparation for the 2016 swim season. Findings and recommendations will be made at the next board meeting.

Committee Reports

Architectural Control (Bob Boughton and Jeff Oliver) - No Report

Controlled Access – No report

Tennis Committee - No report

Adjournment of Open Session: 6:35 PM

Executive Session -

The Board discussed the status of delinquent accounts and enforcement actions.

Adjournment: The Oakwell Farms Homeowners Association Board of Directors Meeting is hereby adjourned at 7:22PM

Minutes Prepared by Denise Jimenez of FirstService Residential.