

**THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
OAKWELL FARMS HOMEOWNERS ASSOCIATION
September 22, 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 Michelle Kossel, Tom Rogells, Alice Kelly, Charles Gorham, Ed Barrera and Lee Mueller. The meeting was called to order at 6:00 pm. Adele Simmons was in attendance representing FirstService Residential.

Resident Input

A resident stated that there are low hanging branches near 96 Oakwell Farms Parkway. If the branches break off, the tree may be lost. The resident also stated that the South Gate is open for a period of time between 3:30 pm and 4:30 pm. Adele stated that the gates are locked open during that period Monday through Friday in order to allow for the re-programming of the gates for the remotes. She stated the only way this could be done is if the gates are locked open during the re-programming period.

A resident inquired about the status of the new residential area to be built on the Tobin estate and how would the community be affected by the drainage from that area. Michelle stated that Rosewood out of Dallas has the area under contract. The contract is still under review and no new decisions have been made. We won't have any information on how the drainage will impact Oakwell Farms until a plan has been finalized.

A resident stated that the bridges along the walking path near Wolfeton Way require repair. She stated that if she leaned on one of the railings, it moved.

Minutes

The minutes of August 25, 2016 were reviewed. MOTION: Approve the minutes. 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 August 30, 2016. The expenses are below budget and the money spent for the streets were funds from last year. Charles stated that he located a 1-year CD that would yield 1.25% and remain FDIC insured. He recommended buying three 1-year CDs at \$240,000.00 and leaving the remaining funds in the Morgan Stanley account. Adele stated that the FirstService Financial option that was approved by the Board in March would also yield the comparable rate.

MOTION: Purchase three 1-year CDs and have Tom and Lee be the signature authority for those accounts. PASSED

President's Report (Michelle Kossel for Beverly Alcott)

Adele requested nominees for the Nominating Committee. Two volunteers, David Jimenez and Jim Cain, were identified prior to the meeting. Michelle is currently sourcing paint option to extend the longevity of the Tobin sculpture. Two vendors have inspected the sculpture and site and have provided options thus far. The color will remain the original gray.

Grounds Update (AJ)

The well repairs have been completed and the well is now running smoothly. AJ's team will get to the low hanging branches throughout the community. The trees in the community are showing

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signs of damage and stress. He will source bids for cleaning up the damaged trees and fertilizing those that need it. He received two recommendations from the floor to use Medina Hasta Grow (can be bought by the barrel) and to locate organizations who remove invasive trees for free.

He will be addressing the unlocked doors at the pool with his staff. He also stated that the frame to the outside door has shifted, which makes the door hard to close. His team will check on it throughout the day to make sure it is locked.

Architectural Committee – Mr. Boughton informed the board that the homeowner at 14 Thornhurst is requesting that the HOA replace the rose bushes and then the homeowner will reimburse the Association for the cost. The Board rejected the request and stated the homeowner will need to submit the ACC request for doing the repair and complete the project himself.

Tennis Court (Tom Rogells) – AJ will be working on repairing the boards on the top of the fence line.

Social Committee – Michelle Kossel reminded everyone that the Art Walk will be held on October 1, 2016 from 11:00 am to 2:00 pm.

Road Update (Ed Barrera) – Ed reported that the work is almost done. He will talk with Brad to see where they stand with the punch list. An engineer's report will be provided by the next meeting. He will also visit the Inwood community to see the new sealant technique used on their roads.

Pool Committee (Alice Kelly) – Alice reported that the committee has new members. The committee met the previous Saturday and is preparing a report to present to the Board for next month. They would like their recommendations to be voted on by next March. They requested Adele provide the number of residents who've entered the pool during the season. Adele stated she would provide that information.

FirstService Residential (Adele Simmons) – A report of community calls, ACC applications, violations, and work orders was presented. A review of the outstanding community maintenance items was conducted. Ed Barrera reported on the Salado Creek Flood Control Meeting. He stated that the NE School District built a ditch to allow for faster drainage. (Did they already build the ditch or are they going to build a ditch?) The city will lower the creek, remove the culverts under the road and build a bridge over the road. No work will be done to the creek area that runs through Oakwell Farms. Also, the City is working on having a longer green traffic light at Oakwell Farms Parkway entering onto Harry Wurzbach.

Action Items

Advertisement in the quarterly newsletter: MOTION: Allow businesses to advertise in the quarterly newsletter for a fee. FAILED

Google Fiber Right of Way Easement Request: Michelle Kossel reported that she had a meeting scheduled with them on Friday, September 23, 2016.

Policy and Charter Review Schedule: Tabled

Trash can policy variance: Tom Rogells reported that he contacted 311. Trash cans and recycle cans may be downsized at no cost to homeowners. Therefore, there is no need to change the existing policy. All Board members concurred.

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Clubhouse Clean-up Procedures: Adele provided three recommendations that were sent to her from the Board President, Beverly Alcott. The Board recommended increasing the cleaning deposit to \$150.00 from the current \$125.00, the completion of a cleaning checklist to be turned in with the key, and a photo of the facility before use and a photo after use be submitted to the management company.

MOTION: Increase the cleaning deposit to \$150.00, and require a cleaning checklist be completed, along with a photo of the facility before use and a photo after use be submitted to the management company for consideration of return of the deposit (deposit will not be refunded if the facility is not cleaned).
PASSED

MOTION: Approve bid from Elk to install louvres in the openings around the pool showers. PASSED

Bitterblue DoorKing gate system: Tabled

Drapery Cleaning bid by MastersTouch (current janitorial cleaning company): Source new bids for drapery cleaning.

Adjournment of Open Session: 7:45 PM

Executive Session - No Action

Return to Open Session at 7:55 pm

Adjournment: The Oakwell Farms Homeowners Association Board of Directors Meeting is hereby adjourned at 7:56 pm

ACTION ITEMS:

1. Adele to provide pool entrance numbers to the pool committee
2. Adele to provide Michelle number of gate remotes that have Bitterblue gate access
3. Adele to check for ACC request from 14 Thornhurst
4. Adele to revise clubhouse contract and new Directory to reflect \$150 for cleaning deposit and the new requirement for completing the cleaning checklist with before and after use photos.