

# OAK FOREST PROPERTY OWNERS ASSOCIATION BOARD MEETING

## AGENDA AND MINUTES

Meeting Date: February 16, 2006                      Time:                      7:00 – 8:30 p.m.  
 Facilitator:     Richard Bischoff                      Recorder:                Margie Laughlin  
 Location:         Patty's home

	<b>Name</b>	<b>Organization/Role</b>
X	Richard Bischoff	President
X	Skip Gibbons	
X	Paul Gravett	Treasurer
X	Margie Laughlin	Secretary
X	Rick Patty	
X	Phil Suitt	Vice-President
X	Arlis Walker	ACC
X	Chris Gravett *	ACC
	Lilly Suitt	
	Dave Cowan	

*\* Indicates optional attendance, guest, or special invitation*

## AGENDA:

<b>Nbr.</b>	<b>Topic</b>	<b>Time Frame</b>	<b>Responsible</b>
1.	Roll call and Agenda Review	5 Min	Margie Laughlin
2.	Review Minutes and Actions from Previous Meetings	0 mins	Margie Laughlin
3.	Treasury Report	15 mins	Paul Gravett
4.	Water Update	15 mins	Phil Suitt
5.	ACC Update	45 mins	Arlis Walker
6.	New Business/Roundtable	10 mins	Richard Bischoff
7.	Meeting Wrap-up	1 mins	Richard Bischoff

## ANNOTATED AGENDA & MINUTES:

### Topic 1 – Roll Call and Agenda Review

**Purpose:** *Ensure that everyone who should be present is present.*

**Discussion:**

### Topic 2 – Review Actions from Previous Meetings

**Purpose:** *Follow up on any actions that were to be taken from the last meeting and determine status or issues..*

**Discussion:**

Approved online

### Topic 3 – Treasury Report

**Purpose:** *To get a current update of the financial condition of the POA*

**Discussion:**

Paul Gravett presented the treasury report and it was approved by voice vote.

- Total assets 58,590.46
- Dues statements are going out this weekend

Richard gave paul some payments that came in the mail.

Considerable resale certificate activity at \$135 each

Received last minute resale certificate request; supposed to request 2 weeks in advance in writing with a check; Paul is responding out of consideration for current and future neighbors

Treasury report accepted

### Topic 4 – Water Update

**Purpose:** *To get a summary update of activities of the Water Board and any water related issues needing attention of the POA board..*

**Discussion:**

- Meeting on Tuesday; all members except Vincent present + attorney and engineer representation
- Got good report on water system as to what is needed
- Need 2 more things :
  - Commitment from Hays City
  - A report from the engineer stating what the system needed; Offer good with Putnam but need to get TCEQ and judge's approval
- Hays City agreement being renegotiated to a tiered billing.
- OF is permitted to pump 7M gallons. We pumped 12M.
- We are trying to get the Receiver to get our system to provide some amount of water to the system. Elliot Ranch pumpage allowance doesn't include pumpage for us.
- Going to make offer for the system soon.
- Investigating building a well; Current well doesn't have enough water. Our well will handle 27 houses.
- Money outflow on this is slowing down but major funds will be needed to build well.. Will need to take out a loan.
- Trying to control spending on water system. Lawyer is biggest expense.
- Lawyer attending negotiation with Hays City on Tony Blazi's recommendation and Board approval. Corrine Taylor also attending.
- PGMS selected for management
- Need to get notices out about water conservation to make sure people understand the seriousness of the situation.
  - Suggestion to send something with the dues this weekend.
  - Discussed words for the notice
  - Rick and Paul will write the letter
- Discussion of money being spent from POA for water board to eventually be paid back when the water board has income later on. Water board will eventually be self sufficient and not be funded out of POA. Stance has been that the best use of the POA money is on the big issues that face us as a neighborhood – water.

#### **Topic 5 – ACC Update**

**Purpose:** *To get an update as to any issues or actions of the ACC that need to be brought to the attention of the full board.*

**Discussion:**

- Anderson home
  - Under court mandate to comply with stuff they signed onto
  - Violations are still happening
    - Hauling wood in and out of property on small trailer instead of large trailer
    - Parking trailers in front of house
    - Construction actions not completed that were due by Feb 15
    - Driveway not done
    - Commercial vehicles parked in sight (vehicles used on property in commercial capacity)
  - Paid \$100 cash on attorneys fees
  - Talked to attorney – do not give him the 45 day extension; tell him he needs to immediately start complying with the rules he is breaking and we won't consider extension
- Sadler
  - Now storing bales of hay in view and other things (boat, 5<sup>th</sup> wheeler dump trailer, etc)
  - Hasn't done anything we've asked him to do
  - Has had 3 deadlines and has not complied
  - Paul Gravett asked if there was another way to approach him or deal with him
  - Need to have equal treatment. Coming down hard on Anderson which makes an equal treatment issue.
  - Have to be equal and fair.
  - Asked for volunteers to go talk to Jeff. Need a list of the violations. Richard will provide copy of letter. Paul, Chris, Richard, and Phil going to talk to him on Sunday afternoon.
- Koenig
  - The backyard needs to be cleaned up.
  - House is up for sale.
  - Options: 1) withhold resale certificate unless violations are resolved 2) Grant exception if buyer commits to fixing within 30 days.
  - Decision made to send a letter warning that a resale certificate will not be issued if violations not corrected; Richard is going to let her know it is coming
  - Need to make sure the letter is complete and lists all violations.
- Suitt
  - Further discussion of Phil Suitt's plans for a barn/carport.
  - Definition of a barn read as including storage of other things besides animals like vehicles
  - Discussion that the other barn in the neighborhood that was approved is on a horse lot. Restrictions are not specific that a barn only applies to horse lots. Board holding firm that the barn exception should only be applied to horse lots.
  - A structure was approved last meeting with poles to be covered with rock
  - Discussion as to the intent and meaning of the restrictions and whether Phil is just trying to avoid the requirement for masonry by calling it a barn.
  - A structure of more than 350 sq ft must have masonry.
  - Phil to provide more specifics about exactly what he wants to build in future meeting (i.e. plans)

**Topic 6 – New Business/Roundtable**

**Purpose:** *To identify and address any additional topics as raised by the board members.*

**Discussion:**

**Front Entrance**

- Bob Fritz sending us a bill for ~520 for the sprinkler system. Agreement was for \$200. He extended the sprinkler system in the grass. Wanted POA to pay for the dirt to fill it in. Don't see where \$500 was spent. Sprinkler system in the bed isn't automated as it was supposed to be.
- No problem paying for the lights; Bob added to the lights; Paul to look at light problem to see if it is the wiring or the light.
- What needs done in the back; needs a light; Sadler has a sign like the front; we have an easement on the corner.
- The answer to Bob on the dirt for the front right now is no because of drought.
- Entertain doing something in the back. Need to talk to Dorsett.

**Topic 7 – Meeting Wrap Up**

**Purpose:** *Recap actions and responsibilities, agree on next meeting.*

**Expectation:**

**Discussion:**

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## FUTURE MEETING SCHEDULE

Date	Time	Location	Facilitator/Scribe

## FUTURE AGENDA ITEM(S)

Agenda Item	Planned Date(s)	Priority	Time	Responsible

## DECISION/ISSUES LOG

Nbr	Issue or Decn	Open Date	Issue Description	Assigned	Target Date	Closed Date

## ACTION ITEMS

### Open Action Items

Nbr	Create Date	Action Item	Assigned	Target Date	Closed Date
A1	2/16/06	Draft letter about the water conservation	Rick/Paul	2/18/06	

### Closed Action Items

AINbr	Create Date	Action Item	Assigned	Target Date	Closed Date