

River Oaks Gardens Board of Directors Meeting

Minutes for January 27, 2005

The meeting was called to order at 6:02 p.m. by President, Kim Hobbs.

The November minutes were read, approved, and entered into record.

KRJ Property Manager, Pam Rabus, reviewed the financial report including the Operating Account balance of \$34,453.80 (payment for all expenses and transfers have been made), and the Total Reserve balance of \$182,586.90.

Old Business

Pam recapped current items including:

- 1) Security survey: Survey has been completed by the HPD division Crime Prevention through Environmental Design. Report was distributed and the Board discussed the recommendations. Certain recommendations or alternate measures will be implemented based on the survey results and the Board's approval.
- 2) Security Cameras: Additional cameras are being added to expand coverage to certain. ADT has encountered some difficulty in the installation, including cable problems, and is working to resolve the problem. Certain cameras are not functioning properly at night, possibly due to lighting of the area; lighting and camera function needs to be checked to ensure proper functioning of these cameras.
- 3) Pool Cement Overlay: Clean-up work on pool deck is to be completed the week of February 7th.
- 4) Mansard Shingles: Houston Home Roofing has replaced many shingles that were loose or missing on the Mansards.
- 5) Tree removal: Texas Tree Services has removed dead willow tree and ground the stump near Unit 111.
- 6) Electrical repair: Electrical and lighting repairs are on-going throughout the property.
- 7) Gate directory: Meyer Smith is working to resolve technical issues associated with the Syntex Gate Directory system, including clearing microchip memory contained at each gate and updating software. All names will be populated to each gate directory.
- 8) Building signage: 4D Signworx submitted proposal for 36 each 18" x 24" signs. Board reviewed samples of aluminum signs submitted by 4D Signworx; Board will review other options for more aesthetic building signage, potentially cast aluminum. Many of the signs at the interior walk gates also need replacement, and may be replaced with signs similar to those for the building.

New Business

- 1) Shed Roof replacement Buildings S and M: Shed roofs are being replaced on sheds that are common element shared-roof sheds.

- 2) Solid Waste Service: Pam presented the proposal from VF Trash for regular solid waste pickup. VF Trash will pick up all trash, including heavy trash, power wash all dumpsters and dumpster areas once per month, and pickup three times per week (Tuesday, Thursday, and Saturday), with a guarantee of no missed pickups. VF Trash also offers recycling and Pam will work with VF Trash to define a program for our property. Current provider is AWS, who sub-contracts to BFI, does not power wash dumpsters or dumpster areas, and does not pick up heavy trash. Board will consider proposal in executive session.
- 3) Post and Door Light fixture replacement: Project will be completed within the next week.
- 4) Walk gates: Handles will be installed on walk gates to assist residents in ease of use. Pam will schedule painting of walk gates after handles are installed.
- 5) Landscaping and Irrigation: Many areas have been or are being landscaped; soaker hoses will be installed around the buildings and the new landscaping for the purposes of watering the landscape and keeping the building foundations areas sufficiently moist. At this time, the expense outlay for an irrigation system cannot be justified; Board will review results obtained through use of soaker hoses, and will continue to review the available options.

Homeowners' open forum was held. Items of discussion included:

- Assigned Parking Spaces: A resident, Rob Parker of Unit 237, brought to the attention of the Board that his originally assigned parking space had been moved many years ago, due to installation of the East Lot Drive Gate 4, to a space that is further away from this unit than his original space. He requested that the 'open' space south of Building K in the South (Haddon) Lot be assigned to his unit instead of the space currently assigned in the East Lot. The Board will consider the request and options available for assigning a space that is the same or similar distance as the originally assigned space.

The meeting was adjourned at 7:14 p.m. and the Board of Directors entered into executive session.