

*River Oaks Council of Co-Owners*  
**Board Meeting Minutes**  
**September 21, 2017**

Call Meeting to Order

The River Oaks Council of Co-Owners General Board Meeting was called to order at 6:38 p.m. at St. Anne's Catholic Church, located at 2140 Westheimer, Houston, Texas 77098 in the St. Joseph Room, by Lyla Gillaspie, Board President.

Board Members Present:

- Lyla Gillaspie                      Board President
- Neil Goldstein                      Vice President
- Kathleen Mundy                      Secretary
- Michael Olsen                      Member at Large
- Michelle LeBlanc                      Treasurer

Recording Secretary & KRJ Property Manager:

- Therese Morales

Waive the reading and approval of Previous General Meeting Minutes – July 20, 2017-A motion was made, seconded, and the Board unanimously approved the minutes as written.

Financial Report-Therese Morales:

|                    |                |
|--------------------|----------------|
| Financials:        | <u>9/21/17</u> |
| Operating Account: | \$159,124.89   |

Money Market Accounts:

|                      |                     |
|----------------------|---------------------|
| Insurance Reserves   | \$ 98,348.22        |
| Replacement Reserves | \$397,540.22        |
| Total Money Market   | <u>\$495,888.44</u> |
| Total Cash           | \$655,013.33        |

### Old Business:

- Entry Gate System Bids- Lyla explained we had received one bid for the new gate systems, but unfortunately Hurricane Harvey has delayed getting any more bids.

### New Business:

- Drainage at new sidewalk installed by City of Houston-Therese advised she had spoken to the City of Houston, and it will be at least six months before they could even check on this issue, due to Hurricane Harvey.
- Building B-Foundation & Recommended Repairs-Lyla advised the Board had received reports of sheetrock, and flooring issues in this building. The Engineer had made recommendations that the board will soon implement. As one example, one of the recommendations was to install a root barrier at the large trees west of the building. Root barriers could be quite expensive, we need to realize this is a 40-year-old property, and the Board wants to follow the recommendations, without raising the maintenance fees.
- Comcast line between Building B & D-The cable lines hanging from building to building have finally been removed.
- Homeowner "actions" at the pool- Lyla advised we have had serious problems at the pool. Glass is being brought to the pool, there is smoking, cussing at the guards, and the guards have also been subjected to despicable actions by the homeowner's, and these actions need to stop immediately.
- Fining Policy-Lyla explained the Board will be implementing a Fining Policy like most Associations already have. She went on to say that having a Fining Policy will help with the different violations we have on the property and getting them cured quicker. There will be more news about this at a later date.

- Carport bids-Lyla explained the Board wants to get bids on modernizing the carports, but due to the delay since Hurricane Harvey we have to be patient in obtaining the bids unfortunately.
- Fuzzy's email-Lyla advised the General Manager of Fuzzy's wants to provide coupons to the residents. She inquired of the homeowners if we wanted to put the coupons in the guard office? It was decided not to do this.

Therese-Maintenance Issues completed & additional information to relay:

- Using the electrical plugs at the pool-Therese advised the reason the electrical plugs at the pool weren't working is because someone keeps unplugging the transformer, and we might need to get a lock for the plug.
- Water entry issues related to Hurricane Harvey-Therese advised we had several roof leaks due to the Hurricane, but they were related to flat roof issues, and not the mansards.
- Tree's along S. Shepherd hanging over sidewalk-Therese advised in the near future the branches will be trimmed by Yellowstone (the Association's arborist) so that the City doesn't come through and just chop off the branches which could cause damage to the trees.
- A new "Office" sign -was installed on the guard office to make it more visible to visitors, contractors, etc.
- Storm sewer drains-Therese advised she had had the storm drains hydro jetted in the parking lots before the storm, especially the one in the Peden parking lot (which usually holds a lot of water due to the drain not draining), and during the storm they drained really well.

- Maintenance items- Sprinkler repairs were made, minor fence repairs were made, electrical repairs were made- i.e. tree lights, building lights, carport lights and additions of low voltage lighting is also being looked into. Building R had a common stoppage. The valve for Building Q was replaced. Various gate repairs were performed.

#### Homeowner Forum:

A homeowner advised on the future fining policy, there needs to be a provision made that if homeowners don't remove items they are advised to remove, the Association removes them, and the homeowner is charged for the removal. The homeowner also mentioned that an expression of appreciation should be given to the guards for the work they did during the storm when they were not able to leave. Lyla advised that all the residents pulled together and took them food, relieved them so they could get a nap, and even provided a pillow for them to use. She was really happy how everyone pulled together to help the guards when they couldn't leave.

A homeowner inquired if the chimneys are checked yearly. Lyla advised the flat roofs were checked when the mansards were re-done, but the Association would not know if there was a problem unless a homeowner informs the manager of a problem.

A homeowner advised that when it rains the sidewalk between Building O & S floods. The homeowner was advised that this happens all over the property during heavy rains, and we need to understand this is a 40-year-old property, but to please get with Therese and she will look at it.

#### Adjournment:

There being no further business to discuss, the General Meeting was adjourned at approximately 7:40 p.m.