

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON JULY 9, 2013 at 7:00 P.M.
AT THE FOREST OAKS COMMUNITY CENTER
105 N. LYNNWOOD TRAIL, CEDAR PARK, TEXAS 78613

Item 1- Call to Order/ Establish a Quorum

The meeting was called to order at approximately 7:18 p.m. Board Members Joe Capesius, Christi Cheng, and David Karabinas were in attendance. Board Members Craig Ellmaker and Robert Medure were absent. Community Association Manager Keri Scott was present.

Item 2 – Executive Session

The Board adjourned to executive session at 7:18 p.m.

Item 3 – Return from Executive Session

The Board returned from executive session at 7:47 p.m.

Item 4 – Oral Summary of Actions taken in Executive Session

Keri informed the homeowners that the Board approved to hire Native Land Designs to pick up the loose tree branches from a homeowners lot and charge this fee back to the homeowner.

Keri informed the homeowners that the Board approved to hire Native Land Designs to force mow a homeowners' lot and charge this fee back to the homeowner.

Keri informed the homeowners that the Board approved to waive late fees from a homeowners account.

Keri informed the homeowners that the Board approved to allow a homeowner to set up an eighteen month payment plan, waive all the late fees upon successfully completing the payment plan, and allow amenity access after nine months of being current on the payment plan.

Keri informed the homeowners that the Board approved to allow a homeowner an extension until September 2, 2013 to paint their garage door.

Item 5 – Approval of June 4, 2013 Minutes

The Board of Directors reviewed the minutes from the June 4, 2013 meeting. Director Karabinas made a motion to approve the minutes as written. Director Capesius seconded the motion and it was unanimously approved.

Keri reviewed the completed action items from the June 4, 2013 meeting with the Board.

Item 6 – Act on or Ratify and Reaffirm Board actions considered since last meeting

Keri informed the homeowners that the Board approved the Texas Air Conditioning Specialist bid to replace a contactor and two thermostats at the Clubhouse in the amount of \$811.17.

Keri informed the homeowners that the Board approved the RealMaintenance bid to replace the exhaust fan in the men's restroom at pool 2 in the amount of \$145.00.

Keri informed the homeowners that the Board approved the RealMaintenance bid to repair the water fountain at pool 1 playground area in the amount of \$50.00.

Keri informed the homeowners that the Board approved the Aquatic Features bid to repair the well at the Mandarin Flyway pond in the amount of \$90.00.

Item 7 – RealManage Issues

Keri reviewed the June financials with the Board.

The Board tabled the attorney bids until the next Board meeting.

The Board tabled the playground shade repair bid until the next Board meeting.

Keri reviewed the Native Land Design bid with the Board to transplant the plants at E. Park Street monument sign in the amount of \$887.65. Director Capesius motioned to approve the Native Land Design bid to transplant the plants at E. Park Street monument sign in the amount of \$887.65. Director Cheng seconded the motion and it was unanimously approved.

Keri reviewed the Native Land Design bid with the Board to remove seven dead trees in the amount of \$698.21. Director Capesius motioned to approve the Native Land Design bid to remove seven dead trees in the amount of \$698.21. Director Cheng seconded the motion and it was unanimously approved.

Keri reviewed the Native Land Design bid with the Board to lift all the tree canopies to ten feet in the amount of \$2,327.38. Director Karabinas motioned to deny the Native Land Design bid to lift all the tree canopies to ten feet. Director Capesius seconded the motion and it was unanimously approved.

Keri reviewed the RealMaintenance bid with the Board to assemble and install two picnic tables at the playground pavilion located at 105 N. Lynnwood Trail in the amount of \$300.00. Director Karabinas motioned to approve the RealMaintenance bid to assemble and install two picnic tables at the playground pavilion located at 105 N. Lynnwood Trail in the amount of \$300.00. Director Capesius seconded the motion and it was unanimously approved.

Keri reviewed the RealMaintenance bid with the Board to install four air fresheners in each restroom in the amount of \$316.25. Director Capesius motioned to approve RealMaintenance

to install two air fresheners, one in each restroom located at 105 N. Lynnwood Trail. Director Cheng seconded the motion and it was unanimously approved.

Keri reviewed the RealMaintenance bid with the Board to paint the water feature buckets at 105 N. Lynnwood Trail in the amount of \$200.00. Director Capesius motioned to approve the RealMaintenance bid to paint the water feature buckets at 105 N. Lynnwood Trail in the amount of \$200.00. Director Karabinas seconded the motion and it was unanimously approved.

Keri reviewed the Associated Time and Parking bid with the Board to install a card reader at the basketball court in the amount of \$1,395.44. Director Capesius motioned to deny the Associated Time and Parking bid to install a card reader at the basketball court. Director Karabinas seconded the motion and it was unanimously approved.

Keri reviewed the Associated Time and Parking bid with the Board to install a siren on the pool 1 gates in the amount of \$506.44. Director Karabinas motioned to approve the Associated Time and Parking bid to install a siren on the pool 1 gates in the amount of \$506.44. Director Capesius seconded the motion and it was unanimously approved.

Keri reviewed the Commercial Swim bids with the Board to either lease the chemical controller or purchase the chemical controller. Director Karabinas motioned to approve the Commercial Swim bid to lease the chemical controllers at both pools in the amount of \$100.00. Director Capesius seconded the motion and it was unanimously approved.

Keri reviewed the Commercial Swim bid with the Board to replace the sand filters at both pools in the amount of \$3,862.70. Director Capesius motioned to deny the Commercial Swim bid to replace the sand filters. Director Cheng seconded the motion and it was unanimously approved.

Keri informed the Board that Commercial Swim is recommending the Association drain each pool three-quarters of the way and refill to get the chemicals accurate. Director Capesius motioned to table this discussion until the pool committee can investigate further. Director Cheng seconded the motion and it was unanimously approved.

The pool committee recommended getting a test kit in order to test chemical levels. Director Karabinas motioned to approve the expense for the pool committee to get a test kit and chemicals for the pools.

Keri reviewed the Austin Pool Pros bid with the Board to purchase a new lifeguard umbrella in the amount of \$130.82. Director Cheng motioned to approve the Austin Pool Pros bid to purchase a new lifeguard umbrella in the amount of \$130.82. Director Karabinas seconded the motion and it was unanimously approved.

Keri reviewed the RealMaintenance bid with the Board to power wash both pool decks in the amount of \$748.50. Director Capesius motioned to deny the RealMaintenance bid to power wash both pool decks. Director Cheng seconded the motion and it was unanimously approved.

Keri informed the Board that some homeowners are requesting an additional lap lane at pool 1. The Board decided to continue to only have one lap lane at pool 1.

The Board tabled the camera remote login training.

Keri asked the Board if they want to allow homeowners to purchase additional pool keys. Director Capesius motioned to allow homeowners to purchase a second pool key in the amount of \$25, however, two pool keys per home is the maximum amount of pool keys allowed. Director Karabinas seconded the motion and it was unanimously approved.

Item 8 – Board Issues

The Board tabled the interior design of the Clubhouse.

The Board tabled the deed restriction violation letters – trees required per lot.

Director Karabinas informed the Board of the details of the fun run and discussed the budget for the event. Director Capesius motioned to approve up to \$1,000 in expenses for the fun run. Director Cheng seconded the motion and it was unanimously approved.

The Board tabled the pool rules and pool signs.

The Board tabled the Board member approval process for expenditures.

The Board tabled the discussion of reviewing and approving the cleaning crew contract.

The Board tabled the discussion on rescheduling the second attempt annual meeting date.

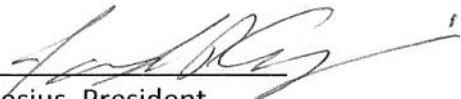
The Board chose 1007 Sedalia Street as July yard of the month.

Item 9 – Homeowner Sign-In Speakers

A homeowner had a question regarding the height requirement for the slide and would like the Board to approve no height requirement. The Board will check with the insurance company on whether they have a requirement on height for the slide users.

Item 10 – Adjournment

Director Karabinas made a motion to adjourn the meeting. Director Capesius seconded the motion and it was unanimously approved. The meeting was adjourned at 9:08 p.m.

Attest: 
Joe Capesius, President
Forest Oaks Homeowners Association, Inc.