

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON SEPTEMBER 17, 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 7:05 p.m. Board Members Joe Capesius, Craig Ellmaker, Robert Medure, and David Karabinas were in attendance. Board Member Christi Cheng was absent. Community Association Manager Keri Scott was present.

Item 2 – Executive Session

The Board adjourned to executive session at 7:05 p.m.

Item 3 – Return from Executive Session

The Board returned from executive session at 7:30 p.m.

Item 4 – Oral Summary of Actions taken in Executive Session

Keri informed the homeowners that the Board approved to waive late fees from a homeowners account if they make a payment in full by October 31, 2013.

Keri informed the homeowners that the Board approved an extension until March 5, 2014 for a homeowner to paint their home.

Item 5 – Approval of July 9, 2013 Minutes

The Board of Directors reviewed the minutes from the July 9, 2013 meeting. Director Capesius made a motion to approve the minutes as written. Director Karabinas seconded the motion and it was unanimously approved.

Keri reviewed the completed action items from the July 9, 2013 meeting with the Board.

Item 6 – Approval of August 21, 2013 Minutes

The Board of Directors reviewed the minutes from the August 21, 2013 meeting. Director Capesius made a motion to approve the minutes as written. Director Ellmaker seconded the motion and it was unanimously approved.

Keri reviewed the completed action items from the August 21, 2013 meeting with the Board.

Item 7 – Act on or Ratify and Reaffirm Board actions considered since last meeting

Keri informed the homeowners that the Board approved the Commercial Swim bid to replace the larger slide pump motor at pool 2 with a smaller pump motor in the amount of \$411.35.

Item 8 – RealManage Issues

Keri reviewed the August financials with the Board.

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

Director Medure informed the Board that the warranty will not cover the playground shade structure tears at 708 S. Lynnwood Trail. The Board reviewed the bids to repair the tears. Director Ellmaker motioned to approve the playground and shade structure bid to repair the two small holes in the shade at 708 S. Lynnwood Trail in the amount of \$740.00 and to have this done in late October 2013. Director Karabinas seconded the motion and it was unanimously approved.

Keri reviewed the Native Land Designs bid with the Board for the irrigation repair needed in the amount of \$487.13. Director Ellmaker motioned to approve the irrigation repair in the amount of \$487.13. Director Karabinas seconded the motion and it was unanimously approved.

Keri reviewed the Commercial Swim bid with the Board to replace the leaking bulkhead on filter 4 at pool 1 in the amount of \$564.19. The Board tabled this until the next Board meeting.

Keri reviewed the Commercial Swim bid with the Board to repair the seal on the baby pool at pool 2 in the amount of \$132.89. Director Capesius motioned to approve the Commercial Swim bid to repair the seal on the baby pool at pool 2. Director Ellmaker seconded the motion and it was unanimously approved.

Keri reviewed the Hines Pool and Spa bid with the Board to repair the cracks in the plaster at pool 1 in the amount of \$800.00. Director Capesius motioned to approve the Hines Pool and Spa bid to repair the cracks in the plaster at pool 1. Director Ellmaker seconded the motion and it was unanimously approved.

Keri reviewed the Commercial Swim bid with the Board to install an autofill unit with valve at pool 1 in the amount of \$978.57. The pool committee informed the Board they will have this item added to the pool 1 deck improvement quote.

Keri reviewed the Associated Time and Parking bid with the Board to install a push bar at pool 1 front gate in the amount of \$959.86. Director Medure motioned to deny this bid to install a push bar at pool 1. Director Ellmaker seconded the motion and it was unanimously approved.

The Board asked Keri to get a bid to snake all the drains at pool 1.

The Pool Committee is working on getting bids for the pool 1 pavement extension project.

The Board would like Keri to ask ADT and Dyezz if they will reimburse the Association for the cameras they installed and cannot view without a license.

The Board tabled the camera maintenance bid until the next Board meeting.
The Board tabled the camera removal at the pool areas until the next Board meeting.

Keri reviewed the Reserve Advisors bid with the Board to have an updated reserve study performed in the amount of \$3,200.00. Director Capesius motioned to approve the Reserve Advisors bid in the amount of \$3,200 and asked Keri to inform them of the possible pavement extension improvements at pool 1. Director Ellmaker seconded the motion and it was unanimously approved.

Keri reviewed the bids with the Board to install playground mulch at 105 N. Lynnwood Trail. Director Karabinas motioned to approve the Playwell Group bid in the amount of \$3,593.21. Director Ellmaker seconded the motion and it was unanimously approved.

Keri informed the Board that she is working on getting bids for the gate installation at the basketball court.

Item 9 – Board Issues

The Board discussed having a trash can installed at the pavilion area at 105 N. Lynnwood Trail. Director Karabinas motioned to get a trash can installed at the pavilion at 105 N. Lynnwood Trail with the cost not to exceed \$1,000.00. Director Ellmaker seconded the motion and it was unanimously approved.

The Board discussed the deed restriction violation regarding the trees required per lot. Director Medure motioned to remove the direction given to RealManage and not have a notification documented on the resale certificates regarding the missing trees on the lot. Director Ellmaker seconded the motion. Director Medure and Ellmaker voted in favor. Director Capesius and Karabinas voted against. Motion did not pass.

Keri informed the Board that RealManage can customize the deed restriction violation process for landscape violations, however, this will be at an extra cost to the Association. Keri will get a price for the Board. The Board would like to know if the HOA will own the license to what is built in the system.

The Board discussed the Board member approval process for expenditures outside of a meeting. Director Medure motioned to allow any one Board member to approve an emergency or non-emergency expenditure up to \$1,000.00. Director Ellmaker seconded the motion and it was unanimously approved.

The Board approved the pool 1 cleaning crew contract in April 2013.

Keri informed the Board that the Cedar Park police department can enforce the Association rules as long as they have an affidavit on file with the common area rules and regulations. Keri

informed the Board that the Cedar Park police department said they cannot enforce the pond areas. Director Ellmaker motioned to have the Associations attorney draft up a non-trespassing affidavit for the pool areas, playground area, basketball court, and pond areas. Director Capesius seconded the motion and it was unanimously approved.

The Board discussed the second Annual Meeting date. The Board would like Keri to check with the Associations attorney to determine if the HOA has to hold another meeting or if they could wait until May 2014 to hold the next meeting.

The next Board meeting is scheduled for October 15, 2013 at 7 p.m. at the Forest Oaks Clubhouse.

The budget workshop is scheduled for October 1, 2013 at 12 p.m. at the RealManage office.

The Board chose 1000 Shadow Valley Cove as September yard of the month.

Item 10 – Homeowner Sign-In Speakers

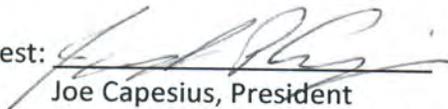
There was a homeowner that is interested in volunteering for the ACC committee. The Board informed the homeowner he could e-mail the ACC committee and they would appreciate more volunteers.

There was a homeowner wanting to discuss an improvement that is being installed in their neighbor's back yard. Keri informed the homeowner that the neighbor has submitted plans to the ACC committee and is awaiting a response from the committee.

Item 11 – Adjournment

Director Capesius made a motion to adjourn the meeting. Director Karabinas seconded the motion and it was unanimously approved. The meeting was adjourned at 9:15 p.m.

Attest:



Joe Capesius, President
Forest Oaks Homeowners Association, Inc.