

**Minutes of the Regular Meeting of
The Board of Directors of
Oak Ridge Village Homeowners Association
June 20, 2002**

The regular meeting of the Board of Directors of the Oak Ridge Village Homeowners Association, a Texas nonprofit corporation (the "Association") was held at the home of Joleen Lammons, 13651 Bridgeview, San Antonio, Texas 78247 pursuant to call by the President of the Association.

Directors Present: Evan Guy and Joleen Lammons. Darryl Byrd was present by proxy.

Also Present: Marisela De Leon of Association Management Services.

Call to Order: The meeting was called to order at 6:10 p.m., the President being in the Chair and the Recording Secretary present.

Approval of Minutes: It was moved and seconded that the minutes of the February 12, 2002 Board meeting be approved as presented; motion carried.

Financial Report: The Board reviewed the financials and inquired about the line item for legal fees. Management will look into the item under expenses and report back to the Board. The Board approved to move \$7,500.00 into the reserve account, and to open a CD in the amount of \$3,000.00 for July 1, 2002.

Delinquent Accounts: The Board reviewed the delinquent accounts. There are currently 44 members on the aging report as of June 20, 2002, with approximately \$11,000.00 total outstanding. The Board authorized filing suit to collect the one account at Chris Weber's office in which the homeowner has been delinquent since 1999.

Committee Reports:

There were no committee reports.

UNFINISHED BUSINESS:

No unfinished business was discussed. The Board went on to new business.

NEW BUSINESS

Pool Issues and Concerns: It was noted that an additional treatment of the ants should be requested from the landscaper Rogers Gardens. The Board realizes that with all the food brought to the pool that ants will be an ongoing problem. In addition, the Board noted that Rogers Gardens has been picking up trash on Mondays and George Trappe of G & J Services, picks up trash on Fridays. The Board requested that George Trappe wash out all trash cans on Fridays. Marisela De Leon informed the Board she requested the lifeguards clean out the trash can each evening as well.

Review assessment due date change proposal to membership: The Board recommended the due dates for homeowners assessments be changed as follows:

Beginning in 2002, homeowners assessment will be due in two equal installments, one of which will be due on October 1st and the second will be due on April 1st. If a homeowner pays the full year's dues on or before October 1st, they will receive a discount of \$25.00 per year. This reduction plan will need to be revisited every year based upon the community's needs and budget. It was moved and seconded to accept the proposal as presented; motion carried.

This change will be presented to the membership of Oak Ridge Village on Tuesday, July 9th at 7:00 p.m.

Improvements:

1. **Pergola for children's pool.** The Board requested a bid for an arbor/pergola to be installed over the children's pool to provide much needed shade in this area. The estimated cost from a homeowner within the Association was \$1200.00 to \$1500.00.
2. **Pergola for atrium area in pool.** Management was also asked to obtain a bid for a pergola/arbor for the atrium area to be raised between the clubhouse and the pool once the fence is moved back to provide a covered area for the homeowners, possibly looking into building on at the opposite end of the pool by the drainage ditch area.
3. **Fencing in pool area.** The Board has decided to obtain bids to ascertain the cost of moving the green chain link fence back from the current location to overhang the eave on the clubhouse. This would free up some space in the pool area and alleviate the need for a pay phone due to allowing unimpeded access to the clubhouse wall by the bathrooms where a phone could be permanently mounted. The total project would include:
 - mowe fence
 - remove ground cover in rectangle and replace with pavers, cement, etc.
 - adding two barbecue grills in rectangle area for homeowner use
 - removing pay phone
 - adding permanent phone on wall by bathrooms
 - add phone signage to be in compliance with State Code
 - add light above phone
 - add new gate/door between clubhouse and bathroom area to obstruct entry after hours.
4. **Swipe card system for pool.** Currently obtained bid for swim card system from Security Solutions (contact person is Glen at 732-5121). The bid includes the following:
 - proximity reader\$ 895.00
 - interface cable/softer.....140.00
 - proxy cards

500.....	1416.00
800.....	2124.00
10.....	56.98

- labor.....175.00
- printer.....483.00
- TOTAL (with 500 cards purchased).....\$3,109.00

In addition to this total, the Association would be required to replace the existing gate with a more sturdy wrought iron type gate. The Association would also need to look into buying a laptop computer to interface with the unit at a cost of approximately \$400.00 to \$800.00. Ms. Lammons is going to look into obtaining a laptop from a business that is closing. Management will obtain a bid for the fence. Through June 14, 2002, the pool is averaging 62 people per day. This includes all individuals that have signed in (homeowners and guests). The estimate of 62 people represents roughly 15% of the subdivision out of 421 homes. The Board is still looking into the feasibility of the expenditure.

5. **Playground with fence.** Bids will be obtained for a playground with an iron fence for the lot next to the pool which currently has the Medallion trailer on it. It will need to be decided by the playground committee what types of structures will go in it. The Board will also look into what type of lock needs to be installed on the gate. If they decide to build an additional area next to the cemetery for older children, a decision will need to be made whether or not to fence the area as well.
6. **Tile in clubhouse.** Due to constant spills and stains, the Board will obtain bids for installation of tile to reduce the long-term expenditures and increase the aesthetics of the clubhouse. The clubhouse is approximately 1500 square feet. All bids obtained will need to include the following charges:
 - Labor cost
 - Removal of carpet
 - Cost of tile
 - Cost of ground
 - Any additional costs

This project needs to be completed either late 2002 or early 2003 before pool season begins. Management has obtained one bid for approximately \$4,363.07 proposed by Floor Mark.

7. **Pool passes for 2003.** The Board is looking into reducing the cost and to have better control into pool entry. It was decided to utilize laminated cards next year to be kept in a file at the pool of all homeowners who are current on their dues. Homeowners will be required to produce an ID to match the card on file. This will eliminate the need for passes, people using other resident's passes, and concerns that lifeguards are not checking the passes. The Board estimates the savings to the Association of \$700.00 to \$800.00 per year. People will still be required to use the sign-in sheet. The Board further requested Management look into buying a new lifeguard stand, preferably metal if available. Management will provide that bid to the Board of Directors.

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Adjournment: There being no further business, the meeting was adjourned at 7:40 p.m.

Evan Guy, President

Marisela De Leon, Recording Secretary