

White Oak Springs

2023 Annual Meeting

October 26, 2023

Location: VFW located at 21902
Northwest Fwy, Cypress, TX 77429

Email: apm@actionproperty.net

Phone: 713-686-4692 Fax: 713-686-4694

Website: www.actionproperty.net

Agenda

- Establishment of Quorum
- Introductions
- Review and approve minutes from 2022 Annual Meeting
- Nominations & Election of Directors
 - 3 Open Positions for 2 Year Terms
- Counting of Ballots
- Other business
 - 2023 Financials
 - 2024 Budget
 - Homeowners Forum
- Announcement of Election Results
- Adjournment

Introductions

- Marie Godard – President
- Aldo Garcia – Treasurer
- Ronda Shepherd-
Secretary
- Henry Hernandez- Director

2022 Minutes

White Oak Springs Homeowners Association 2022 Annual Meeting of the Members October 20, 2022

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held Thursday, October 20, 2022, at VFW Post 8905 at 21902 Northwest Fwy, Cypress, TX 77429 at 7:00 PM.

1) Quorum/Call to Order:

Quorum was established by proxy and attendance. Board President, Marie Godard, called the meeting to order at 7:00 pm.

Board of Directors Present:

Marie Godard, President

Ronda Shepherd, Secretary

Eugene Watkins, Treasurer

Aldo Garcia, Senior Director

Erika Valdez, Director

Community Manager: -

Lee Waldheim was present from Action Property Management (APM)

2) Minutes

Board review of annual meeting minutes from 10/21/2022 and approved by Ronda Shepherd, Treasurer.

3) Election Results

By voting results, Eugene Watkins and Aldo Garcia will fill the open terms for the Board of Directors.

4) Financial Report

Lee Waldheim with Action Property Management provided a brief breakdown of the financial report on 2022 finances and bank balance. Due to prices rising on all expenses with exception of legal fees, it was approved to raise the 2023 assessment from \$500.00 to \$635.00.

2022 Minutes Cont

5) Other Business

o 1. Crime:

☐ Report of vandalism to residence and vehicle.

Information from the Flock cameras was used to identify the suspects' vehicle and license plate.

☐ A construction vehicle being used in the Hemwick construction was caught using a White Oak Springs fire hydrant on the corner of White Oak Trace and Hemwick street. The water company was immediately called, and they addressed the issue. They have since placed a meter on this hydrant to monitor. If anyone sees this happen again, please call the water company at 281-469-9405 or the non-emergency sheriffs' number at 713-221-6000.

o 2. Flock Camera has changed the management of video and any vehicle added to the safe list. The residents now have access to this without having to contact the board. Instructions will be placed on the website.

o 3. A garage door opener with the track was dumped right in front of the playground door. It was picked up by a member of the board and disposed of. If anyone has information on who put it there, please contact the board.

6) Open Forum

Homeowners concerns that were brought before the board:

- Trash is coming very early, questioned if the company has changed

- What the amount of assessment for 2023 was going to be

- How is the playground working out, was it being used?

- A homeless person is sleeping on one of the benches at the walking tracks

- There are concerns about people also parking at the lot behind the meat market

- Rocks had been stolen from in front of a house

- Question on when the lights up front will be replaced

- Question if the front will be decorated for Christmas again. Board member mentioned that the neighborhood could use some timers for the electric

7) Executive Meeting

Following the members meeting, the board members voted for the positions of the board. Results are:

- Marie Godard, President

- Aldo Garcia, Vice president and Treasurer

- Ronda Shepherd, Secretary

- Eugene Watkins, Senior Director

- Director (open position to be filled)

8) Adjournment of Executive Meeting

- First Quarterly Community Meeting will take place in 2023 and TBD at this time.

With no further business to be brought before the board members, the meeting adjourned at 7:33 pm.

Nominations & Elections of Directors

➤ 3 terms expiring for 2 year terms:

- _____ Marie Godard (*Incumbent*)
- _____ Ronda Shepherd (*Incumbent*)
- _____ Bob Schoellkopf
- _____ Eugene Watkins

➤ Write In

➤ Write In

➤ Write In

➤ Nominations from the floor: (if any)

➤ _____

➤ _____

➤ Appoint TWO Vote tabulators:

➤ _____

➤ _____

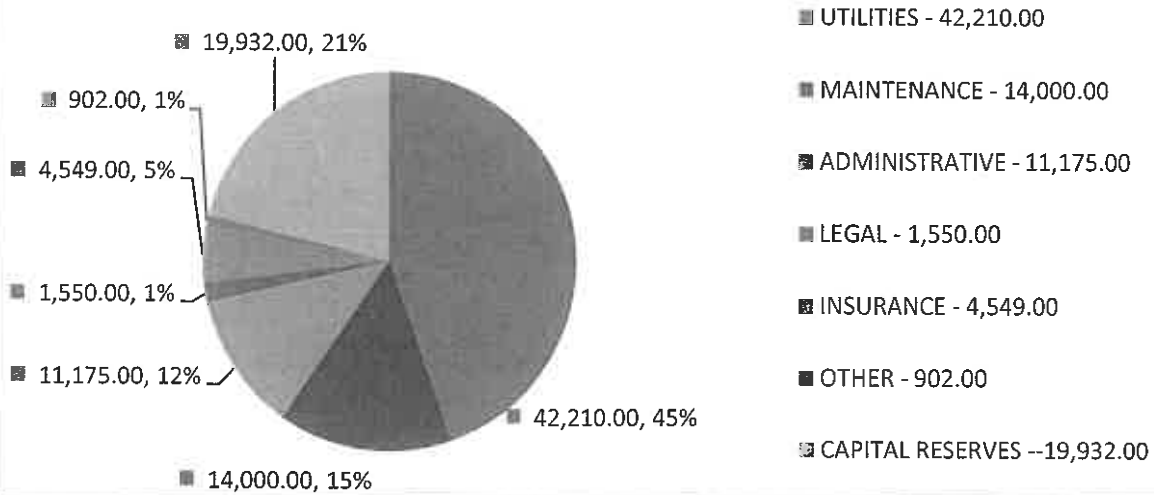
Other Business

- Please see enclosed chart & spreadsheet
 - 2023 Financials
 - 2024 Budget
- Legislation 2023 Changes (handouts provided)
- Crime Awareness (handout provided)
- Homeowners Forum
- Association Information
 - Deed Restrictions & Modifications
 - Please contact Action Property Management at 713-686-4692 or apm@actionproperty.net for questions about deed restriction violations and modification requests.
 - Website – Visit us at www.actionproperty.net and click on the link for "White Oak Springs" for more information.

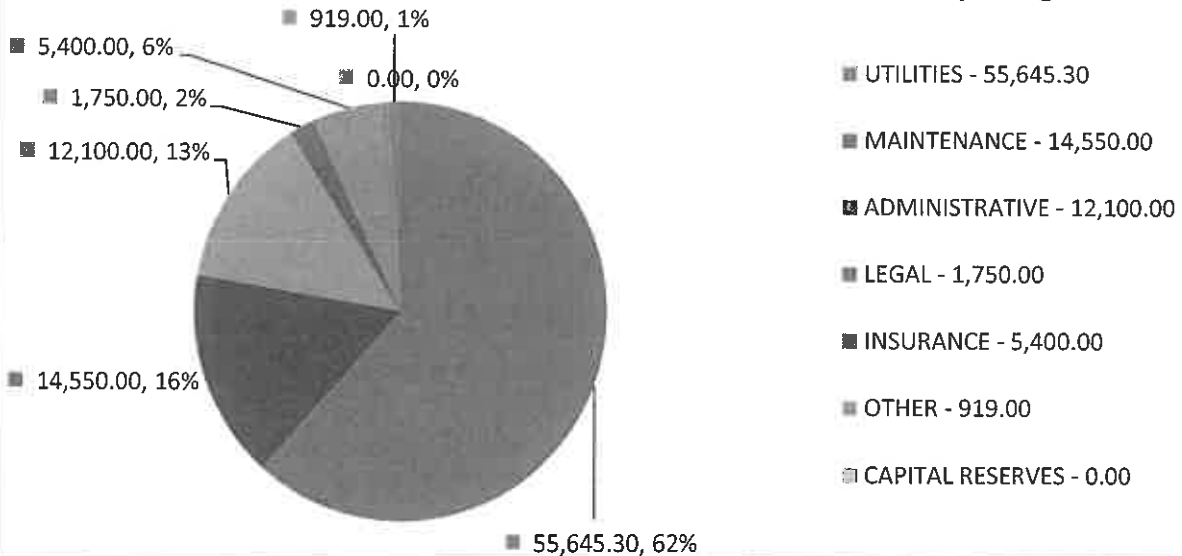
WHITE OAK SPRINGS HOA

2023 Preliminary Year-End & Preliminary 2024 Operational Budget

White Oak Spring 2023



White Oak Spring 2024



What your @ 635.00 - 2023 Assessment's paid for and how it was applied!!!

*Utilities - \$284.16
 Maintenance - \$94.23
 Administrative - \$75.18
 Legal - \$10.41
 Insurance - \$30.61
 Other - \$6.23
 Reserve - \$134.18*

WHITE OAK SPRINGS @ \$635.00
2023 PROJECTED & 2024 BUDGET

PAGE 1

	2023 Actual Jan-Sep	2023 Projected Year-End	2023 Operational Budget	2024 Budget
** I N C O M E **				
4012 2022 Assessment Income	692.05	693.00	200.00	0.00
4013 2023 Assessment Income	88,663.75	88,640.00	88,265.00	100.00
4014 2024 Assessment Income	0.00	0.00	0.00	88,225.00
4020 Interest & Penalty Income	995.08	1,000.00	400.00	439.00
4030 Collection Fees Reimbursement	295.00	295.00	120.00	150.00
4040 D/R Enforcement Income	636.47	625.00	400.00	400.00
4050 Payment Plan Income	105.00	105.00	50.00	50.00
4060 Legal Fee Reimbursement	2,417.52	2,800.00	800.00	800.00
4070 D/R Mowing Reimbursement	0.00	0.00	0.00	0.00
4080 Bank Interest Income	165.99	160.00	100.00	200.00
4090 Miscellaneous Income	0.00	0.00	0.00	0.00
TOTAL INCOME	93,970.86	94,318.00	90,335.00	90,364.00
** E X P E N S E S **				
** MAINTENANCE **				
6110 Landscape Contract	6,000.00	8,100.00	8,400.00	8,400.00
6120 Landscape Extras	2,602.20	3,000.00	3,500.00	3,500.00
6130 Irrigation Repairs	1,750.00	2,100.00	3,000.00	1,000.00
6140 Signage and Fence Repair	109.65	500.00	3,000.00	1,000.00
6150 Force Mows	0.00	0.00	150.00	150.00
6180 Miscellaneous Repairs	0.00	300.00	1,000.00	500.00
TOTAL MAINTENANCE	10,461.85	14,000.00	19,050.00	14,550.00
** UTILITIES **				
6210 Electricity	5,791.69	7,780.00	14,000.00	8,700.00
6220 Trash Service	19,567.53	26,290.00	26,400.00	36,000.00
6230 Water	1,290.08	2,500.00	2,800.00	3,000.00
6240 Cameras	4,320.00	4,320.00	4,600.00	6,495.00
6250 Website	77.94	350.00	400.00	400.00
6260 Storage	720.90	970.00	530.00	1,050.00
TOTAL UTILITIES	31,768.14	42,210.00	48,730.00	55,645.00
** ADMINISTRATIVE **				
6310 Management Contract	6,316.02	8,425.00	8,425.00	8,850.00
6320 Management Extras	0.00	0.00	100.00	100.00
6330 Postage	850.99	1,300.00	850.00	1,400.00
6340 Copies	265.69	500.00	350.00	500.00
6350 Collection Expense	184.00	200.00	250.00	250.00
6360 Deed Restrictions Expense	378.00	500.00	370.00	550.00
6370 Other Administrative Services	0.00	0.00	200.00	200.00
6380 Office Supplies	48.71	50.00	50.00	50.00
6390 Meeting Expense	100.00	200.00	300.00	200.00
TOTAL ADMINISTRATIVE	8,143.41	11,175.00	10,895.00	12,100.00
** LEGAL **				
6410 Legal Corporate	0.00	0.00	250.00	250.00
6420 Legal Billable	1,400.52	1,550.00	1,500.00	1,500.00
TOTAL LEGAL	1,400.52	1,550.00	1,750.00	1,750.00
** INSURANCE **				
6510 Insurance D & O	1,169.00	1,169.00	1,100.00	1,400.00
6520 Insurance Genl Liab Pkge	3,377.00	3,380.00	4,200.00	4,000.00
TOTAL INSURANCE	4,546.00	4,549.00	5,300.00	5,400.00
** OTHER EXPENSES **				
6610 Tax Return - Permits	200.00	200.00	250.00	250.00
6620 Taxes Federal	0.00	2.00	2.00	2.00
6630 Taxes Property	0.00	15.00	17.00	17.00
6640 Committee Expense	338.44	675.00	2,000.00	550.00
6670 Bank Charges	10.00	10.00	200.00	100.00
6680 General Reserve	0.00	0.00	2,400.00	0.00
TOTAL OTHER EXPENSES	548.44	902.00	4,869.00	919.00
TOTAL EXPENSES	56,868.36	74,386.00	90,594.00	90,364.00
PROFIT OR (LOSS)	37,102.50	19,932.00	(259.00)	0.00

