

Fair Oaks Ranch Homeowners' Association
April 4, 2017, 7:00 p.m.
Fair Oaks Ranch HOA Conference Room, 7286 Dietz Elkhorn

I. CALL TO ORDER

Carolyn Knopf, President, called the meeting to order at 7:02 p.m. All board members were present. Guests attending were Greg Buschmann, Ernie Pyles, Mayor Manitzas, Laura Raun, and Rich Sena.

II. GUEST COMMENTS – Laura Raun reported on the status of the city's roadway project. The project should be concluded in October. The utility bills for April will have a reminder for residents to sign up for project news and alerts. Mayor Manitzas shared an update from the city. Roughly 250 residents attended the Future of Fair Oaks Ranch Town Hall meeting on March 28th. The presentation and survey are available on futureoffairoaksranch.com. There will be a Design Charrette Town Hall on April 11-12. The Mayor also announced that the city now has a Facebook page for news. Rich Sena introduced himself as Vice President of the Boerne ISD Board of Trustees, running for reelection. He introduced Ernie Pyles as his campaign manager. Rich Sena gave an overview of current work on the BISD board, and his future goals.

III. APPROVAL OF MINUTES – Jonathan Cluck moved to approve the March 7, 2017 and March 20, 2017 minutes as written. Debra Grandjean seconded. The motion passed with all in favor.

IV. REPORTS

- A. Treasurer – Last month, Tom Jaster and Jennifer Dubois met with Frost Bank to discuss their lock box services. The service would allow residents to mail checks to a lock box, where the bank would process and deposit payments. The cost is \$150 a month and \$0.22 per item. Special bills with scan able coupons would be required. The annual collection of homeowner information through billing will remain a priority. Tom, Jennifer, and Ken Nichols will continue to research this option with Frost. The bank also provides a bill payment service, in which residents can pay online through their bank and payment is deposited directly to FORHA. The service is \$35 a month and \$0.08 per item. The annual estimated cost for both services is \$2,800. Carolyn Knopf noted that the Communications Committee will be meeting to investigate online ACH and credit card payments through the new website.
- B. Parks and Trails – Debra Grandjean reported that Cibolo Nature Trail Park was sprayed for thistles, and a fallen tree was removed. A beaver dam was also discovered on the property. All sponsored park items have come in, and sponsorship plaques have been ordered. Once the plaques arrive, sponsors will have the opportunity to pick their placement. Two park benches have been assembled, and the other items will hopefully be installed this month. A swing set for Vestal Park has been chosen. Debra is waiting to hear back on her request for proposal from the manufacturers. She has received a proposal for the Vestal Park erosion work.
- The Arbors Preserve – The amended Preserve Development Agreement was signed by the city today. This will extend the deadline for The Preserve property transfer to December 31, 2017. The current owner has committed to pay all rollback taxes and to clarify the tax valuation. The road and parking lot easements are still in draft form, and will not be finalized until a survey has been done and the metes and bounds have been established. The owner has verbally agreed to place the parking lot where FORHA has requested. Survey stakes are now visible to mark the north and northwestern sides of The Preserve. The naturalists have released preliminary findings from three field studies, and two more are scheduled in April. Preliminary findings show there are at least 36 bird species, 29 plant species, 12 insect species (including 9 butterfly species), 3 herp species, 1 mammalian specie, and 7 invasive species.
- C. "The Future of Fair Oaks Ranch" Update – Debra Grandjean reported that she will serve on the Stakeholder Committee as the FORHA representative, and Al McDavid will serve as the MDD

representative. Debra echoed Mayor Manitzas' comments on the success of the Town Hall on March 28, and the upcoming Design Charrette on April 11th and 12th.

D. Communications

- External Written Communications Policy – Mike Saletta reported that the Communications Committee has composed a purpose statement for each item of the policy. Mike explained that after the board agrees on the purpose of each policy item, then the language of the policy can be developed and reviewed. The committee asked the board to determine whether each purpose should be included in the policy, and to consider the types of communication and circumstances in which the purpose statement should apply. The board agreed with the purpose statements presented.
- FORHA Survey – Mike Saletta reported that the final draft of the survey was sent to the board last month. He and Ken Nichols have started making phone calls and home visits to recruit participants from a randomized list of members. So far, 24 residents have agreed to participate in the survey, and 5 have completed surveys. The aim is to recruit 50 respondents by the end of April, with a goal of receiving 35 completed surveys by early May. Mike has received very positive feedback from residents so far.

V. CONSIDERATION/DISCUSSION ITEMS

A. Discussion and Consideration to approve funding for the Vestal Park erosion project

- Motion – Debra Grandjean moved to approve funding for the Vestal Park erosion project, not to exceed the current budgeted amount. Kim Keller seconded.
- Discussion – Debra Grandjean has enlisted engineers from the city to recommend solutions to the park's continued erosion issues. The engineers have advised that one 18" inch culvert and two 12" culverts be built to move water underneath and to the sides of the park's path. A 50ft. retaining wall will be constructed to prevent erosion. The retaining wall will be aesthetically pleasing and will also serve as a bench. The eroded drainage ditch and will be smoothed out, and the granite paths will be refurbished. The path would need to be closed for about two weeks. Ken Nichols asked that information on project proposals be made available to the board prior to the meeting.
- Status – The motion passed unanimously.

VI. ANNOUNCEMENTS

Carolyn Knopf announced that FORHA will be co-hosting an HOA Forum in May, sponsored by Fair Oaks Ranch Living Magazine. FORHA board members and unit HOA leadership will be invited. Fair Oaks Ranch Living would like to offer more community news. The purpose of the forum will be to educate HOAs on how to appoint a person of contact with FOR Living, and to open communication between HOAs.

- A. Volunteer Appreciation Breakfast – April 8, 2017, 8:30 a.m. to 10:30 a.m.
- B. Good Friday, Office Closed – April 14, 2017
- C. Adopt-A-Highway – April 22, 2017, 8:15 a.m.
- D. Board Meeting – May 2, 2017, 7:00 p.m.

VII. ADJOURNMENT

The meeting adjourned at 8:46 p.m.

Submitted by:


Cathy Ploszaj, Secretary

Prepared by:


Jennifer Dubois, Office Manager