

**Fair Oaks Ranch Homeowners' Association**  
**August 7, 2018 7:00 p.m.**  
**Fair Oaks Ranch HOA Conference Room, 7286 Dietz Elkhorn**

- I. **CALL TO ORDER** – Debra Grandjean, Vice President, called the meeting to order at 7:00 p.m. Directors attending were Frank Chesworth, Jonathan Cluck, Debra Grandjean, Beki Hutchison, Tom Jaster, Kristen Koronczok, and Mike Saletta. Carolyn Knopf, President, and Ken Nichols were in attendance via teleconference. Nick DiCianni, Adrian Garcia, and Joe Mathis attended as guests.
- II. **GUEST COMMENTS** – Adrian Garcia from the City of Fair Oaks Ranch Public Works Department provided an update on upcoming street maintenance. He reviewed the city's plans to address the traffic control. Joe Mathis of Andale Construction is the project lead. He summarized the technology of water proofing the streets and increasing the longevity of the surface. Work will begin in mid-September on Sweetwind Circle and Mellow Wind Drive. FORHA will assist with communication as needed. There were no other guest comments.
- III. **APPROVAL OF MINUTES** – The July 3, 2018 meeting minutes were approved as submitted.
- IV. **REPORTS**
  - A. President – Carolyn Knopf reminded everyone to prepare for the 2019 budget work sessions. She thanked everyone in advance for the work to be done.
  - B. Treasurer – No budget variance to report. On August 21<sup>st</sup>, there will be a Budget Work Session at 6:00 p.m. at the FORHA office to review the 5-year financial plan. Tom Jaster will also present a recommendation of assessments moving forward. Assessments will be voted on at the September 4<sup>th</sup> Board meeting. Review of business cases on new projects/initiatives and ongoing expenses will be done at the second Budget Work Session on September 18<sup>th</sup> at 6:00 p.m. The 2019 budget will be voted on at the October 2<sup>nd</sup> meeting. Tom Jaster reviewed the monthly financial reports and the projected growth in households/plats. He is working closely with the city to track growth. Resales and transfers are significantly higher than in 2017. The Board discussed and agreed to maximize opportunities to disseminate the financial information to the community via emails and upcoming meetings before voting on the 2019 assessments (i.e. update HOA Presidents, meet with members as requested, etc.)
  - C. Parks and Trails – The final Parks Master Plan will be completed soon and posted to the FORHA website. The next steps will be to develop budget estimates for 2019 and initiate a drainage study. A parks steering committee has been formed. Members of the committee are: Kristen Koronczok, Amy Vogel, Sara Federico, Jonathan Lisenby, Jason Wilkes, and Debra Grandjean. Their role is to assist with the transition from vision to implementation. They are strictly in an advisory role with no decision-making authority. It was asked if the committee meetings would be announced and open to the public. Debra Grandjean responded that they would closed working sessions for the committee members only as is normal for FORHA committee meetings. Jonathan Cluck asked to participate in any committee meetings and was told that was not possible. The Parks Master Plan was reviewed. Specific costs for the 2019 budget will be finalized prior to voting on the budget. Long term plans will include implementation and maintenance estimates. Debra agreed to speak with the Deer Meadow Estates residents, as well as any other community members who have questions about the Master Plan. An update was provided on the Arbors Preserve. The tax litigation between the developer and Comal Tax Authorities has been settled. From Sept. 5<sup>th</sup> – 18<sup>th</sup>, the Preserve will be available for members to visit. The Board will vote on accepting the property at the Sept. 18<sup>th</sup> meeting. The development agreement states the deadline for acceptance of the Preserve as Sept. 30<sup>th</sup>. Costs for the Preserve have been incorporated into the budget forecast.
  - D. Communications – Carolyn thanked Jennifer Dubois and Nick DiCianni for their work on the website. The website should be operational by September 1<sup>st</sup> in prototype mode. It will be functional for the upcoming Board election. There are a few minor issues with TOPS database response times that are currently being worked on. The new FORHA logo was introduced to the Board.
  - E. Adopt-A-Highway – The event was held on July 2<sup>nd</sup>. There were 17 volunteers that collected 26 bags of trash. There was an observation that it appears construction workers are leaving a lot of trash around the Arbors entrance area. Debra Grandjean will follow up on this with the developer.

**V. DISCUSSION/CONSIDERATION ITEMS**

A. Discussion and consideration to approve the Vestal Park drainage project for \$15,000

- Motion: Debra Grandjean moved to rescind the original drainage business case for \$15,000, and approve the scope and funding of the new drainage study business case for \$10,000.
- Discussion: The Board discussed whether to change the funding to the actual bid of \$7,500. The Treasurer recommended that the funding stay at \$10,000 to allow for unforeseen contingencies.
- Status: The motion carried with all in favor.

**VI. ANNOUNCEMENTS**

- A. Budget Workshop #1 – August 21, 2018, 6:00 p.m.
- B. Labor Day (office closed) – September 3, 2018
- C. Board Meeting – September 4, 2018, 7:00 p.m.
- D. Budget Workshop #2 – September 18, 2018, 6:00 p.m.

The meeting adjourned at 8:59 p.m.

Submitted by:

  
\_\_\_\_\_  
Frank Chesworth, Secretary

Prepared by:

  
\_\_\_\_\_  
Jennifer Dubois, Office Manager