

Fair Oaks Ranch Homeowners' Association
April 3, 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 7:01 p.m. All Board members were present except Tom Jaster, who was represented by proxy. Guests attending were Nick DiCianni, Roy Elizondo, Sara and Josh Federico, Pete Hossenlopp, Clarence Huff, Stacy Lange, Mayor Garry and Dee Anna Manitzas, Will McDowell, Phylis Monical, and Wes and Geri Pieper.
- II. GUEST COMMENTS**
- Roy Elizondo stated that the new zoning commission had positive remarks about the parks and trails in their recent meeting. He and Mayor Manitzas thanked the Board for their work on them.
 - Will McDowell introduced himself as the former Raintree Woods HOA President and a property owner recently annexed by the city. He inquired about FORHA's vision for newly annexed residents. Carolyn Knopf and Debra Grandjean offered to meet with Will to discuss the idea of FORHA membership for the newly annexed properties.
 - Oakwood Heights HOA President, Clarence Huff, expressed concern regarding the number of new residents in his area that are unaware of the restrictions and the project approval process. He suggested that a city-wide summary of the restrictions be created for home buyers to sign off on at closing. The office staff offered that Clarence could provide a summary of his unit's restrictions to be included in the resale packages for his area.
 - Sara Federico stated that 13 volunteers collected 20 trash bags of litter and debris from over 1.5 miles of FORHA's Primitive Area on March 23, 2018. The volunteer group consisted of boys and parents from the Boerne Student Organization and Boy Scout Troop 102, including herself and her two sons. Severe flooding four years ago deposited most of the debris that was picked up. Debra Grandjean presented Sara's son, Josh, with Certificates of Appreciation and service hour forms for all the boys in the volunteer group. The Fair family was thanked for allowing the group to use their dumpster.
 - Pete Hossenlopp and Phylis Monical questioned the expenditure on the rope structure play equipment (approved by the Board for \$185k) and felt that funds should be used for a printed directory instead. Phylis also inquired about the budget and the FORHA database. The Board responded that the directory is being deferred while a strategy is developed to address the significant amount of missing or inaccurate homeowner information in the FORHA database. The budget process is open to all FORHA members and runs from August to October/November. Debra Grandjean explained the three-year process to select the rope structure, which included member feedback through focus groups.
 - Dee Anna Manitzas stated that the Shred Day flyer was posted to the NextDoor website. She supported Phylis Monical's comments.
- III. APPROVAL OF MINUTES** – Jonathan Cluck moved to approve the minutes for the March 6, 2018, open meeting, with the addition "Frank Chesworth will look into the status of FORHA's current coverage to address this potential insurance exposure." to item VIII. Frank Chesworth seconded. The motion was approved with all in favor.
- IV. REPORTS**
- A. Treasurer – The 2017 audit should be completed by mid-April. FORHA's auditor, Kim Roach, will present the results at the May Board meeting. The budget variance analysis report shows that funds for the office furniture/infrastructure remodel projects were spent in March and the projects are currently under budget by \$1,400 total. No funds have been spent on the rope structure yet, it is expected to be ordered in April. The full annual replacement fund contribution was done in March, so the year end actual and budgeted amounts will be equal. The monthly revenue analysis shows that collections are on track. Reminder bills were sent to approximately 185 properties on April 1. The agreement with Greenland Ventures still needs further research. Tom Jaster suggested that the IT Support project be moved to the office budget.
- B. Parks and Trails – Both the Deer Meadow Estates HOA and Rotary Club donated 8ft. benches. The Rotary Club bench was donated in memory of Jim Tom. Debra Grandjean plans to call a volunteer day in April to assemble the new park equipment. After reviewing five park architect proposals, Debra and

Jonathan Cluck have agreed on their top two candidates and visited parks designed by them. They have not decided on which park architect to hire as both candidates are very qualified. They hope to have a decision in the next week and expect to come within budget for the project.

- The Arbors Preserve – C.A. Elder will meet with Comal County in the next two weeks with the goal of resolving the tax valuation issue outside of court. The Preserve trail is almost complete.
- C. Communications –Miriad Technologies (myHOA) provided an estimate for the new website at \$6,205, which is nearly half of the original budget. It is estimated that development and testing will take three months from the time the contract is signed. It will be built in parallel of FORHA’s current website. Some of the new features and benefits will include credit card payments with integrated merchant Kelko Pay, industry leading integration with TOPS, a new digital experience with IOS and Android, and linkage to the city’s website. Carolyn Knopf and office staff will participate in training on how add content and pages to the website through WordPress.
- D. HOA Forum – The forum on March 20, 2018, had 18 HOA leaders in attendance from 9 HOAs: Cibolo Trails, Country Club Place, Deer Meadow Estates, The Falls, FORHA, The Fountains, Front Gate, The Gardens, and Raintree Woods. The forum had three tables of participants with three rotating breakout sessions: “Services Your HOA Provides” led by Kathy Phillips, “Unit HOA Activities & Events” led by Kristen Benavides, and “Topics & Speakers for the October Forum” led by Carolyn Knopf. Due to numerous questions from HOA leaders about the restrictions, Frank Chesworth will look into hosting an informational session on the topic. The next HOA forum is scheduled for October. A separate event is being considered in the summer for the restriction committees in FORHA that do not have representation from a unit HOA.
- E. Meet the Candidates – Jonathan Cluck provided a handout with the preliminary details on the event scheduled for Tuesday, April 17, 2018. Residents can email their questions to the FORHA office prior to the event. There will be no live questions from residents. No soliciting or campaign materials will be allowed in the room for the question and answer session. Carolyn Knopf has contacted Boerne Broadcasting to live stream the event on Facebook.

V. DISCUSSION/CONSIDERATION ITEMS

- A. Discussion of FORHA Policy & Procedure Binder – Beki Hutchison has preformed a preliminary review of the documents and will follow-up with the FORHA office on any questions she has. Jonathan Cluck has the contents of the binder scanned and was asked to send an electronic copy to Ken Nichols, who can share it with the Board.

VI. ANNOUNCEMENTS

- A. Shred Day – April 7, 2018, 9:00 a.m. to noon at Fair Oaks Ranch Elementary School
- B. Meet the Candidates – April 17, 2018, 7:00 p.m. at Cibolo Creek Community Church
- C. Adopt-A-Highway- April 21, 2018, 8:15 a.m.
- D. Board Meeting – May 1, 2018, 7:00 p.m.

VII. EXECUTIVE SESSION

The Board of Directors adjourned for a closed executive meeting pursuant to Section 209.0051 of the Texas Property Code to discuss insurance contract renewal, at which time Jonathan Cluck protested that it may not be an appropriate subject matter for executive session, and he had further issue that there was no vote by the Board to go into executive session. Ken Nichols asked if the Board would be allowed to vote on the insurance contact and after being told “no” by the President, he said he felt that this was not proper procedure and felt he must not participate in this flawed session. The executive session was on the published agenda, so no Board vote was required. Six members of the Board remained for the duration of the executive session. Jonathan Cluck and Ken Nichols chose not to participate in the executive session.

VIII. RECONVENE OPEN SESSION

No motions were set forth, and no actions were taken by the Board.

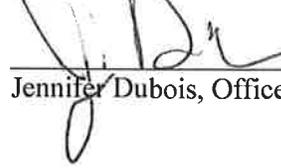
The meeting adjourned at 10:42 p.m.

Submitted by:



Frank Chesworth, Secretary

Prepared by:



Jennifer Dubois, Office Manager