

Williamson County Oak Brook Owners Association, Inc

c/o Goodwin & Company
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April 28, 2021

NOTICE OF 2021 OAK BROOK MEMBER VOTING & MAY 24, 2021 BOARD MEETING

2021 MEMBER VOTING NOTICE & INFORMATION

The community has elected to utilize online voting to help ensure a quorum is reached for voting purposes related to business that must be conducted by the Members. Owners should have received an email from williamsoncounty oakbrook@ivotehoa.com on April 23, 2021 with instructions for voting to elect (2) board members and approving the 2019 Annual Meeting Minutes (enclosed).

*For those who did not receive the email to vote online, please take a moment to complete the enclosed Ballot form and submit by Friday, May 21, 2021 at 5pm. See delivery information at bottom of Ballot.

BOARD MEETING NOTICE AND AGENDA

A Board Meeting for the Williamson County Oak Brook Owners Association, Inc. will be called to order at 6:30 p.m. on Monday, May 24, 2021. There is an option to attend, in person, at the Fern Bluff MUD Community Center (7320 Wyoming Spring Dr. Round Rock, TX 78681).

There will also be an option to join the meeting virtually. **Zoom Meeting ID:** 980 7682 6563
Online Link (video/audio): <https://goodwintx.zoom.us/j/98076826563> or **Phone** (audio only): 346-248-7799

6:30 p.m. Call to Order
Results (Board Member Election and Approval of 2019 Annual Meeting Minutes)
Owner Comments
Community Highlights Since 2019
Committee Reports (Welcome Wagon and ACC)
Manager's Report
Adjournment

We look forward to seeing you at the Board Meeting!

On behalf of the Board of Directors,

Kristi Estes

Kristi Estes
Association Manager

WILLIAMSON COUNTY OAK BROOK OWNERS ASSOCIATION, INC.

2021 Ballot

Owners may vote on these two items by absentee ballot. Note that you may alternatively vote using the electronic absentee ballot sent to your email address of record on file with Goodwin Management. Please vote for the following candidates to fill (2) board positions up for election AND approval of the 2019 Annual Meeting Minutes. *There were only 2 candidates who expressed interest in serving in the 2 board positions that must be filled via vote by members.*

***Place an X in the box for up to (2) candidates who receive your vote.** See candidate summaries below.

Marc Smith (2-YearTerm)

Rick Mason (3-YearTerm)

***Place an X in only (1) box indicating if you approve or do not approve the 2019 Annual Meeting Minutes.**

I approve the 2019 Annual Meeting Minutes

I do not approve the 2019 Annual Meeting Minutes

***For members who marked the box indicating that they do not approve the 2019 Annual Meeting Minutes, please list comments or suggested revisions in the space provided below to help explain why you do not approve.**

MEMBER SIGNATURE (handwritten)

DATE SIGNED

OWNER NAME (please print)

OAK BROOK PROPERTY ADDRESS

Due to Covid concerns and the complex requirements in order for Annual Meetings to be held, no Annual Meeting was held in 2020 and a formal Annual Meeting will also not be held in 2021; however, this language is required by State Law:

“By casting your vote via absentee ballot you will forgo the opportunity to consider and vote on any action from the floor on these proposals, if a meeting is held. This means that if there are amendments to these proposals your votes will not be counted on the final vote on these measures. If you desire to retain this ability, please attend any meeting in person. You may submit an absentee ballot and later choose to attend any meeting in person, in which case any in-person vote will prevail.”

Delivery Methods for this paper Ballot:

1. You may hand deliver (includes by courier) to Oak Brook OA c/o Goodwin & Company, 11149 Research Blvd., Suite 100, Austin, TX 78759 (Ballot MUST BE RECEIVED BY MANAGER NO LATER THAN 5 P.M., May 21, 2021)
2. You may mail it to Oak Brook OA c/o Goodwin & Company, PO Box 203310, Austin, TX 78720 (Ballot MUST BE RECEIVED BY MANAGER NO LATER THAN 5 P.M., May 21, 2021)

2021 Williamson County Oak Brook Board Candidate Summaries

Candidate #1: (Marc Smith)

Oak Brook HOA Board Experience and Contributions

We built our home in Oak Brook and moved into our new home in July of 1996. I retired from IBM in 2012 after 33 years of service. I currently do volunteer work with schools including McNeil where I am on the Business & Industry Academies Partner Advisory Board. I am also on The Fern Bluff Board of Directors, and consult part time as a Mainframe Education Consultant with ProTech Technical Training out of Pittsburgh, PA.

Following is a snapshot of my contributions to Oak Brook in no particular order:

- Appointed to board on June 9, 2014 as Secretary/Treasurer
- President (June 2016 – present)
- Sidewalk trip repairs
 - Walked entire neighborhood to locate/count trip hazards.
- Conducted surveys regarding neighborhood security, sidewalk along Morgan Hill Trail, Dog Park.
- Spearheaded a compromise with Woodcrete Fence Homeowners to allow them to be painted and maintained by the HOA.
- Voted to approve:
 - Pool renovations including new roof and improvements to Pool House. (2017)
 - Dog Park
 - Message Kiosk installation by mailboxes
 - Security Patrols (2016 – 2018)
- Original Oak Brook Mobile App in 2016 (discontinued in 2021 when Goodwin introduced TownSq).
- Canvassed residents for proxies to Amend bylaws to reduce quorum needed to hold the annual meeting. Amendment passed at annual meeting. (2017)
- Coordinated the adoption of the Oakbrookroundrock.com website.
 - Maintain and update the website content as needed.
- Author of the quarterly newsletters, walking to all mailbox kiosks to post!
- Organized and chair the Oak Brook Welcome Committee
- Negotiated a Service Level Agreement with Goodwin (2015)
- Negotiated Maintenance Agreement with Fern Bluff MUD splitting maintenance costs of the tubular railing along O'Connor Drive.
- Proposed beautification and gained approval for our cul-de-sacs that were not owned by Fern Bluff MUD.
- Re-elected in 2017.

Candidate #2: (Rick Mason)

WILLIAMSON COUNTY OAK BROOK OWNERS ASSOCIATION, INC.

April 5, 2021

BOARD OF DIRECTORS CANDIDACY INVITATION

If you are an owner interested in having your name listed as a candidate on the Ballot in the upcoming election for (2) Board of Directors positions, please take a few moments to tell us about yourself. This information will be included with the election notice and voting instructions provided to owners later in April by USPS mail, email, as well as posted within TownSq owner portal and on the Association's website <https://www.oakbrookroundrock.com/> (maintained by the Board of Directors). TownSq Login link (top right of Main Page): <http://aobo.sites.townsq.io/0>

It is the owner's responsibility to make sure updated contact information is on file with the Association. Owners may verify or update their contact information (email address, mailing address) by contacting Customer Service at info@goodwintx.com or 512-502-7515. Owners will need to update their contact information in TownSq as Customer Service is not able to update the email address listed in TownSq (separate from Goodwin's system) for those who have registered their TownSq account.

Please return this information no later than Friday, April 16, 2021 to the attention of Kristi Estes by email to kristi.estes@goodwintx.com or by mail to 11149 Research Blvd., Suite 100 Austin, TX 78759.

I have been an owner here since 1996. Circle one: I am a resident investment owner.

I feel I can best serve our Association by taking a more active role on the board of directors.

The reasons I am interested in serving on the Board are as follows We have lived here for 25 years. Previously, due to work travel and 2 disabled children, I wasn't able to serve. Now as I am nearing retirement, I have time to give back to the association. I feel strongly its important to participate in our HOA.

I, Richard MASON, am interested in being a candidate for one of the two Williamson County Oak Brook board member positions up for election.

16828 Squaw Valley Lane
Address within Association

Williamson County Oak Brook Owners Association, Inc.
Minutes of Annual Meeting
June 10, 2019

1. **Sign-In/Registration** - Began at 6:15 p.m.

2. **Call to Order/Introductions**

Board President, Marc Smith, called the 2019 Annual Meeting to order at 6:45 p.m. Verification of quorum was met with residents present and/or certified proxies by Property Manager, Karen Vaughn. Also, in attendance were Board members, Gregory Allen, and Ray Mack.

3. **Review of Minutes from 2018 Annual Meeting**

After review of the minutes by the residents' present, two name misspellings were noted. Under Item 3, Kathy should be spelled Cathy, and under Item 6b, Lindsey should be spelled Lindsay.

Scott Jost made a motion to approve the 2018 Annual Meeting Minutes with the two above corrections, the motion was 2nd by Craig Carter, and the minutes were approved by all.

4. **Year in Review**

Marc Smith presented the past Year in Review.

Woodcreek fence repairs were made. Currently working to acquire paint so additional fences can be painted.

Lighting repairs were made at The Glen and the mailbox kiosks. These repairs are being reviewed.

Two new dog stations were added to the community.

New dog park added to the community. A planned water station in the park will be added this month.

Pool repairs made in December and January.

Practice wall in tennis court was added.

Pool parking lot area was restriped.

Cul-de-sac landscaping was added.

Welcome Wagon Program added – 20 packets handed out every quarter. The Committee obtains the names of new residents from Goodwin Mgmt./Karen Vaughn.

Touch up paint on fences being done.

Metal roofs on mailbox stations replaced.

5. Committee Report

a. David Trevino, Chair of the Architectural Committee gave an update.

Major Findings:

- Project Submission Rate per month peaked in 2018, down YTD 2019
- Project Approval Rate holding at about 90%
- Summer Months are Peak for Project Submissions
- Top Project Types in 2018-2019 were
 1. Multiple Items (Actually not allowed, only 1 should be submitted per application)
 2. Exterior Painting
 3. Sheds
- Completed Projects by Final Status Graph was also presented.

It was noted that this committee needs volunteers from the community.

Residents can review the CCR's on the website, which will show restrictions. By State law solar panels and rainwater collection is not prohibited in the community.

6. Manager's Report/Resident Questions

- A. Karen Vaughn, Property Manager, noted the Management Company does not do anything without Board approval. Karen reviewed the common areas that the Property Manager is responsible, including the pool area, amenity center, tennis and basketball courts, landscaping & irrigation, entrances with lighting and water features, Karst Preserve and trails, pond lighting and fountains, trail-walking path (behind pool area). Residents should contact Karen if there are any concerns with these areas.
- B. Karen reviewed the 2018 financials and the 2019 current budget. The HOA is expected to be under budget at the end of 2019. There are very few homeowners with delinquencies in the community. It was noted Reserve funds are put in higher interest accounts, but not CD's so funds are fluid. Reserve Studies are done every 3 to 5 years. The Board will research the timeframe for the next Reserve Study for the HOA. No dues increase is necessary this year due to the Board staying within budget and by what the Reserve Study is currently showing. Almost \$10 a household per monthly payment goes to Reserve funds.
- C. The community does not have a security contract currently. It was noted that Fern Bluff has hired the Sheriff's Department for community drive-throughs.
- D. Karen noted the property is driven for violations twice a month. Even if residents see violations in the neighborhood, it doesn't mean that homeowners are not receiving fines/violations from the Association. If you see violations that continue, residents can call Karen and she will update you as much as is legally allowed.
- E. Also noted Owners Support and Communications including billing, website, general communications-phones, mailing, owners HOA needs and Board support & meetings.
- F. Discussion about the water feature maintenance in the community. Ty Hearnes noted he would like to be a part of the committee that oversees these areas.

7. Election of Directors

It was announced that Ray Mack is running for re-election to the board. There was a call for any other nominations from the floor. There were no volunteers from the floor. There was no opposition to Ray as the nomination for a three-year term.

8. New Business

- A. A resident asked if there were any regulations on home rentals in the community. Due to State Law, there are no regulations.
- B. A resident asked about the fence staining at the front of Oakbrook Glen. The Board will investigate and determine what should be done.
- C. A resident asked about the lighting at Oakbrook Glen not working and what the Board intends to do about the continuing problem. The Board is currently working with an electrician to remedy the issue.
- D. Cathy proposed the Board purchase materials for new Christmas decorations. They would like to decorate the street light posts like candy canes. There are an estimated 85 posts including one on each side of mail stations. The cost would be approximately \$2700. Karen ask Cathy to send her this information in a proposal and the Board will consider based on budget. It was also noted that the HOA may hire a professional firm to decorate and store holiday decorations. Budget will determine if this can be done this year.
- E. It was noted there will not be a parking lot at O'Connor.

9. Meeting Adjournment

This meeting was closed at 7:45 p.m. with resident Cathy Smith making a motion to adjourn and the motion was 2nd by David Trevino. All were in favor and the meeting was adjourned.