

**Oak Forest Homeowners Association Inc.**  
**General Meeting**  
**May 10, 2022**  
**Location: Candlelight Park and Community Center**  
*Virtual Stream available via Zoom*

I. Call to order

- A. Andrea Rafiei called the meeting to order at 7:01 p.m. with 16 total people in attendance
- B. The Pledge was recited
- C. Attendance:

a. The following board members were present:

- i. Andrea Rafiei, President
- ii. Stacey Venamon, 1st Vice President
- iii. Lucy Fisher Cain, Treasurer
- iv. Cheyenne Trail, Secretary
- v. Michelle Stevens, Director of Community Relations
- vi. Frances Davidson, Director of Public Relations
- vii. Lizzie Krog, Sergeant at Arms (virtual)

b. The following committee members & guests were present:

- i. Martha Mears, Co-Chair Neighborhood Patrol
- ii. Cindy Graham, Co-Chair Beautification Committee
- iii. Danielle Maudlin, Co-Chair Beautification Committee
- iv. Officer Corliss, HPD
- v. Erica Rocha, SEAL
- vi. Sharon Fletcher, Abby Kamin- City Council District C
- vii. Mike Niggli, Waltrip High School
- viii. 1 additional guest in-person
- ix. 1 additional guest virtually on Zoom

D. Approval of April 2022 Minutes

- 1. **Martha Mears motioned to approve minutes with an edit to the location of 75th Anniversary and Frances Davidson seconded. A vote was taken and the minutes were approved with the amendment.**

II. Speakers

A. SEAL Security- Erica Rocha

- 1. April 2022 incident report
  - a) 80 total calls
  - b) Increase in 'excessive noise complaints' & criminal activity at construction sites + landscape contractors
- 2. Reminder to residents to be more vigilant about closing garage doors + all locks

B. Officer Corliss- Houston Police Department

- 1. Discussion of VIN etching on catalytic converters and safety tips
- 2. PIT meeting on May 17th (next Tuesday)
- 3. SAFE START program will begin

C. Sharon Fletcher- Abby Kamin, City Council District C

- 1. Review of recent projects (OneSafe program; Sound ordinance for businesses; security camera policies for businesses)
- 2. Plan for redistricting for City Council

D. Waltrip High School- Mike Niggli

- 1. Community Health Fair on Saturday, May 21st (day before 75th Anniversary)
- 2. Tours are available for whoever is interested (contact: [jgrimm@houstonisd.com](mailto:jgrimm@houstonisd.com))

III. Officers and committee reports

A. President's Report – Andrea Rafiei

- a. Letter to *The Leader* regarding the adoption of American Legion Park + 75th celebration

B. Treasurer/Financials – Lucy Cain

- a. Review of current financials: current total revenue \$257, 635.31
- b. Expenses for Approval: **Total: \$12,984.70**

- i. Seal Security April 2022 invoice of \$11,4730; \$300 for Park Permit Application; \$1,000 to Refundable Park Deposit, \$207.70 reimbursement for: Park application fee, Oak Forest Pillows & Nametags.

**Cheyenne Trail motioned to approve the expenses as presented and Stacey Venamon seconded. A vote was taken and the expenses were approved without opposition**

- C. Neighborhood Patrol – Martha Mears on behalf of Gabriel Perez
  - a. Lots of traffic and calls into SEAL- proposing 24/7 patrol for a short period while these thefts are on the rise and we have a decent reserve  
**Cheyenne Trail motioned to approve the transition to 24/7 patrol for the month of May and through Memorial Day Weekend and Cindy Graham seconded. A vote was taken and the expense was approved without opposition.**
  - b. Currently, 614 subscribers; Goal is 1100 subscribers (would ensure 24/7 patrol)
- D. Beautification Committee- Cindy Graham & Danielle Maudlin
  - a. Postponed cleanup project on Ella to ensure that the construction project wouldn't interrupt-it will not so this project will continue.
  - b. Proposal for rock removal- Brad Rainford with Bespoke
  - c. Promote adopting storm drains to prepare for hurricane season
- E. Deed Restrictions – Stacey Venamon
  - a. 4 inquiries/ 6 submissions sent to the committee for voting in April
  - b. Proposal for new HOA attorney and described fee schedule- no opposition to return to him
  - c. Quarterly meeting-date TBD
- F. Nominating Committee – Rashod Austin
  - a. No report
- G. Community Relations – Michelle Stevens
  - a. 75th Anniversary Celebration Planning committee
    - i. Planning meetings Thursdays at noon
    - ii. Banners and tablecloths are on the way for the event and future branding
- H. Public Relations- Frances Davidson
  - a. Promoting the 75th Anniversary Celebration
    - i. Flyers distributed around town (parks, community centers, in-person, etc.)
    - ii. Telemundo to film during event

#### IV. Other Business/Announcements

- A. COH Regulatory and Neighborhood Affairs Committee Meeting- May 12th, 10 am (re: Railroad Quiet Zone Corridor)

#### V. Adjournment

- A. The meeting was adjourned at 7:56 p.m.

Minutes were recorded and submitted by: Cheyenne Trail, Secretary

#### OFHA Board – 2022

Andrea Rafiei, President  
Stacey Venamon, 1<sup>st</sup> Vice President  
Rashod Austin, 2<sup>nd</sup> Vice President

Lucy Fisher Cain, Treasurer  
Cheyenne Trail, Secretary  
Amanda Cannaday, Parliamentarian

Gabriel Perez, Director of Neighborhood Patrol  
Michelle Stevens, Director of Community Relations  
Frances Davidson, Director of Public Relations  
Lizzie Krog, Sergeant at Arms