

Willow Pointe Homeowners Association, Inc.

6200 Savoy, Suite 420, Houston, Texas 77036 (713) 728-1126

Board of Directors Meeting Via Zoom January 25, 2022, at 6:30 p.m.

MINUTES

Board of Directors:

Present

Leo Feldman – President
Regina Wall – Secretary
Jacquie Landry – Treasurer

Absent:

Raissa Conwell – Vice President

Management Company

Carlos Mata, Property Manager – Randall Management
Jane Godwin – Randall Management

Call to Order:

With a Quorum present the meeting was called to order at 6:30 p.m.

Establish Quorum – Roll Call:

With a majority of the Board of Directors present, the quorum was established.

Guests – No guests were present.

Adoption of Agenda:

The agenda was reviewed, and a motion was made by Regina Wall seconded by Leo Feldman, and it was agreed to approve the agenda as presented.

Rules of the Meeting: Jane Godwin read the rules of the meeting to all homeowners attending the meeting. Please hold any questions or comments that you might have and be prepared to address the Board of Directors and Randall Management under the Open Forum Section which is listed below on this agenda. Some items that pertain only to your unit may need to be addressed in Executive Session.

Approval of previous meeting minutes – The minutes from the November 16, 2021, were reviewed. A motion was made by Leo Feldman, seconded by Regina Wall and it was unanimously agreed to approve the minutes from November 16, 2021, as presented.

Ratification of decisions made since last Board Meeting:

A. Approved bid to repair the underground electric service drop at Round Up and Willow Crossing from Wood Electric, proposal #4714-4400 in the amount of \$1,575.00.

B. Approved the repair of the underground water leak at the community pool from the meter to the pool building, at a cost of \$250.00 by RMCS.

A motion was made by Leo Feldman, seconded by Regina Wall and it was unanimously agreed to approve the ratifications listed.

Management-Administrative Report:

Pending Legal Action:

Carlos Mata reported that there were six (6) collection, one (1) deed, two (2) payment plans, two (2) in litigation, one (1) agreed judgment, and two (2) closed accounts with the attorney.

Financial Report – Jane Godwin reviewed the financial statements for the month ending on December 31, 2021. A motion was made by Leo Feldman, seconded by Regina Wall and it was unanimously agreed to approve all the December 31, 2021, financial report as presented.

Deed Restrictions – Carlos Mata reported that two inspections are done each month by Randall Management. The letter count is as follows: fourteen (14) first letters, nine (9) second letters, eleven (11) third letter, and twenty (20) corrected violations over the past month.

Committee Reports:

Modification Committee – Regina Wall reported that applications continue to come in. Six (6) applications were approved and eight (8) applications denied.

Safety Awareness & County Liaison – Leo Feldman stated that the Board is looking for volunteers and a chairperson. Leo reported that the HCSO patrol contract report is posted on the website. Leo reported that a proposed used car lot is planned for the property next to the Valero station on Round Up and suggested that all concerned homeowners make it known to the owner that this is not the kind of business that enhances or brings benefits to the neighborhood. Leo said that work orders were submitted to the County to replace a street sign and make repairs on Willow Crossing Drive near Laurel Branch. Leo stated that West Harris County MUD No. 10 was responsible for installing the new sidewalk on Round Up. Finally, Leo mentioned that redistricting will change the County Commissioner Precinct that serves Willow Pointe (we'll be in Precinct 3, not 4), and will also change our representatives. Additional information will be posted on the website.

Recreation and Social Committee – Jacquie Landry reported that the winter carnival was very successful. More volunteers are needed to help with events.

Landscape Committee – Leo Feldman reported that there had been several people sign up but is still looking for more volunteers. He made an effort to contact them but has had no response.

Unfinished Business:

2022 Contracts – Leo Feldman reported that the Board is working on securing bids for the pool management, landscape maintenance and mosquito abatement contracts. A motion was made by Leo Feldman, seconded by Jacquie Landry and it was unanimously approved to cancel the Cypress Creek Pest Control contract for mosquito abatement and larvicide treatment, and to solicit bids for a mosquito control contract. Leo is currently putting together a RFP (request for proposal) for the landscape maintenance contract and will have more information by the next meeting. Jacquie Landry reported she is trying to reach pool companies for bids.

Sidewalks, Concrete, Mailbox Cluster on Trail Ridge Dr. - Leo Feldman reported that CRC (Concrete Raising Corporation) has completed more sidewalk repairs on Trail Ridge and Willow Crossing. The MUD is continuing work on the concrete and sidewalk repairs in the community.

LED signs – Leo reported that Raissa Conwell is having trouble connecting with the ex-board member to make arrangements to pick up the signs.

Pool Committee – Leo said that the Board doesn't need another committee: we need volunteers from an existing committee and/or the Board to assist with overseeing the pool management contract, pool registration for the upcoming season, communicating with the lifeguards, and ensuring that the pool is maintained properly.

New Business:

Electronic Water Meters – Leo Feldman reported that smart water meters had been installed in the community.

Flood Lights on Willow Crossing Dr & Round Up. – Leo reported that one side is stuck on and won't turn off during the day. Leo asked to see the bill for the Round Up meter. Leo will also look into the cost of solar flood lights to light up the new sidewalk on Round Up.

Website – A motion was made by Leo Feldman, seconded by Regina Wall and it was unanimously agreed to cancel the independent webmaster's monthly contract since Leo has been updating and backing up the website for almost a year. The independent webmaster has agreed to provide assistance as needed at the old rate of \$50 per hour.

Vandalism – Leo reported that seasonal flowers at the Trail Ridge and Jones Road monuments had been stolen.

Deed Violation Fining Policy – A motion was made by Leo Feldman, seconded by Jacquie Landry and it was unanimously agreed to pursue a fining policy once more discussion takes place among the Board.

2022 Board Meetings - The next meeting will be held on February 22, 2022, and Randall Management is to furnish dates for the rest of the year.

Newsletter – The Board is working on putting together a newsletter for February.

Open Forum: The Open Forum session is the time that the owners can address the Board of Directors. Each meeting the Willow Pointe Board of Directors provide up to a thirty (30) minute session where each owner has up to three (3) minutes to express themselves, ask questions, and make suggestions. The subjects discussed were the HCSO report, Pool area debris and holding meetings at 7:00 p.m. versus 6:30 p.m. so more homeowners could participate.

Adjournment:

With no further business to discuss, a motion was made by Jacquie Landry seconded by Leo Feldman, and it was unanimously decided to adjourn the meeting at 7:25 p.m.