

# ***Willow Pointe Homeowners Association, Inc.***

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

## **Board of Directors Meeting Via Zoom February 22, 2022, at 7:00 p.m.**

### **MINUTES**

#### **Board of Directors:**

##### **Present**

Leo Feldman – President  
Raissa Conwell – Vice President  
Regina Wall – Secretary  
Jacquie Landry – Treasurer

#### **Absent:**

#### **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 7:00 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 Raissa Conwell 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 property may need to be addressed in Executive Session.

**Approval of previous meeting minutes** – The minutes from the January 25, 2022, were reviewed. A motion was made by Regina Wall, seconded by Leo Feldman and it was unanimously agreed to approve the minutes from January 25, 2022, as presented.

#### **Ratification of decisions made since last Board Meeting:**

The Board agreed to decline the request from Winchester Hurricanes Swim Team to use Willow Pointe's community pool for swim team practices. A motion was made by Leo Feldman, seconded by Raissa Conwell and it was unanimously agreed to approve the ratification.

#### **Management-Administrative Report:**

##### **Pending Legal Action:**

Jane Godwin reported that there were seven (7) collection, one (1) deed, one (1) payment plan, 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 January 31, 2022. A motion was made by Raissa Conwell, seconded by Leo Feldman and it was unanimously agreed to approve all the January 31, 2022, financial report as presented.

**Deed Restrictions** – Jane Godwin reported that two inspections are done each month by Randall Management. The letter count is as follows: thirty-four (34) first letters, three (3) second letters, six (6) third letter, and twenty (20) corrected violations over the past month.

**Committee Reports:**

**Modifications Committee** – Regina Wall reported that 4 or 5 applications had come in and several had been denied due to lack of information required on the application. Leo Feldman reminded homeowners that the ARC guidelines and ARC application form can be found on the website. Leo also said that homeowners can send an email to the Board with any questions they have and someone from the Board or ARC would reply.

**Safety Awareness & County Liaison** – Leo Feldman stated that the Board is looking for volunteers and a chairperson. Leo reported that the HCSO patrol contract reports are posted on the website. Leo announced that the owner of the Valero station on Round Up and West Road is no longer planning to open a used car lot. Leo reported that TOPS Water is repairing more sidewalks in the community. 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** – Raissa Conwell reported that the committee has not met.

**Landscape Committee** – Leo Feldman announced that Roy Sandino has joined the landscape committee and different ideas are being considered including planting perennials, drought resistant plants, and new willow trees. Leo also discussed some sprinklers may have been damaged by contractors working on the White Oak Bayou and AT&T fiber projects. Leo stated that new bids for the landscape maintenance contract are being accepted at this time. A motion was made by Leo Feldman, seconded by Jacquie Landry and it was unanimously agreed to approve \$1,500.00 for landscape improvements including dirt, mulch, willow trees and some plants to install in front of the pool area and on the Trail Ridge medians. A motion was made by Leo Feldman, seconded by Regina Wall and it was unanimously agreed to approve \$1,000.00 to repair an underground leak on Trail Ridge.

**Unfinished Business:**

**2022 Vendor Contracts** – Leo Feldman reported that the Board is still renegotiating all contracts. A motion was made by Leo Feldman, seconded by Jacquie Landry and it was unanimously agreed to sign the Bugco bid for mosquito abatement.

**Deed Violations / Fining Policy** – Leo Feldman explained the purpose of a fining policy to all present. A motion was made by Leo Feldman, seconded by Raissa Conwell and it was unanimously agreed to approve the fining policy presented.

**Flood Lights on Round Up and Willow Crossing Dr.** – Leo Feldman suggested installing LED lights with solar power and it was agreed Leo would look into the cost.

**Board Meetings for the remainder of 2022** – Leo Feldman announced that the Board agreed to have meetings the 4<sup>th</sup> Tuesday of every other month starting in March 2022 with the annual meeting in May followed by meetings in July, September, and November.

**LED signs** –Raissa Conwell is having trouble connecting with the ex-board member to make arrangements to pick up the signs. Jacquie Landry volunteered to contact the ex-board member to facilitate moving the signs.

**Newsletter** – Leo Feldman wants to prepare and post the newsletter on the website by February 28<sup>th</sup>. He asked for articles from the Board and homeowners.

**New Business:**

**AT&T Fiber Installation** – Leo Feldman spoke of the installation throughout the community and some of the challenges.

**2022 Pool Season and Registration** – The Board is working on the procedures and will send out the information once it's ready.

**Biannual Community Garage Sale** – The Board announced the garage sale dates will be the 4<sup>th</sup> week in April and October. A motion was made by Leo Feldman, seconded by Jacquie Landry and it was unanimously agreed to hold the spring community garage sale April 22-24, 2022.

**Annual Meeting** – Leo Feldman announced that the annual meeting will be held via zoom on May 24, 2022, at which time there will also be an election to vote for two (2) homeowners to serve on the Board.

**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 irrigation repairs, LED signs and an open Board position.

**Adjournment:**

With no further business to discuss, a motion was made by Leo Feldman seconded by Jacquie Landry, and it was unanimously decided to adjourn the meeting at 9:07 p.m.