

Willow Pointe Homeowners Association, Inc.

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

Board of Directors Meeting Via Zoom July 26, 2022, at 7:00 p.m.

MINUTES

Board of Directors:

Present

Leo Feldman – President
Beant Lamba – Vice President
Regina Wall – Secretary
Jacquie Landry – Treasurer

Absent:

Management Company:

Carlos Mata, Jane Godwin and Cathy Colbert, all from 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 scheduled.

Adoption of Agenda: The agenda was reviewed, and a motion was made by Leo Feldman, seconded by Jacquie Landry, 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 April 7, 2022, Open Board Meeting were reviewed. A motion was made by Regina Wall, seconded by Jacquie Landry, and it was unanimously agreed to approve the minutes from April 7, 2022, as presented.

Ratification of decisions made since last Board Meeting: There were no decisions made between meetings.

Management-Administrative Report:

Financial Report – Jane Godwin reviewed the financial statements for the month ending June 30, 2022. A motion was made by Regina Wall, seconded by Jacquie Landry, and it was unanimously agreed to approve all the June 30, 2022, financial reports as presented.

Deed Restrictions – Carlos Mata reported that property inspections are done each month by Randall Management. Over the past month, sixty-nine (69) violation letters were mailed to homeowners and twenty-three (23) violations were corrected.

Committee Reports:

Modifications Committee/ARC – Regina Wall reported that six (6) home improvement applications were received: four (4) applications were approved and two (2) were still pending. A committee meeting is being scheduled for August 9th or 10th. Leo Feldman stressed the fact that the committee still needs volunteers and a chairperson. Leo also reminded homeowners that a plot plan and detailed description of the proposed improvement must be included with all applications.

Safety Awareness & County Liaison – Leo Feldman stated that the Board is looking for volunteers and a chairperson. Leo reported that the monthly HCSO patrol reports are posted on the website. Leo reported that TOPS Water had completed several water line and sewer repairs in the community. Leo also reported that West Harris County MUD #10 is still working on the master plan for parks and trails in the district. Finally, Leo gave an update on the White Oak Bayou Flood Reduction Project.

Recreation and Social Committee – Leo Feldman reported that the committee had tentative plans to hold an end-of-season event at the community swimming pool, and information about the event would be posted on the website. The committee also plans to hold a National Night Out event at the community swimming pool parking lot on October 4, 2022.

Landscape Committee – Leo Feldman said that the new landscape company's contract began on May 1, 2022. There are several areas with brown patch caused by the intense heat and cinch bugs. Leo reported on several irrigation system issues and said he is working with the irrigation specialist to finish the repairs. Leo asked for volunteers to join the committee and assist with upcoming projects including redesigning the flower beds at the entrances to the subdivision.

Unfinished Business:

Board of Director Appointments -

- A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to appoint Leo Feldman President.
- A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to appoint Beant Lamba Vice-President.
- A motion was made by Jacquie Landry, seconded by Leo Feldman, and it was unanimously agreed to appoint Jacquie Landry Treasurer.
- A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to appoint Regina Wall Secretary.

2021 Audit – Leo Feldman asked if there were any questions before recommending acceptance of the audit. A motion was made by Jacquie Landry, seconded by Regina Wall, and it was unanimously agreed to accept the 2021 Audit as presented. Jane Godwin stated that it would be posted on the Willow Pointe community website for anyone to review.

Deed Enforcement & Fining Policy – Leo Feldman reminded homeowners that the new Fining Policy went into effect June 1, 2022, and the document is posted on the Association's website.

Painting and Repairs to Common Area Aluminum Fencing – Leo Feldman stated that the handyman is still working on the project to sand and paint the 45+ common area aluminum fence panels. Work has been completed on Trail Ridge Drive and Pony Express Road, and the handyman is now working on Willow Crossing Drive.

Irrigation and Sprinkler Repairs – Leo Feldman stated that the new irrigation specialist has been working on sprinkler repairs since May, including damage caused by the AT&T fiber installation crews. Leo is providing information to AT&T for reimbursement for the damage caused by their crews.

New Business:

Summary of Open Forum at Reconvened Annual Meeting – Leo Feldman summarized items discussed during the Annual Meeting including the HCSO Patrol Contract administered by West Harris County MUD #10, and his discussions with HCSO deputies about incidents in Willow Pointe. Leo also said that a homeowner reported the wading pool needs to be re-plastered.

Proposed Leasing Policy – Leo Feldman discussed the need for a leasing policy. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to proceed with adopting a leasing policy. The Board asked Jane Godwin to facilitate with the attorney, and Jacquie Landry agreed to oversee enforcement of the new policy once adopted.

Parking on the Spine Streets – Leo stated that the Board received several letters from homeowners about cars parked on Trail Ridge Drive. Leo encouraged homeowners to park in their driveway or garage, but the HOA cannot prohibit parking on public streets. Leo reminded homeowners to report illegally parked or abandoned cars to the HCSO. Leo said that he contacted Harris County Precinct 3 and was told that the County won't install "No Parking" signs or speed bumps. Leo also asked the County about the petition to lower the speed limit in the community and is waiting for the traffic engineer to call back.

Common Area Improvements and Repairs – Leo Feldman stated the Board needs to develop a plan for repairs and improvements. Beant Lamba agreed to meet with vendors to identify and discuss repairs to some of the common area brick walls. Leo said he would solicit bids to re-plaster the wading pool, and possibly the main pool, in early 2023. Finally, Leo said the Board needs to discuss landscape projects for the fall and asked for volunteers to assist with planning.

Upcoming Board Meeting Dates – Upcoming open board meetings are scheduled for September 27th and November 21st. Leo Feldman suggested a face-to-face meeting for November 7th at the MUD #9 meeting room on Rio Grande, but the other Board members were opposed.

Fall Community Garage Sale – The Fall Community Garage Sale is scheduled for October 21-23, 2022.

Newsletter – Leo Feldman asked for Board members to contribute to the upcoming newsletter to be published August 5th.

Insurance Renewal – Leo Feldman stated that he had reviewed the renewal policy and will talk directly with the agent about increasing the coverage and adjusting the schedule of values. The policy will be sent to Randall Management for processing.

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 installing a safety mirror on Trail Ridge Drive near Bayou Trail Court, and including the zoom log-in information when sending meeting reminders to homeowners.

Adjournment: With no further business to discuss, a motion was made by Leo Feldman seconded by Regina Wall and it was unanimously decided to adjourn the meeting at 8:00 p.m.