

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

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

## **Board of Directors Meeting Via Zoom January 31, 2023 at 7:00 p.m.**

### **MINUTES**

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

##### **Present**

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

#### **Absent:**

Beant S. Lamba – Vice President

#### **Management Company**

Carlos Mata – Randall Management  
Jane Godwin – Randall Management

#### **Call to Order:**

With a Quorum present the meeting was called to order at 7:01 p.m.

#### **Establish Quorum – Roll Call:**

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

#### **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:** Leo Feldman 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 29, 2022, meeting were reviewed. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to approve the minutes from November 29, 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 on December, 31, 2022. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to approve all the December 31, 2022, financial reports as presented.

**Deed Restrictions –** Carlos Mata reported that inspections are done each month by Randall Management. The letter count is as follows: Fifty-seven (57) violation letters were sent and forty (40) violations were corrected this month.

**Pending Legal –** Jane Godwin reported that there were seven (7) accounts in collection, two (2) accounts in litigation and three (3) closed files with the attorney.

**Other –** After Jane Godwin finished reporting on the pending legal accounts, Leo Feldman added comments about Deed Restrictions. Leo thanked owners that have been working hard to maintain and improve their property. Leo stated that the Board has received complaints about owners operating home businesses and boarding homes that are creating a nuisance in the community. Leo said that the Board is looking into these violations and asked for owners that are negatively affected by any suspected home businesses to help gather information and send to the Board. Leo also reminded owners that all home improvement projects need prior ARC approval before any work begins to ensure it falls within the guidelines.

## **Committee Reports:**

**Modifications Committee/ARC** – Regina Wall reported that 21-new applications were received since the last BOD meeting; 13-applications were approved; 7-applications were being reviewed; and 5-applications were denied. Regina stated the committee is working on updating the ARC Review Guidelines and reminded owners that home improvement applications must include plot plans-surveys, dimensions, location of lot lines & easements clearly marked, materials to be used, specs, etc. Finally, Regina stated that the ARC processed 89-new home improvement applications in 2022.

**Safety Awareness & County Liaison** – Leo Feldman stated that the Board is looking for volunteers and a chairperson. Leo reported that the HCSO patrol contract administered and paid for by West Harris County MUD No. 10 has been renewed for another year. Leo reminded owners that the monthly HCSO patrol contract reports are posted on the website. Leo summarized his recent conversations with HCSO deputies about the patrol reports and activity in the area. Next, Leo reported that Harris County Precinct 3 finished the traffic study of Trail Ridge Drive and approved the installation of “No Parking” signs in the vicinity of Bayou Trail Lane and White Oak Trail Lane. Leo said he asked about installing signs on Pony Express Road near Rio Grande but was told that “No Parking” signs could not be installed directly in front of a resident’s home. Next, Leo stated that the County is scheduled to clean the spine streets in the next few weeks. Leo informed owners that TOPS Water is now part of SI Environmental Services and they may see SI Environmental logo on the signs, trucks and statements. Leo also reminded owners that trash and recycling is handled by West Harris County MUD No. 10: it is not part of the annual HOA assessment. Finally, Leo reported that work has resumed on the White Oak Bayou Flood Reduction Project after a new contract was awarded to finish the section between FM 1960 and Hollister.

**Recreation and Social Committee** – Jacquie Landry reported that the Winter Wonderland event held in December was a big success. Jacquie stated that the next planned event is the Pool Sneak Preview on May 20<sup>th</sup>.

**Landscape Committee** – Leo Feldman stated that the committee still needs volunteers.

## **Unfinished Business:**

### **Common Area Improvements -**

**Sprinkler Repairs** - Leo Feldman stated that he had made a few repairs himself and with the exception of the sprinklers that water the seasonal flowers at the monuments, the sprinklers have been turned off until the spring. Leo said there were more repairs needed and the repairs would be addressed in the spring.

**Pool Resurfacing and Re-Plastering Project** - Next, Leo discussed the Pool Resurfacing and Re-Plastering quotes and a comparison was displayed of all 3-bids for review. After a brief discussion, the Board agreed that the wader pool would be re-plastered before the pool opens for the 2023 season, but that homeowners should have input about remodeling and re-plastering the main pool and common areas. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to award the contract for re-plastering the wader pool to Greater Houston Pool Management, and to allocate up to \$7,000.00 for the project.

**Pool Management Contract** – Leo Feldman said he was negotiating the renewal contract with Greater Houston Pool Management and would send to the Board for approval after he received it.

**2023 Board Meetings** – Leo Feldman stated that regular open meetings would be held every-other-month via zoom and the meeting dates are posted on the Association website. Leo also reported that the Annual Meeting and Board Election would be held in May.

**Newsletter** – Leo Feldman said the Board would start working on the next issue and it would be posted on the Association website on a date TBD.

## **New Business:**

**BUGCO Mosquito Control Contract** - Leo Feldman stated that it’s time to renew the annual contract for the community and the Board discussed their satisfaction with BUGCO’s performance last year. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to negotiate a new 1-year contract with BUGCO.

**Grounds Maintenance and Landscaping Contract** – Leo Feldman stated that the 1-year contract with AceScapes expires April 30<sup>th</sup> and he would update the RFP and solicit another bid.

**Pressure Washing, Resurfacing or Re-plastering Entrance Monuments to the Community** – Leo Feldman stated that the monuments need to be pressure-washed and there was damage on the monuments due to their age and previous high-pressure cleanings. Leo also said the “Willow Pointe” logos have faded and need a new coat of paint. After a brief discussion, a motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to allocate \$3,000.00 to begin the low-pressure washing and/or re-plastering project to improve the 2-entrance monuments at Trail Ridge Drive and Jones Road as well as the 4-monuments at Willow Crossing Drive and Round Up Lane.

**Homeowner Survey** – Leo Feldman suggested that the Board prepare a survey and send to all owners asking for input about large common area improvements and expenditures such as remodeling and re-plastering the main swimming pool and masonry-brick wall repairs. The Board discussed other items to include in the survey such as asking for volunteers to serve on committees.

**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. There were no homeowners present at the meeting to address the Board.

**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 7:40 p.m.