

Willow Pointe Homeowners Association, Inc.

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

Board of Directors Meeting Via Zoom March 23, 2023 at 7:00 p.m.

MINUTES

Board of Directors - Present:

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

Management Company - Present:

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.

Guests – No guests were scheduled.

Adoption of Agenda: The agenda was reviewed, and a motion was made by Leo Feldman, seconded by Regina Wall, 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.

Approval of Previous Meeting Minutes – The minutes from the January 31, 2023, meeting were reviewed. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to approve the minutes from January 31, 2023, as presented.

Ratification of Decisions made since last Board Meeting – The Board approved and signed the 3-year pool management and maintenance agreement with Greater Houston Pool Management. A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to ratify the decision.

Management-Administrative Report:

Financial Report – Jane Godwin reviewed the financial statements for the month ending on February 28, 2023. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to approve all the February 28, 2023, 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 in February.

Pending Legal – Jane Godwin reported that there were three (3) accounts in collection, two (2) payment plans, one (1) account in litigation, and one (1) closed file with the attorney.

Committee Reports:

Modifications Committee/ARC – Regina Wall reported that 16-new applications were received since the last BOD meeting; 12-applications were approved; 7-applications were pending while the committee waits for additional information from homeowners; and no applications were denied. Regina reminded owners to submit home improvement applications before any work begins and include plot plans-surveys, dimensions, lot lines and easements clearly marked, materials to be used, and specs. 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 summarized his recent conversations with HCSO deputies that patrol Willow Pointe and reminded owners that the monthly patrol contract reports are posted on the association website. Leo stated that two (2) community walls had been tagged with graffiti and arrangements had been made to remove the graffiti. Next, Leo discussed street parking in the community and reminded homeowners to report illegally parked vehicles directly to HCSO. Next, Leo stated that the regional water authority (NHCWRA) had voted to reduce the RWA fees so homeowners (and the HOA) may see lower water bills in the future. Leo reminded owners that trash and recycling is handled by West Harris County MUD No. 10 and is not part of the annual HOA assessment. Finally, Leo reported that work is progressing on the White Oak Bayou Flood Reduction Project between FM 1960 and Hollister.

Recreation and Social Committee – Jacquie Landry reported that the Pool Sneak Preview event is scheduled for Saturday, May 20th from 11am - 3pm. Jacquie stated the committee will be providing snow cones, hot dogs, and snacks, and more details will be posted on line and in an upcoming newsletter.

Landscape Committee – Leo Feldman stated that the committee still needs volunteers, and that he would discuss landscaping later in the meeting.

Unfinished Business:

A. Common Area Improvements – Leo Feldman provided an update on community improvements and repairs:

Wader Pool Re-Plastering Project – The wader pool was re-plastered in early February. The Board previously allocated \$7,000 for the project and the job was completed for \$5200.

Pressure Washing Community Entrance Monuments on Jones Road and Willow Crossing/Round Up – Leo stated that he met with the contractor and was making arrangements for work to begin around May.

Sprinkler Repairs - Leo stated that he repaired numerous sprinklers for approximately \$200 in parts versus the irrigation specialist's estimate of \$2000. Leo said he had begun testing all 60+ sprinkler zones and there were at least 2-underground valves that must be repaired by an irrigation specialist. A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to allocate \$2000 for sprinkler repairs.

Landscaping - Leo reported that he and another volunteer were working to spruce up the seasonal beds at the community entrances and in front of the community pool, including planting caladium bulbs and knockout roses. The landscape vendor is scheduled to install new seasonal color at all 6-entrance monuments and 3-common area medians in April.

B. Vendor Contracts – Leo Feldman provided an update about several contracts:

Greater Houston Pool Management (GHPM). The Board negotiated a new 3-year contract with GHPM and revised the pool hours to a staggered schedule that includes morning hours.

BugCo Mosquito Control Contract. Once a week mosquito spraying begins tonight and will continue once every week through October.

AceScapes Landscape Maintenance Contract. The 1-year contract expires April 30th. The Board will update the RFP and solicit bids for a new contract.

C. Leasing Policy - Jacquie Landry reported that she is updating the owner's list to identify rental properties in Willow Pointe and has already received contact information about several leases.

D. 2023 Board Meetings – Leo Feldman reported that Open Board Meetings are held every-other-month via zoom and meeting dates are posted on the Association website. Leo stated that the Annual Board Meeting is scheduled for Thursday, May 18, 2023, via zoom and 2-officers will be elected. Randall Management will mail a letter to all owners about the Board of Directors election and ask for candidates to run for a seat on the Board.

E. Newsletter – Leo Feldman reported that the Board is preparing the next issue and the newsletter will be included in the next mailing to owners from Randall Management. Leo said he would also email the newsletter to owners and it would be posted on the association website around March 27th.

F. Survey to Homeowners - Leo Feldman stated that the Board is still drafting a survey asking for owners' input about common area improvements and expenditures, and an update would be provided at a future open board meeting.

New Business:

- A. 2023 Pool Season** - Leo Feldman gave detailed information about the pool season, hours, registration, forms, and pool passes. Leo stated that the community pool opens May 27th and closes after Labor Day, and that all information and forms would be emailed to owners, available to download from the association website, and printed forms could also be picked up from the "Little Free Library" in front of the pool building on April 1st. Leo added that the Board is waiting for GHPM to send a list of equipment that must be replaced before the pool opens. Leo said the Board also needs to order signs; repair the self-closing gate; replace the lock on the parking lot gate; purchase a new emergency phone; and make minor repairs before the pool opens. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to allocate \$2000 for pool equipment and repairs.

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 7:36 p.m.