

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

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

## **Board of Directors Meeting Via Zoom October 27, 2023, at 7:00 p.m.**

### **MINUTES**

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

##### **Present**

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

#### **Absent:**

#### **Management Company**

Venecia Perez – Randall Management  
Jane Godwin – Randall Management

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

With a Quorum present the meeting was called to order at 7:07 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 the Executive Session.

**Approval of Previous Meeting Minutes** – The minutes from the July 26, 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 July 26, 2023, as presented.

**Ratification of Decisions made since the last Board Meeting** – There were no ratifications made between meetings.

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

**Administrative** – Venecia Perez reported that there were eleven (11) accounts in collections, two (2) litigation, two (2) payment plans, three (3) deeds and one (1) closed.

**Financial Report** – Jane Godwin reviewed the financial statement for the month ending on September 30, 2023. A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to approve the September 30, 2023, financial report as presented.

**Deed Restrictions** – Venecia Perez reported the deed violations sent in the 3<sup>rd</sup> quarter. The letter count is as follows: one hundred forty-four (144) violation letters were sent, and one hundred thirty-five (135) violations were corrected.

### **Committee Reports:**

- A. Modifications Committee/ARC** – Cheri Zimmerman, Volunteer Assistant, reported that 32 new applications were received since the last BOD meeting; 19 applications were approved; 2 applications were denied; 8 applications are pending. There are three applications that have been sitting there because of information missing.
- B. Safety Awareness & County Liaison** – Leo Feldman reported that the committee has been inactive for years because there are no active members or chairman, and asked for homeowners to reach out to the Board for information about joining the committee. 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. Next, Leo discussed street parking in the community and reminded homeowners to report illegally parked vehicles directly to HCSO by calling the non-emergency number. Next, Leo stated that the MUD operator was busy doing maintenance and repairs in Willow Pointe, mostly water lines due to EZ Fiber damaging them.
- C. Recreation and Social Committee** – Jacquie Landry reported that they are currently working on the Winter Wonderland Carnival. The target date is December 9<sup>th</sup>. If you would like to join, send the board a message so you can help plan.
- D. Landscape Committee** – Leo Feldman stated that the committee still needs volunteers since he is the only active member.

### **Unfinished Business:**

- A. Changing Quorum (Article 7.3 of WPHOA's Amended By-Laws)-** Leo Feldman stated that at the last open board meeting, we discussed the association's difficulty in collecting absentee ballots or proxies from at least 10% of homeowners to reach quorum so the annual meeting and board of directors elections can be held. At that time, Leo proposed lowering the quorum from 10% to 7%; however, after checking with legal counsel, the Board was informed that the only way to lower quorum is to vote on lowering the quorum at an annual meeting.
- B. Ezee Fiber-** Leo Feldman reported that Ezee Fiber has finished installing their new fiber optic network in Willow Pointe, except for smoothing out dig areas, adding sod, fixing sprinklers, and picking up trash. Leo advised homeowners to contact Ezee Fiber directly if their crews left anything unfinished on their property and also reminded homeowners that Ezee Fiber's contact information was on the association website.
- C. Landscaping and Irrigation-** Leo Feld reported that seasonal flowers were installed earlier this month, and that the vendor actually planted more flowers than the contract included, and the association hasn't been billed for the extra flowers. Next, Leo reported that Ezee Fiber had damaged a lot of sprinklers which they fixed at no cost to the association. Their workers messed up a lot of grass, and jasmine died due to the damaged sprinklers, and their subcontractors are coming back to meet Leo next week to inspect the damage. Next, Leo discussed the playground and said the climbing wall was missing two specialized security bolts. Leo called the playground vendor and their rep will drop off the bolts next week so he can make the repairs. Leo said the Board also received a report of ant beds next to the pool facility, so he treated for ants. Leo also reported that the landscape crew didn't finish their weekly maintenance this week so he called the vendor and they will return to finish on Monday. Finally, Leo reported that he will be ordering kiddie mulch for the playground soon.

### **New Business:**

- A. 2024 Annual Budget Draft** – Jane Godwin went over the 2024 budget in detail - with no increase in the annual assessment - and answered questions from homeowners.
- B. 2024 Annual Assessment** – Leo Feldman made a motion to adopt the 2024 annual budget as presented and set the annual assessment at \$499 (no increase from 2023). Jacquie Landry seconded the motion, and it was unanimously approved to accept the 2024 annual budget as presented and keep the annual assessment at \$499 for 2024 (no increase).

- C. **2022 Annual Audit-** The 2022 Annual Audit was displayed. Regina Wall made a motion to accept the Annual Audit as presented, the motion was seconded by Leo Feldman, and it was unanimously approved to accept the 2022 Annual Audit as presented. Leo said he would post the full audit in Frontsteps so homeowners could login to the homeowner's portal and view the audit.
- D. **Electrical Repairs- SE & SW Corners of Willow Crossing Drive & Round Up Lane-** Leo Feldman said he contacted CenterPoint after a homeowner reported the monument lights weren't working. It took CenterPoint a week for come out and the technician told Leo that the breaker was dead and an electrician needed to be called to diagnose and make repairs before CenterPoint could restore power. Leo said the damage could have been caused by Ezee Fiber and he is waiting for their rep to schedule a time to meet.
- E. **Remove Damaged & Rotting Pergola Located Next to the Community Wader Pool-** Leo Feldman reported that the top portion of the pergola should be removed, and said it would be discussed in the January 2024 meeting.
- F. **ARC Review Guidelines Regarding Fence Height (Section 11, Paragraph 1) -** Leo Feldman reported that during a recent deed violation hearing, the Board was asked to consider changing the guidelines for the height of backyard fences. After review, the Board determined that changing the fence height guidelines could hurt the aesthetics of the community. Leo Feldman made a motion to keep the current guidelines in full force and effect; it was seconded by Regina Wall, and the Board unanimously approved to keep the current guidelines in force.

**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 provides up to a thirty (30) minute session where each owner has up to three (3) minutes to express themselves, ask questions, and make suggestions. Items discussed included: the landscape vendor cutting the grass too low; adding kiddie mulch in the playground; storing pool furniture; and disposing of items at the pool.

**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 7:56 p.m.