

Willow Pointe Homeowners Association, Inc.

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

Board of Directors Meeting Via Zoom March 28, 2024, 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 7:09 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.

Approvals of Previous Meeting Minutes – The Minutes from the January 25, 2024, meeting were reviewed. A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to approve the Minutes from January 25, 2024, as presented.

Ratification of Decisions made since the last Board Meeting – Signed the Engagement Letter with Nagesh & Carter to conduct the 2023 Annual Audit.

Management-Administrative Report:

Administrative – Jane Godwin reported that in the pending legal action report, there were eight (8) accounts in Collections, one (1) Deed, zero (0) Payment Plans, one (1) Litigation, one (1) Agreed Judgement and two (2) accounts were paid and closed.

Financial Report – Jane Godwin reviewed the financial statement for the month ending February 29, 2024. A motion was made by Jacquie Landry, seconded by Beant Lamba, and it was unanimously agreed to approve the February 29, 2024, financial report as presented.

Deed Restrictions – Venecia Perez reported the deed violations. The letter count is as follows: one hundred and seventy-four (174) violation letters were mailed, and thirty-five (35) violations were corrected.

Committee Reports:

- A. Modifications Committee/ARC –** Cheri Zimmerman, Volunteer Assistant, reported that 7 new applications were received since the last BOD meeting; 1 application was denied; 1 application was approved; and 7 applications are pending.

- B. **Safety Awareness & County Liaison** – Ron Palencia, board member of Harris County MUD No. 10, informed those present that the MUD is looking for 4 election clerks to manage early voting for the upcoming MUD election. Leo Feldman will post information provided by Ron Palencia on the Association website.
- C. **Recreation and Social Committee** – Jacquie Landry informed the homeowners that the committee is planning the pool sneak preview event.
- D. **Landscape Committee** – Leo Feldman reported that seasonal flowers will be planted in April, and that the landscape contract will be discussed under New Business later in the meeting.

Unfinished Business:

- A. **Amended Policies Per Texas Legislature HB 886 (Assessment Lien Filing) and HB 614 (Fines & Enforcement Policy)**- Leo Feldman reported that drafts of the policies have been sent to the attorney's office for revision and the final amended policies would be reviewed during a future open meeting.
- B. **Electrical Repairs at Round Up Lane & Willow Crossing Drive**- Leo Feldman provided an update on the monument lights that have not worked since an electrical outage was first reported in September 2023. Leo has been in constant contact with Ezee Fiber to fix the problem because it occurred after their crews were digging in the area to install fiber optic cable. Leo is now communicating with Ezee Fiber's corporate office and is waiting on a resolution.
- C. **2024 Pool Season**– Leo Feldman reported that homeowners don't have to fill out pool registration forms this year and Randall Management will mail pool cards to all eligible homeowners. Renters must get their pool card from the homeowners, and there will be a \$10 fee to replace lost pool cards. The pool is scheduled to open Memorial Day weekend on Saturday May 25th at 9 a.m. The sneak preview is Saturday May 18th from 11 a.m. to 3 p.m. There was a motion by Leo Feldman and seconded by Jacquie Landry and it was unanimously agreed to allocate \$2,000 for pool signs, pool cards, four (4) lounge chairs, pool and bathroom repairs, and equipment to get the pool ready for pool season.
- D. **Restripping Roads in Willow Pointe**- Leo Feldman updated those present about the work order that was sent to Harris County Precinct 3 requesting that they restripe or mark the roads in Willow Pointe. Precinct 3 responded that the County doesn't restripe all two-way roads within subdivisions: only roads with divided cross sections. Trail Ridge at Jones Road was finished in February as part of another ongoing project, but restriping Willow Crossing Drive at Round Up will take longer because the ramp configuration and crosswalk markings are not up to current county standards. Both medians have to be moved back 8-9 feet, so we may lose some landscaping and there could be sprinkler damage. Leo met with the contractor to discuss the project a few weeks ago and we are waiting for construction to begin.
- E. **Kiddie Mulch at the Playground**- Leo Feldman reported that he and the contractor installed 5 yards of kiddie mulch and they are scheduled to finish this weekend, weather permitting. The contractor will also cut the tree roots in the playground area.

New Business:

- A. **Delinquent Accounts: Accounts in Collections**- Leo Feldman reminded homeowners that the 2024 assessments are now past due. Leo said if homeowners received a letter regarding a past due assessment, they need to reach out to Randall Management to bring the account current and avoid it being turned over to the attorney for collections. Leo said that in 2023, numerous homeowners failed to contact us before the fees piled up and liens were filed with the county. Then, the homeowners asked the HOA to waive their late fees & legal fees. Leo stated that after WPHOA starts paying legal fees to collect a delinquent account, we are not in a position to waive those fees. A motion was made by Leo Feldman and seconded by Jacquie Landry and it was unanimously agreed that WPHOA will not waive any late fees, collection fees and/or attorney's fees incurred by WPHOA from delinquent accounts.
- B. **Landscape Contract**- Leo updated those present about issues with the current vendor after the crew did not clean up acorns in the common areas. Leo has been talking with the vendor to try and resolve the issue, and the Board also received a new bid from another vendor. There was a motion by Leo Feldman and seconded by Jacquie Landry and it was unanimously agreed that the Landscape Contract will be negotiated between meetings.

- C. Removal of Trees on Trail Ridge Drive east of Jones Road** – The bid from Cesar B. Tree Service was reviewed. There was a motion by Leo Feldman and seconded by Jacquie Landry and it was unanimously agreed to approve the proposal of \$600 from Cesar B. Tree Service.
- D. Landscape Extras and Mulch**– There was a motion by Leo Feldman and seconded by Jacquie Landry and it was unanimously agreed to allocate \$3,000 to install mulch in the common areas.
- E. Community Garage Sale – April 19-21, 2024.** Leo Feldman reminded those present of the upcoming Community Garage Sale.
- F. 2024 Annual Meeting – May 23, 2024.** Leo Feldman said that information regarding the Annual Meeting would be mailed to homeowners and posted on the Association website.
- G. ARC Committee/Applications Received from Committee and Board Members**-There was a motion by Leo Feldman and seconded by Jacquie Landry and it was unanimously agreed that no member of the Modifications Committee/ARC or Board of Directors may participate in discussions or vote on an ARC Application for a property owned by them or any relative that resides in Willow Pointe.
- H. USPS Mailbox Cluster Units**- There was a motion by Leo Feldman and seconded by Regina Wall and it was unanimously agreed that Jacquie Landry, with Beant Lamba's assistance, will investigate the replacement of USPS plastic cluster mailbox units in Willow Pointe.

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. Topics discussed included: request to remove a plastic container by the pool; boat parked at a property on Pony Express; lights in the pool room; tightening the pool hand rails; and digging at the retention pond.

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 8:08 p.m.