

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

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

## **Board of Directors Meeting via Zoom January 29, 2026, at 7:00 p.m.**

### **MINUTES**

#### **Board of Directors**

##### **Present:**

*Jacquie S. Sedgwick-Landry – President  
Eugenia (Jana) Lozovanu – Secretary  
Leo Feldman – Treasurer*

##### **Absent:**

*Bill Brune – Vice President  
Sandra (Michele) Hernandez- Director at Large*

#### **Management Company – Randall Management:**

*Venecia Perez – Community Association Manager  
Tammy Stubbs-Dickson- Regional Manager*

**Call to Order:** *With a Quorum present the meeting was called to order at 7:03 p.m.*

**Establish Quorum – Roll Call:** *With three-of-the-five Board of Directors present, the quorum was established.*

**Guest:** *N/A*

**Adoption of Agenda:** *The Agenda was reviewed, and a motion was made by Leo Feldman, seconded by Jacquie S. Sedgwick-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.*

**Approval of Previous Meeting Minutes –** *The minutes from the December 10, 2025, meeting were reviewed. A motion was made by Leo Feldman, seconded by Jacquie S. Sedgwick-Landry, and it was unanimously agreed to approve the Minutes from December 10, 2025, as presented.*

#### **Ratification of Decisions made since the last Board Meeting –**

- 1. \$814 for Landscape Extras (edging & jasmine)*
- 2. \$295.21 to HostGator for Website Hosting (3-yr renewal)*

*There was a motion by Leo Feldman and seconded by Jacquie S. Sedgwick-Landry and it was unanimously agreed to approve the ratifications of decisions made since the last open board meeting as listed.*

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

- Administrative** – *Venecia Perez reported that in the pending legal action report, : Ten (10) Accounts in collections; one (1) In deed with the attorney; two (2) payment plans; one (1) litigation; zero (0) bankruptcy; and two (2) closed files.*
- Financial Report** – *Venecia Perez reviewed the financial statement for the month ending December 31, 2025. A motion was made by Leo Feldman, seconded by Jacquie S. Sedgwick-Landry, and it was unanimously agreed to approve the December 31, 2025, financial report as presented.*
- Deed Restrictions** – *Venecia Perez reported the deed violations. The December 2025 letter count is as follows: 179 Deed violation letters were mailed to homeowners and 56 Deed violations were corrected in December.*

### **Committee Reports:**

1. **Modifications Committee/ARC** – Leo Feldman reported that since the last open board meeting, 40- new ARC applications were submitted; two (2) were declined, five (5) were approved, and thirty six (36) applications are pending review.
2. **Safety Awareness & County Liaison** – This committee has been inactive for approximately three years and currently has no members. The monthly HCSO patrol contract reports continue to be posted on the Association website and Frontsteps. Homeowners were encouraged to volunteer. The Board stated it will consider disbanding the committee at the next meeting if no volunteers come forward.
3. **Recreation and Social Committee** – Jacquie S. Sedgwick-Landry announced a Community Plant Exchange Event scheduled for March 22 at the pool area.
  - Homeowners are invited to bring plants and pots to exchange.
  - No sales will be permitted.
  - Event notifications will be posted on the website, Nextdoor, and Facebook.
  - Printed notices will also be distributed to homeowners.

Additionally, the Board reported replacing a stolen community flag at an approximate cost of \$25.

4. **Landscape Committee** – This committee has also been inactive for approximately three years due to lack of volunteers. The Board will consider disbanding it if no homeowners volunteer.

### **Unfinished Business:**

1. **Pool Management Contract**- Leo Feldman stated that the Association remains on a month-to-month agreement with GHPM while reviewing bids for full pool maintenance services. The Board is in the final stages of vendor selection and will provide an update at the next open meeting.
2. **Landscape & Grounds Maintenance**: Leo Feldman provided an update:
  - Irrigation system repairs have been completed; all sprinklers are operational, with minor post-freeze repairs pending.
  - Backflow preventer drained and water secured prior to freeze.
  - New flowers installed.
  - Street edging has been installed on the spine streets and mulch is to be added in the spring.
  - Jasmine plantings are being replaced along the spine streets.
  - Additional plantings will continue after freeze season.
3. **Board Meeting Dates for 2026**- Proposed 2025 meeting dates are being finalized and will be posted on the website once confirmed.

### **New Business:**

1. **New Policy: Architectural Review Authority Guidelines**- The Board reviewed and discussed the revised Resolution of Willow Point Homeowners Association Regarding the Ratification of the Architectural Review Authority Guidelines, including:
  - Application submission requirements;
  - Two-application maximum per owner;
  - \$25 fee for duplicative/harassing applications;
  - Appeal procedures;
  - Application expiration timelines;
  - ARC membership requirements and exclusions;
  - Conflict of interest provisions; and
  - Written approval requirement (no oral approvals permitted)

(Continued)

*Administrative revisions were made to replace specific management company references with "management company of record" and "Community Association Manager".*

*There was a motion by Leo Feldman and seconded by Jacquie S. Sedgwick-Landry and it was unanimously agreed to adopt the Resolution of the Willow Point Homeowners Association, Inc., regarding the Ratification of the Architectural Review Authority Guidelines, with administrative revisions as discussed.*

2. **Recreation & Social Committee, Spring Fling changed to Plant Exchange-** *The Board announced a Community Plant Exchange Event scheduled for March 22 at the pool area:*
  - *Homeowners are invited to bring plants and pots to exchange;*
  - *No sales will be permitted;*
  - *Event notifications will be posted on the website, Nextdoor, and Facebook; and*
  - *Printed notices will also be posted in the community.*
3. **Ant Control Proposal from Yellowstone-** *The Board reviewed a \$2,600 proposal for annual ant treatment at the pool/playground area. The proposal was declined by Leo Feldman and seconded by Jacquie S. Sedgwick-Landry. The motion was unanimous.*
4. **Repair Outdoor Lights and Lamp Posts at the Community Park and Pool (Allocate Funds) -** *Electrical issues are causing pool-area lights and lamp posts to fail. There was a motion by Leo Feldman and seconded by Jacquie S. Sedgwick-Landry and it was unanimously agreed to allocate \$2,000 for the electrical diagnosis and repairs to the outdoor lights and lamp post.*
5. **Replace Kiddie Mulch at the Playground (Allocate Funds) -** *The Board discussed replacing playground kiddie mulch (approximately 10 cubic yards). There was a motion by Leo Felman and seconded by Jacquie S. Sedgwick-Landry and it was unanimously agreed to allocate up to \$3,000 for delivery and installation of playground mulch.*
6. **Volunteer Appreciation Gift-** *There was a motion by Jacquie S. Sedgwick-Landry and seconded by Eugenia (Jana) Lozovanu and it was unanimously agreed to purchase a \$500 Amazon gift card as a thank you gift recognizing a volunteer for her efforts and support to the Board.*

**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. The main topics discussed were an irrigation leak; pool water drainage procedures; common area brick walls settling; and dead and fallen trees near Trail Ridge and Jones Road. A request was made to mark the management company's inspection vehicles; however, management personnel advised against this practice due to liability concerns. Sheriff's office patrol coverage concerns related to the MUD area was also discussed. Finally, a typographical correction was noted in the new ARA Guidelines document.*

**Adjournment:** *With no further business to discuss, a motion was made by Eugenia (Jana) Lozovanu, it was seconded by Jacquie S. Sedgwick-Landry, and it was unanimously decided to adjourn the meeting at 7:56 p.m.*