

Willowlake Homeowners Association, Inc.

c/o Randall Management 6200 Savoy, Suite 420, Houston, Texas 77036 (713) 728-1126

Board of Directors Meeting January 3, 2023 - MINUTES

The Willowlake Homeowners Association, Inc., Board of Directors met for the monthly meeting of the Homeowners Association. This meeting was conducted via Zoom.

Board of Directors:

Present:

David Wilkins, President
Lynn Burch, Vice President
Joseph Guarnuccio, Treasurer
Alejandro Paredes, Secretary

Absent:

Ronnie LaPaglia, Director

Management Company:

Carlos Mata, Property Manager
Jane Godwin, Randall Management

Establish Quorum – Roll Call:

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

Call to Order:

With a quorum of Board members present, the Board Meeting was called to order at 7:00 p.m.

Adoption of Agenda:

The agenda was reviewed, and a motion was made by Lynn Burch, seconded by David Wilkins, and it was unanimously agreed to approve the agenda as presented.

Approval of the Minutes: November 1, 2022, Board Meeting minutes were reviewed. A motion was made by David Wilkins, seconded by Lynn Burch, and it was unanimously agreed to approve the November 1, 2022, Minutes as presented.

Financials – The November 30, 2022, and the December 31, 2022, financials were reviewed in detail. A motion was made by Lynn Burch, seconded by Alejandro Paredes and it was unanimously agreed to approve the November 30, 2022, and the December 31, 2022, financials as presented.

Ratification of decisions made between meetings – There were no decisions made between meetings to ratify.

Management Report

Deed Restrictions - Carlos Mata reported that there were sixty-one (61) 1st letters, twenty (20) second letters, and nine (9) third letters and ninety (90) violations were corrected.

Pending Legal Action – Carlos Mata stated that there were one (1) Deed, seven (7) collection and one (1) payment plan with the attorney and one (1) closed account.

Committee Reports

Website www.ourwillowlake.com – Jack Bui reported that website was updated.

Yard of the Month – The holiday Yard of the Month signs were placed in front of the winning homes. Lynn Burch volunteered to contact Tammy about the sign removal.

Park – David Wilkins stated that there had been a trash receptacle on fire during the holidays. He has replaced the liner and needs to paint it.

Social– The Board discussed having an Arbor Day Event to install new trees to replace the ones lost during 2021 freeze and 2022 draught. A date will be determined later. Alejandro Paredes suggested having another shred day sometime in April. The Board agreed and will decide on a date later.

Pool – The Board asked Randall Management to get current pricing to replace pool furniture. David Wilkins stated that a pipe had burst in the pool house during the freeze and needed repair.

Unfinished Business – No unfinished business discussed.

New Business:

Sidewalk Leveling Bid – A bid was presented to the Board for sidewalk leveling in the amount of \$2,100.00. A motion was made by David Wilkins, seconded by Lynn Burch and it was unanimously agreed to approve the bid.

Tree Removal and tree trimming Bid – A bid from Santoyo Tree Service was presented to prune 61 trees and remove a pine tree and 2 declining trees and grind the stumps. A motion was made by David Wilkins, seconded by Alejandro Paredes and it was unanimously agreed to approve the tree bid but the Board would like the location of the two tree removals identified.

Open Forum:

The Open Forum is the time that owners can address the Board of Directors. Each month the Willowlake Board of Directors provides owners up to five (5) minutes to express themselves, ask questions, and make suggestions. Some of the topics discussed were illegal parking. Randall Management will be getting a written opinion from the attorney regarding street parking, commercial vehicles, and expired license street parking by the end of the week. There is a section of sidewalk at Big Branch and Willowlake Park Dr. that is very uneven. The Board plans to mark it for caution purposes before it's repaired. There is a lighting problem at the park and the monument at Little Branch where the lights stay on all day. During the freeze a backflow preventer 2" brass valve cracked. The Board would like AceScapes to provide a bid to a completely winterizing the irrigation system by blowing out the irrigation lines. Which would include installing fittings to connect the compressor lines to blow out the water in the lines.

Adjournment:

With no further business to discuss, a motion was made by Lynn Burch, seconded by David Wilkins, and it was unanimously agreed to adjourn the meeting at 7:47 p.m.