



# Meadowlake Village Homeowner's Association

P.O. Box 1583  
Mont Belvieu, Texas 77580  
Phone (281) 573-4027

[www.meadowlakevillagehoa.com](http://www.meadowlakevillagehoa.com)  
email: [meadowlakevillage@verizon.net](mailto:meadowlakevillage@verizon.net)

## Meeting Notice

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Tuesday, January 10, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Review and take action on Certificate of Resolution relating to the Recovery of Costs and Postage for Deed Restriction Violation Notices.
- VII. Adjourn to Executive Session, if needed.
- VIII. Reconvene in Open Session.
- IX. Action, if any, which may be appropriate as a result of closed session deliberations.
- X. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES January 10, 2023

Board Members Present:

Leslie McDonald, Brenda Marsh, and Robert Wagnon

Manager Present: Regina Real

6:01 p.m. regular meeting called to order

6:19 p.m. Regular meeting adjourned

6:22 p.m. Executive session called to order

6:25 p.m. Executive Session adjourned

6:25 p.m. Regular Meeting called to order

6:26 p.m. Regular Meeting Adjourned

- I. Quorum was established.
- II. 6:01 p.m. meeting was called to order by Robert Wagnon.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald, seconded by Brenda Marsh, and passed 3-0.
- IV. Security officer Andrew Flores of Enforce Security presented the monthly report.
- V. Open Forum:
  - o New homeowner asked questions related to ACC approvals.
  - o Homeowner inquired about driveway expansions.
- VI. The Board of Directors reviewed Certificate of Resolution relating to the recover of costs and postage for deed restriction enforcement notices. A motion to approve the Certificate of Resolution was made by Leslie McDonald, seconded by Brenda Marsh and passed 3-0.
- VII. With no further business, a motion was made by Brenda Marsh and seconded by Leslie McDonald, and passed 3-0 at 6:19 p.m. to adjourn to executive session.
- VIII. Executive Session was called to order by Robert Wagnon at 6:22 p.m.
- IX. A motion to adjourn executive session was made by Leslie McDonald, seconded by Brenda Marsh, and passed 3-0 at 6:25 p.m.
- X. Regular meeting was to called to order by Robert Wagnon at 6:25 p.m.
- XI. A motion to escalate 4 accounts at the Association's attorney's office to a lawsuit was made by Brenda Marsh, seconded by Leslie McDonald, and passed 3-0.
- XII. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 3-0 at 6:26 p.m.



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## Meeting Notice

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, February 13, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Update on old business.
- VII. Take action on approval of bid from ROA Electrical.
- VIII. Adjourn to Executive Session, if needed.
- IX. Reconvene in Open Session.
- X. Action, if any, which may be appropriate as a result of closed session deliberations.
- XI. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES February 13, 2023

Board Members Present:

Gene Wueste, Robert Wagnon and Leslie McDonald, Brenda Marsh

Manager Present: Regina Real

6:00 p.m. regular meeting called to order

6:05 p.m. Regular meeting adjourned

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Gene Wueste.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald, seconded by Brenda Marsh, and passed 4-0.
- IV. Enforce Security Report - postponed.
- V. Open Forum:
  - o Homeowner expressed need for trashcan at soccer field and signage for trash and no glass bottles.
- VI. Property manager gave an update on digital signage install with a timeline of 5-7 weeks.
- VII. The board of directors reviewed the proposal from ROA Electrical to install electrical for digital signs. A motion to approve proposal was made by Robert Wagnon and seconded by Leslie McDonald and passed 4-0.
- VIII. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:05 p.m.



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## Meeting Notice

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, March 6, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Review and take action on proposal for Reserve Study.
- VII. Review and take action on additional trashcan for soccer field.
- VIII. Review and take action on 4<sup>th</sup> quarter financial statements.
- IX. Review and take action on 2023 management contract.
- X. Review and take action on Land Survey proposals for HOA common areas.
- XI. Adjourn to Executive Session to discuss legal matters, if needed.
- XII. Reconvene in Open Session.
- XIII. Action, if any, which may be appropriate as a result of closed session deliberations.
- XIV. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES March 6, 2023

Board Members Present:

Gene Wueste, Leslie McDonald, Brenda Marsh, and Robert Wagnon

Manager Present: Regina Real

6:00 p.m. regular meeting called to order

6:22 p.m. Regular meeting adjourned

6:26 p.m. Executive session called to order

6:30 p.m. Executive Session adjourned

6:30 p.m. Regular Meeting called to order

6:31 p.m. Regular Meeting Adjourned

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Gene Wueste.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald, seconded by Brenda Marsh, and passed 4-0.
- IV. Security officer from Enforce Security presented the monthly report.
- V. Open Forum:
  - o Homeowners concerned about all the cars parked on Breda and Broken Arrow blocking traffic/view.
  - o Homeowner inquired about trash services.
- VI. The Board of Directors reviewed Reserve Study proposal from Criterium-Yancy Engineers. A motion to approve the proposal was made by Robert Wagnon, seconded by Leslie McDonald and passed 4-0.
- VII. The Board of Directors reviewed need for additional trashcan and signage at the soccer field. A motion to add the additional trashcan and signage was made by Leslie McDonald, seconded by Robert Wagnon, and passed 4-0.
- VIII. The Board of Directors reviewed 2022 4<sup>th</sup> Quarter Financial Statements from Jimmie Pierce, CPA. A motion to approve the financials was made by Robert Wagnon, seconded by Leslie McDonald and passed 4-0.
- IX. The Board of Directors reviewed management contract renewal with Regina Real. A motion to approve the renewal was made by Leslie McDonald, seconded by Brenda Marsh and passed 4-0.
- X. The Board of Directors reviewed land survey proposals. A motion to approve the proposal from Chambers Surveying was made by Leslie McDonald, seconded by Robert Wagnon and passed 4-0.
- XI. With no further business, a motion was made by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:22 p.m. to adjourn to executive session.
- XII. Executive Session was called to order by Gene Wueste at 6:26 p.m.
- XIII. A motion to adjourn executive session was made by Leslie McDonald, seconded by Brenda Marsh, and passed 4-0 at 6:30 p.m.
- XIV. Regular meeting was to called to order by Charles Wueste at 6:30 p.m.

- XV. A motion to escalate two accounts at the Association's attorney's office to a lawsuit was made by Robert Wagnon, seconded by Leslie McDonald, and passed 4-0.
- XVI. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:31 p.m.



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## Meeting Notice

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, April 3, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Consider and take action on Amendment to Architectural Guidelines.
- VII. Adjourn to Executive Session to discuss legal matters, if needed.
- VIII. Reconvene in Open Session.
- IX. Action, if any, which may be appropriate as a result of closed session deliberations.
- X. Adjournment.



MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES April 3, 2023

Board Members Present:

Gene Wueste, Leslie McDonald, Brenda Marsh, and Robert Wagnon

Manager Present: Regina Real

6:00 p.m. regular meeting called to order

6:13 p.m.

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Gene Wueste.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald, seconded by Robert Wagnon, and passed 4-0.
- IV. Security officer from Enforce Security was not present for the monthly report.
- V. Open Forum:
  - o None
- VI. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:13 p.m.



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## MEETING NOTICE

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, May 1, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Review and take action on 1<sup>st</sup> Quarter Financial Statements.
- VII. Adjourn to Executive Session to discuss legal matters, if needed.
- VIII. Reconvene in Open Session.
- IX. Action, if any, which may be appropriate as a result of closed session deliberations.
- X. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES May 1, 2023

Board Members Present:

Leslie McDonald, Brenda Marsh, and Robert Wagnon

6:00 p.m. regular meeting called to order

6:10 p.m.

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Robert Wagnon.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald, seconded by Brenda Marsh, and passed 3-0.
- IV. Security officer from Enforce Security was not present for the monthly report.
- V. Open Forum:
  - o Homeowner concerned about speeding in neighborhood.
- VI. A motion to approve financial statements was made by Brenda Marsh, seconded by Leslie McDonald and passed 3-0.
- VII. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 3-0 at 6:10 p.m.



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## MEETING NOTICE

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, June 5, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Adjourn to Executive Session to discuss legal matters, if needed.
- VII. Reconvene in Open Session.
- VIII. Action, if any, which may be appropriate as a result of closed session deliberations.
- IX. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES June 5, 2023

Board Members Present:

Gene Wueste, Leslie McDonald, Brenda Marsh, and Robert Wagnon

6:00 p.m. regular meeting called to order

Meeting Adjourned 6:02 p.m.

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Gene Wueste.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Robert Wagnon seconded by Leslie McDonald, and passed 4-0.
- IV. Security officer from Enforce Security was not present for the monthly report.
- V. Open Forum:
  - o None.
- VI. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:02 p.m.



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## MEETING NOTICE

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, July 3, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Update on Old Business.
- VII. Adjourn to Executive Session to discuss legal matters, if needed.
- VIII. Reconvene in Open Session.
- IX. Action, if any, which may be appropriate as a result of closed session deliberations.
- X. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES July 3, 2023

Board Members Present:

Gene Wueste, Leslie McDonald, Brenda Marsh, and Robert Wagnon

6:00 p.m. regular meeting called to order

6:06 p.m. Regular meeting adjourned

6:08 p.m. Executive session called to order

6:10 p.m. Executive Session adjourned

6:10 p.m. Regular Meeting called to order

6:12 p.m. Regular Meeting Adjourned

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Gene Wueste.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald seconded by Robert Wagnon, and passed 4-0.
- IV. Security officer from Enforce Security was not present for the monthly report.
- V. Open Forum:
  - o Homeowner expressed concerns for speeding and 4-wheelers. Advised to call Constable. Association manager will also call Constable's office and request patrols for speeding.
  - o Homeowner reported that the trashcans are being used and installation has cut down on littering.
- VI. Association Manager Regina Real gave updates on old business:
  - o Digital signs are still in permitting with Harris County.
  - o Nets will be replaced on basketball goals.
- VII. With no further business, a motion was made by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:06 p.m. to adjourn to executive session.
- VIII. Executive Session was called to order by Gene Wueste at 6:08 p.m.
- IX. A motion to adjourn executive session was made by Leslie McDonald, seconded by Brenda Marsh, and passed 4-0 at 6:10 p.m.
- X. Regular meeting was to called to order by Charles Wueste at 6:10 p.m.
- XI. A motion to authorize association's attorney to proceed with foreclose on a property was made by Robert Wagnon, seconded Brenda Marsh, and passed 4-0.
- XII. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Robert Wagnon, and passed 4-0 at 6:12 p.m.



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## NOTICE OF HOA MEETING

### MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION

Notice is hereby given that Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, August 7, 2023, at 6:00 p.m. at the following location: Meadowlake Village HOA Clubhouse, 7410 Breda Drive, Baytown, Texas, 77521.

The Board of Directors will consider and act upon the following matters:

1. Establish Quorum.
2. Call meeting to order.
3. Approval of minutes from prior meeting.
4. Enforce Security to present monthly report.
5. Open Forum – 3 minutes per homeowner.
6. To review and take action on closing account with Community Resource Credit Union and approve opening new account with DuGood Credit Union and authorize Regina Real to facilitate such changes.
7. To review and take action on HOA depositories and authorize investments.
8. Update on Old Business.
9. Adjourn to Executive Session to discuss legal matters, if needed.
10. Reconvene in Open Session.
11. Action, if any, which may be appropriate as a result of closed session deliberations.
12. Adjournment.



MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES August 7, 2023

Board Members Present:

Gene Wueste, Leslie McDonald, Brenda Marsh, and Robert Wagnon

6:01 p.m. regular meeting called to order

6:23 p.m. Regular meeting adjourned

6:24 p.m. Executive session called to order

6:27 p.m. Executive Session adjourned

6:27 p.m. Regular Meeting called to order

6:28 p.m. Regular Meeting Adjourned

- I. Quorum was established.
- II. 6:01 p.m. meeting was called to order by Gene Wueste.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald seconded by Robert Wagnon, and passed 4-0.
- IV. Enforce Security – Officer Mitchell introduced himself as a new officer.
- V. Open Forum:
  - o Homeowner asked questions about possible new warehouse near subdivision. Board advised of Public Hearing being held by City of Baytown on August 10<sup>th</sup>.
- VI. A motion for Regina Real to facilitate closing of Community Resource Credit Union savings account and open a new savings account at DuGood Credit Union with Charles Wueste, Robert Wagnon, Brenda Marsh and Leslie McDonald to be on the account was made by Leslie McDonald, seconded by Brenda Marsh, and passed 4-0.
- VII. A motion to authorize opening certificate of deposit investments at DuGood Credit Union and Stellar Bank was made by Leslie McDonald, seconded by Robert Wagnon, and passed 4-0.
- VIII. Association Manager Regina Real gave updates on old business:
  - o Digital sign permitting has been approved. Installation date pending.
  - o Basketball goals will have new nets installed next month.
- IX. With no further business, a motion was made by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:23 p.m. to adjourn to executive session.
- X. Executive session was called to order at 6:24 p.m.
- XI. A motion to adjourn executive session was made by Leslie McDonald, seconded by Brenda Marsh, and passed 4-0 at 6:27 p.m.
- XII. Regular meeting was to called to order by Charles Wueste at 6:27 p.m.
- XIII. A motion to authorize association's attorney to proceed with next step of legal action on all existing accounts was made by Leslie McDonald, seconded by Brenda Marsh, and passed 4-0.
- XIV. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:28 p.m.



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## NOTICE OF HOA MEETING

### MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION

Notice is hereby given that Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, September 11, 2023, at 6:00 p.m. at the following location: Meadowlake Village HOA Clubhouse, 7410 Breda Drive, Baytown, Texas, 77521.

The Board of Directors will consider and act upon the following matters:

1. Establish Quorum.
2. Call meeting to order.
3. Approval of minutes from prior meeting.
4. Enforce Security to present monthly report.
5. Open Forum – 3 minutes per homeowner.
6. Review and take action on financial statements.
7. Update on Old Business.
8. Adjourn to Executive Session to discuss legal matters, if needed.
9. Reconvene in Open Session.
10. Action, if any, which may be appropriate as a result of closed session deliberations.
11. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES September 11, 2023

Board Members Present:

Gene Wueste, Leslie McDonald, and Brenda Marsh

Manager: Regina Real

6:00 p.m. regular meeting called to order

6:03 p.m. Regular meeting adjourned

- I. Quorum was established.
- II. 6:01 p.m. meeting was called to order by Gene Wueste.
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald seconded by Brenda Marsh, and passed 3-0.
- IV. Enforce Security – Postponed.
- V. Open Forum:
  - o Homeowner made comments on warehouse for John Martin moving forward.
- VI. A motion to approve 2<sup>nd</sup> Quarter Financial Statements was made by Brenda Marsh, seconded by Leslie McDonald, and passed 3-0.
- VII. Association Manager Regina Real gave updates on old business:
  - o Digital signs: Awaiting stone.
- VIII. With no further business, a motion was made by Brenda Marsh and seconded by Leslie McDonald, and passed 4-0 at 6:23 p.m. to adjourn to executive session.
- IX. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 3-0 at 6:03 p.m.



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## MEETING NOTICE

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, October 2, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Update on Old Business.
- VII. Take action on removal of the late Charles Wueste from bank accounts.
- VIII. Take action on entering emergency repairs for water leak into minutes.
- IX. Discuss and take action on fall event at Meadowlake Village.
- X. Adjourn to Executive Session to discuss legal matters, if needed.
- XI. Reconvene in Open Session.
- XII. Action, if any, which may be appropriate as a result of closed session deliberations.
- XIII. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES October 2, 2023

Board Members Present:

Robert Wagnon, Leslie McDonald, and Brenda Marsh

Manager: Regina Real

6:00 p.m. Regular meeting called to order

6:19 p.m. Regular meeting adjourned

6:22 p.m. Executive session called to order

6:24 p.m. Executive Session Adjourned

6:24 p.m. Regular meeting called to order

6:25 p.m. Regular meeting adjourned

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Robert Wagnon
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald, seconded by Brenda Marsh, and passed 3-0.
- IV. Enforce Security – Postponed.
- V. Open Forum:
  - o Homeowner inquired if the subdivision still has security.
- VI. Association Manager Regina Real gave updates on old business:
  - o Digital signs: Awaiting stone.
  - o Awaiting bids for pickleball court at second tennis court.
- VII. A motion to remove the late Charles Wueste from bank accounts at Woodforest National Bank, DuGood Credit Union and Stellar Bank was made by Leslie McDonald, seconded by Brenda Marsh and passed 3-0.
- VIII. A motion to enter the emergency repairs by Blackmon Plumbing for water leak into the minutes was made by Leslie McDonald, seconded by Brenda Marsh and passed 3-0.
- IX. With no further business, a motion was made by Brenda Marsh and seconded by Leslie McDonald, and passed 3-0 at 6:19 p.m. to adjourn to executive session.
- X. Executive Session was called to order by Robert Wagnon at 6:22 p.m.
- XI. Executive Session was adjourned at 6:24 p.m.
- XII. Regular Session was called to order by Robert Wagnon at 6:24 p.m.
- XIII. A motion to send 43 accounts with past due assessments to the attorney's office was made by Leslie McDonald, seconded by Brenda Marsh and passed 3-0.
- XIV. With no further business, a motion was made to adjourn by Brenda Marsh and seconded by Leslie McDonald, and passed 3-0 at 6:25 p.m.



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## Meeting Notice

The Meadowlake Village Homeowners' Association Board of Directors will hold a regular meeting Monday, November 6, 2023, at 6:00 p.m. The meeting will be held at 7410 Breda Drive, Baytown, Texas, 77521.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from prior meeting.
- IV. Enforce Security – Monthly Report
- V. Open Forum – 3 minutes per homeowner.
- VI. Update on Old Business.
- VII. Review and take action on 3<sup>rd</sup> Quarter Financial Statements.
- VIII. Discuss Holiday Event.
- IX. Discuss and take action on appointment of board vacancies.
  - X. Adjourn to Executive Session to discuss legal matters, if needed.
- XI. Reconvene in Open Session.
- XII. Action, if any, which may be appropriate as a result of closed session deliberations.
- XIII. Adjournment.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES November 6, 2023

Board Members Present:

Robert Wagnon, Leslie McDonald, Brenda Marsh, Yvette Bazan and Debra Murray

Manager: Regina Real

6:00 p.m. Regular meeting called to order

6:36 p.m. Regular meeting adjourned

- I. Quorum was established.
- II. 6:00 p.m. meeting was called to order by Robert Wagnon
- III. Prior meeting minutes were reviewed and a motion to approve was made by Leslie McDonald, seconded by Brenda Marsh, and passed 3-0.
- IV. Enforce Security – Kevin with Enforce Security gave the monthly report.
- V. Open Forum:
  - o Homeowner inquired about a dead palm tree in backyard.
  - o Homeowner inquired about curbs at Broken Arrow and Breda and Breda and Sequoia needing repair. HOA manager will report for a service request.
  - o Homeowner inquired if the board knew anything about fiber internet getting installed in the neighborhood.
  - o Homeowner inquired about loose dogs. Advised to contact Harris County Animal Control and/or sheriff's office.
- VI. Association Manager Regina Real gave updates on old business:
  - o Digital signs: To be installed next week. The board would like to meet with Sign Express prior to install.
- VII. A motion to approve the 3<sup>rd</sup> Quarter Financial Statements was made by Leslie McDonald, seconded by Brenda Marsh and passed 3-0.
- VIII. The Board discussed hosting a Holiday Event on December 16, 2023. The movie, train, and bounce house will be sponsored by Blackmon Plumbing.
- IX. A motion was made to appoint Yvette Bazan and Debra Murray to boards vacancies by Leslie McDonald, seconded by Brenda Marsh and passed 3-0.
- X. With no further business, a motion was made by Brenda Marsh and seconded by Leslie McDonald, and passed 3-0 at 6:19 p.m. to adjourn.



# Meadowlake Village Homeowner's Association

P.O. Box 1583  
Mont Belvieu, Texas 77580

www.meadowlakevillage.net  
email: meadowlakevillage@verizon.net  
Phone (281) 573-4027

November 9, 2023

## NOTICE OF ANNUAL MEETING

You are invited to attend the 2023 Annual Meeting of the Members, which will be held on Monday, November 27, 2023, at 7410 Breda Drive, in Baytown, Texas, 77521. The meeting will start at 6:00 p.m. Registration will start at 5:45 p.m. In order to have all homeowners registered prior to the start of the meeting, please arrive early for registration.

Pursuant to Sec. 209.0058(c) of the Texas Property Code, in a property owners' association election, written and signed ballots are not required for uncontested races. In response to the solicitation of candidates that was previously sent out to all owners, there were no owners that submitted their name as a candidate to be placed on the ballot. The only candidates running are the current Board members. Accordingly, the current Board members are elected by acclamation, without the need for an election.

The agenda for the meeting is as follows:

- I. Establish Quorum.
- II. Call meeting to order.
- III. Approval of minutes from previous meeting.
- IV. Open Forum (limit of 3 minutes per homeowner)
- V. Review and take action to adopt 2024 budget and set annual assessment rate for 2024.
- VI. Election of Directors – Uncontested race, Directors elected by acclamation.
- VII. Discuss and take action on assignment of directors.
- VIII. Adjourn to Executive Session, (if needed).
- IX. Reconvene in Open Session.
- X. Action, if any, which may be appropriate as a result of closed session deliberations.
- XI. Adjournment.

### Upcoming Event: Christmas in Park December 16<sup>th</sup> 4:30 p.m.



**Join us on Saturday, December 16<sup>th</sup>** at the clubhouse located at 7410 Breda Drive for a visit from Santa, Candyland Slide, train rides and a movie in the park. Event begins at 4:30 p.m. Santa will make his arrival at 5:30 p.m. The movie will be played in the park and starts at 6:30 p.m. We will be showing The Santa Clause. This is a free event for residents of Meadowlake Village sponsored by Blackmon Plumbing. Helpers will be serving nachos, hot dogs, popcorn, hot chocolate, water, and cookies. Bring your lawn chairs and blankets to enjoy the movie.



## **Reporting Streetlight Outages**

You will need the number off of the street light. Call (713) 207-2222 or use on the QR code to report online.



## **Speeding in the Neighborhood**



The HOA has had many complaints of speeding in the neighborhood. We need your help to get traffic patrols. If you are interested in requesting more patrols, please call (713) 274-2500 or use the QR code and fill in the form to request extra patrol of Meadowlake Village. Residents who live within the Precinct 3 area may also request a vacation watch.

## **New Security Phone Number**

We encourage homeowners to be alert at all times and to call and report any suspicious behavior so that it can be investigated. If it doesn't feel or look right, it probably is not right. Never attempt to stop a crime yourself, always call the police.

### Phone Numbers:

Emergency: 9-1-1

Harris County Sheriff's Office (713) 221-6000

Enforce Security (346) 471-9851

## **Visit our website**



Visit our website at [www.meadowlakevillagehoa.com](http://www.meadowlakevillagehoa.com) or use the QR code to find information on amenities, documents, important dates, events, meeting information, and more.

## **Email Subscription**

Stay informed on important dates, events, meetings, and more when you subscribe to our emails. Sign up at [www.meadowlakevillagehoa.com](http://www.meadowlakevillagehoa.com) or use the QR code to subscribe today.



## **HOW TO USE QR CODES:**

- On iPhone, open the camera and point it at the QR code. Tap the link above the code to open it.
- On Android, open the camera. Tap the cog icon and toggle on "Scan QR codes". Point the camera at the code and click the link that pops up.

MEADOWLAKE VILLAGE HOMEOWNERS' ASSOCIATION  
7410 Breda Drive  
Baytown, Texas 77521

MEETING MINUTES November 27, 2023

Board Members Present:

Robert Wagnon, Brenda Marsh, Yvette Bazan and Debra Murray

Manager: Regina Real

6:01 p.m. Regular meeting called to order

6:36 p.m. Regular meeting adjourned

- I. Quorum was established.
- II. 6:01 p.m. meeting was called to order by Robert Wagnon
- III. Prior annual meeting minutes were reviewed and a motion to approve was made by Brenda Marsh, seconded by Yvette Bazan, and passed 4-0.
- IV. Open Forum:
  - o Homeowner inquired if any crime was going on in the neighborhood.
  - o Homeowner inquired about vacant pipeline lot at front of neighborhood.
- V. Board reviewed 2024 Budget. A motion was made to approve the 2024 budget with a 5% rate increase on annual assessments by Yvette Bazan, seconded by Brenda Marsh and passed 4-0.
- VI. Election of Directors – uncontested race. Directors elected by acclamation. A motion to approve was made by Brenda Marsh, seconded by Debra Murray, and passed 4-0.
- VII. A motion to adjourn to executive session was made at 6:30 p.m. by Yvette Bazan, seconded by Debra Murray, and passed 4-0.
- VIII. The Board of Directors assigned board positions as follows:
  - o President, Robert Wagnon
  - o Vice-President, Leslie McDonald
  - o Secretary – Brenda Marsh
  - o Treasury – Yvette Bazan
  - o Director – Debra Murray
- IX. Executive session was called to order by Robert Wagnon at 6:32 p.m.
- X. Executive session was adjourned at 6:34 p.m.
- XI. Regular meeting was called to order at 6:34 p.m. by Robert Wagnon.
- XII. A motion to escalate 2 accounts to lawsuits was made by Brenda Marsh, seconded by Yvette Bazan and passed 4-0.
- XIII. A motion to have late fee schedule amendment drafted by attorney was made by Brenda Marsh, seconded by Yvette Bazan and passed 4-0.
- XIV. With no further business, a motion was made by Brenda Marsh and seconded by Yvette Bazan, and passed 4-0 at 6:36 p.m. to adjourn.



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**December 2023**

**No Meeting Held**