

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WOODRIDGE FOREST COMMUNITY ASSOCIATION**

22525 Soaring Woods Lane

Porter, Texas 77365

TUESDAY, NOVEMBER 22, 2022

ESTABLISH QUORUM AND CALL TO ORDER

A quorum having been established, President Andy Ramirez called the meeting to order at 7:00 p.m. Other Board members present were Eric Self, Pat Twohy, Mel Gustavo & Stacey Lewis. Also present were Kimberly Hiles, Jose Villegas & Lacey Land-Gillory with Sterling Association Services, Inc. and homeowners as per the sign in sheet attached to the original packet. A motion was made, seconded and passed unanimously to adopt the agenda as presented.

OPEN FORUM/PUBLIC COMMENTS

*Several residents that attended the meeting had concerns regarding the unauthorized motor vehicles and trespassing by the lakes and open areas along the back of the community.

The board discussed possible blocking methods such as boulders or trees. Signage is already being discussed and pending a legal opinion.

*Residents discussed adding additional patrol hours to help deter the unwanted activity. The board agreed to add additional hours to the budget.

The patrol officers answered questions and addressed concerns with the residents regarding the unauthorized motor vehicle disturbances and trespassing activity.

APPROVAL OF MEETING MINUTES

The meeting minutes of the April 26, 2022 were presented for approval. A motion to accept the minutes was made by Eric Self, the motion seconded and the motion passed.

SECURITY REPORT

Officer Jose Amstutz & Officer Patrick Gallagher attended the meeting and presented a verbal report.

Officer Gallagher discussed holiday safety tips to residents & recommended the nonemergency number to call 936-760-6800 and report nonemergency concerns. He also encouraged the residents to use the vacation watch option while away.

FINANCIAL REPORT

Jose Villegas of Sterling ASI presented the Financial Reports as of October 31, 2022.

The operating account totals \$473,772.26; The total cash reserves total \$294,997.41; Expenses for the month of August-October 2022 were \$57,746.23 operating; Treasurer Eric Self tabled the approval of the financial reports and expenses presented.

ARC REPORT

Committee member Ken Mundy attended the meeting and gave a verbal report. Sterling ASI provided a written report included in the board packets. Ken Mundy reported that applications were being processed smoothly with Sterling & in a timely manner.

KINGWOOD SERVICE ASSOCIATION MEETINGS

*All KSA Meetings are available via zoom-

Board – 3rd Thursday each quarter –

Parks – 1st Thursday of the month-

Public Safety – 2nd Wednesday of the month-

PIP – 3rd Tuesday of the month –

COMMUNICATIONS/WEBSITE

Kimberly Hiles reported that the website is up & information was being posted for meetings. Eblasts are also being sent with community information updates and meeting information.

PENDING BUSINESS & UNSCHEDULED MAINTENANCE

*Proposals for fence staining project

*Legal opinion pending on trespassing signage & verbiage

NEW BUSINESS & SCHEDULED MAINTENANCE

*Lake Management agreement approved \$14,880.00

*Board Director Stacey Lewis announced her resignation, her one year term expiring January 2023. The board & Sterling thanked her for her efforts and contributions.

*Annual Meeting/Election in January 17, 2023 the location is to be determined.

*Collect proposals for boulders & maintenance contract

*Collect proposals for reserve study & audit

*A motion was made by Eric Self to keep the assessment rate at \$790.00 & the due date being extended to February 1st 2023, the motion seconded and passed unanimously.

NEXT MEETING - The next meeting will be held on Tuesday January 17, at 7PM.

MOVE INTO EXECUTIVE SESSION

A motion was made, seconded and passed unanimously to convene into executive session to discuss collection matters.

A motion was made, seconded and passed unanimously to move out of executive session.

EXECUTIVE SESSION SUMMARY

*It was agreed that the vacant lots & builder lots be double checked

*It was agreed high credit balances to be checked on the Aging Report

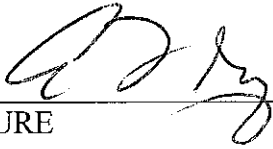
*22 Delinquent Accounts were selected for legal collections: #329263, 329042, 329184, 329113, 329094, 329152, 329192, 329012, 329509, 329565, 329580, 329599, 329396, 329574, 329186, 329203, 329270, 329424, 329342, 329445, 328980 & 329393.

A motion was made, seconded and passed unanimously to move back into regular session.

ADJOURNMENT

With there being no further business to become before the Board, a motion to adjourn was made by to adjourn the meeting. The motion seconded and passed unanimously the meeting was properly adjourned at 9:02 PM.

SIGNATURE

A handwritten signature in black ink, appearing to be "A. J. [unclear]", written over a horizontal line.

DATE

3/21/23

