

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
TOWNWEST SECTION 5 & 6**

**April 9, 2024**

**James West Community Center**

**CALL TO ORDER**

With a quorum of Directors present, the meeting was called to order at 6:16 p.m. Those present are as follows Betty Stewart, George Felder, and Esteban Lopez, Gina Quizon. Representing Sterling ASI is Community Manager Cathy Hooper.

**MEETING AGENDA**

The agenda was reviewed by the Board. E. Lopez motioned to approve and B. Stewart seconded the vote and all were in favor.

**MEETING MINUTES**

The Board reviewed the meeting minutes from the previous meeting. B. Stewart made a motion to accept without revisions with a second from G. Felder and all were in favor.

**FINANCIALS**

Cathy Hooper, from Sterling, went over the March 2024 financials.

**HOMEOWNER FORUM**

One homeowner was present and had concerns about her account. She was directed to contact Sterling.

**NEW BUSINESS**

- A motion was made, seconded, and approved to accept the bid from Lagan's Roofing and Exterior for the roof repair for \$32,000.00.
- A motion was made, seconded, and approved to accept the Landscaping bid from Jose Granados for \$20,800.
- A motion was made, seconded, and approved to accept the tree trim and removal bid from Jose Granados for \$6,200.
- A motion was made, seconded, and approved to accept the proposal of \$1,500 for the 2D renderings of the pool that is required for the Ft Bend County Pool Permit.
- The Board discussed implementing Yard of the Month. G. Quizon will be the chairman of this committee.
- A motion was made, seconded, and approved to accept the addendum to the landscaping contract to include various maintenance responsibilities for the amount of \$300 additional per month.
- A motion was made, seconded, and approved to send 7 properties to the attorney for various deed restriction violations.

Next meeting will be on May 14, 2024

*A motion was made, seconded and passed unanimously to move into executive session at 7:36 p.m*

**EXECUTIVE SESSION SUMMARY, INITIATION OF FORECLOSURE & ENFORCEMENT ACTIONS,  
APPEALS FROM DENIAL OF ARCHITECTURAL APPROVAL & SUSPENSION OF OWNERS RIGHTS**

The delinquencies and attorney status reports were reviewed.

- The Board reviewed compliance issues and directed the managing agent on how to proceed
- With no further business to come before the board the executive session was adjourned at 7:57 PM. There were no homeowners waiting for a summary of the executive session.

Cathy Hooper -Property Manager