

MINUTES FOR WESTBOURNE HOMEOWNERS ASSOCIATION, INC.
REGULAR BOARD OF DIRECTORS MEETING
TUESDAY, AUGUST 1, 2023

The meeting was called to order at 7:10 p.m. Board members in attendance were Pat Toppenberg, Juan Herrera, Eileen Kuykendall and Janelle Bissell. SueAnne Wake was in attendance from Wake Property Management, Inc.

The May meeting was cancelled due to the lack of a quorum.

Announcements:

The Summer Night Out event will be held on August 12, 5:00-7:00pm, at the pool. Pizza and drinks will be served. A water slide has been reserved. A request for a fire truck has been made. The pool will be open to all residents from 5:00-8:00pm. A third lifeguard will be on duty in case there is an increase of numbers.

The judging for the Christmas lights/decorations contest will be on December 9. Judging is after dark.

The following matters were discussed as old business:

The pool chemical system has been changed out to the new liquid system. It has been working very well.

There are several outstanding issues at Lundar Park that need to be addressed:

Rules Sign: it has been ordered and will be identical in size and material as the previous sign. The rules will also be the same.

Trash Can Liners: the plastic liners are approximately \$110 + shipping. The suggestion was made to find metal liners. Management will research the options.

Tic-Tac-Toe Board: repairs are complete at no cost.

Management is working on replacing the Christmas decorations for the marquees.

Management has researched the possibility of electric (LED) signs at the entrances to replace the existing sign boards. Harris County does not allow electric signs to be placed on any County medians. This means the Association could not place electric signs on the North Eldridge medians. The only place an electric sign could be placed would be at the pool park. The costs of an electric sign start at approximately \$20,000.

The Board has decided against installing an electric sign at the pool park. The Board made the decision to proceed with finding bids to remove the small monument at the pool and close up the letter boards on North Eldridge. Management will research options and obtain bids. The Board wants to advertise the change in the annual statement and direct owners to use the website and/or join the email distribution list for announcements.

The playground mulch has been completed at a much lower cost. The three dead trees have also been removed.

The following items were discussed as new business:

A storm in June caused large tree limbs to fall down in Lundar Park. One of the limbs damaged a slide on the smaller playground. The bid to replace the slide is \$3,350. The Board has approved the bid. The Board also approved filing an insurance claim.

There have been numerous repairs on the sprinkler systems. Most have been due to the age of the sprinkler lines. All repairs are now completed. There are currently no new landscape projects.

Management informed the Board that the tennis courts may need to be resurfaced this next year. Management will evaluate and report at the next meeting.

The tennis court lights, pool park lights and a new, dedicated, circuit for the 911 phone were electrical repairs that have all been completed.

Management will be submitting a list of projects for the Board to consider.

The Open Session was closed and the Board of Directors went into Executive Session.

The Open Session was reconvened.

The Board announced the positions for the 2023-2024 Board:

President: Gail Medina

Vice President: Eileen Kuykendall

Secretary: Janelle Bissell

Treasurer: Pat Toppenberg

A motion was made to approve an increase in the fee for certified letters to \$25.00 to cover the cost of postage and supplies. The motion was seconded, voted on and approved.

A motion was made to approve the 2023-2025 contract for landscaping with High Tech Lawn. The motion was seconded, voted on and approved.

A motion was made to approve the 2023-2024 contract for property management with Wake Property Management. The motion was seconded, voted on and approved.

A motion is made to turn Account #3502556 over to the Association's attorney to pursue the violation of failing to complete work on the exterior of the property, paint and clean exterior through lawsuit if necessary. The motion was seconded, voted on and approved.

A motion is made to turn Account #3503609 over to the Association's attorney to collect the delinquent amounts due on the assessment account of the property through lawsuit and foreclosure if necessary. The motion was seconded, voted on and approved.

A motion is made to turn Account #3505708 over to the Association's attorney to collect the delinquent amounts due on the assessment account of the property through lawsuit and foreclosure if necessary. The motion was seconded, voted on and approved.

A motion is made to turn Account #3508795 over to the Association's attorney to collect the delinquent amounts due on the assessment account of the property through lawsuit and foreclosure if necessary. The motion was seconded, voted on and approved.

A motion is made to turn Account #3509852 over to the Association's attorney to collect the delinquent amounts due on the assessment account of the property through lawsuit and foreclosure if necessary. The motion was seconded, voted on and approved.

A motion is made to turn Account #3513981 over to the Association's attorney to collect the delinquent amounts due on the assessment account of the property through lawsuit and foreclosure if necessary. The motion was seconded, voted on and approved.

A motion is made to turn Account #35141067 over to the Association's attorney to collect the delinquent amounts due on the assessment account of the property through lawsuit and foreclosure if necessary. The motion was seconded, voted on and approved.

A motion is made to turn Account #351611143 over to the Association's attorney to collect the delinquent amounts due on the assessment account of the property through lawsuit and foreclosure if necessary. The motion was seconded, voted on and approved.

The meeting was adjourned until October 3, 2023.

Janelle Bissell

Janelle Bissell, Secretary