

MINUTES FOR WESTBOURNE HOMEOWNERS ASSOCIATION, INC.
REGULAR BOARD OF DIRECTORS MEETING
TUESDAY, October 1, 2024

The meeting was called to order at 7:00 p.m. Board members in attendance were Eileen Kuykendall, Felix Ruiz, Pat Toppenberg and Juan Herrera. SueAnne Wake was in attendance from Wake Property Management, Inc.

Minutes for the August regular meeting were previously approved and are posted on the website.

Announcements:

October 19, 2024: Fall Garage Sale

December 14, 2024: Christmas Light & Decoration judging

The following matters were discussed as old business:

The Summer Night Out event was discussed. The Board felt it was okay but attendance was low. It is so hot at that time of year that most of the people attending are those who are already at the pool swimming. The feelings of the Board is that an event at a different time of the year would be better - maybe one in the fall or spring. This will need to be explored more and hopefully residents would be willing to join in the planning and executing.

Management is working on replacing the hoods for trash cans at Lundar Park.

The following items were discussed as new business:

After receiving several bids, the Board made the decision to approve the pool management contract with Texas Aquatic Enterprises (TAE). This is a 3-year contract. The annual cost for year 1 is \$48,554.35 with year 2 and 3 increasing by approximately 3% per year. The new contract started October 1, 2024.

There have been changes to community pool rules per the Texas State Department of Health Services Code. TAE will hang signs to indicate these rules. However, the current Westbourne Pool Rules signs are outdated. The Board will review and discuss updating the rules and signs at the next meeting.

A Board member noticed the parking stops at the pool parking lot are either broken or non-existent. There are 12 parking spots. It would cost around \$1,000 to install new stops. The Board will consider this project.

There have been a number of trees that have had to be removed due to the recent storms. The landscaper provided the Board with a bid to replace trees. Each tree would be \$675, includes all supplies and labor. The Board will review and give their decision in a few weeks while it is still a good time to plant.

The Board asked the attorney to review and update the Bylaws to make sure it is inline with the State of Texas property code. The Board will need more time to review the updated Bylaws.

The Board has reviewed various options for online payments. Any fees for online payments would need to be paid by the individual homeowner. The Board is concerned about the amount of fees charged. The options will be shared at the Annual Meeting to see if owners would be interested in paying.

The 2025 annual statements will be sent out no later than November 1. The Board has approved an information notice to be included with the statement.

Repairs at the pool have been completed. These repairs included the bathroom door, pump room door, wood fence gate, sheet rock work in the office and deck. Additional issues have been found which will need to be addressed:

Gusset: appears to have some rot; it will need to be checked and possibly replaced. The Board approved the work to be done now.

Upper Deck (trex-deck): some sagging in various places; will need to be checked and repaired as needed in the next 1-2 years

Lower Deck: still looks okay; anticipate resurface in the next 3-4 years

Pump Room: some wood rot; this room needs to be assessed by a professional; hopefully it has 3+ years remaining

Projects for 2025 need to include repair work of chainlink fencing around the tennis courts and the pool and the wrought iron fencing around the pool.

A new lockbox has been installed. The Board has asked that the main gate lock be changed.

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

The Open Session was reconvened.

The motion is made to set the 2025 Assessment at \$360.00. This is a \$10.00 increase from the 2024 assessment. The motion was seconded, voted on and approved. The vote was 3-1 for the increase.

The meeting was adjourned until December 10, 2024.


