

WESTBROOK LAKES HOMEOWNERS ASSOCIATION

Board of Directors Monthly Meeting

Tuesday, May 11, 2021

Pursuant to Section Six, 6.2, of the By-Laws of Westbrook Lakes Homeowners Association, Inc., the Board of Directors' meeting was duly called and held on the above date via Zoom meeting <https://zoom.us/j/96778185927?pwd=TUE3ZTJ6bVVtYXZvMDVjVDJUYIE2QT09>, Dial by your location +1 346 248 7799 US (Houston), Meeting ID: 967 7818 5927, Passcode: 783532, Find your local number: <https://zoom.us/j/96778185927?pwd=TUE3ZTJ6bVVtYXZvMDVjVDJUYIE2QT09>

Present: Kyle Rouch, President
Vince Castro, Vice President
Jill Penn, Secretary
Adriana Usubillaga, Treasurer
Morley Lee, Director

Absent:

Managing Agent: Tammi Norris SCS Management Services, LLC

CALL TO ORDER: Meeting was called to order at 6:³⁶39 pm.

BOARD REFERRAL: The Board Referral list for deed restriction enforcement was reviewed with no Board action needed at this time.

COLLECTIOINS: There are no accounts in collections with the attorney and no Attorney Status Report was reviewed.

The Board adjourned the executive meeting and reconvened into general session at 6:³⁹36 PM.

GUESTS TO ADDRESS THE BOARD: There were no guests to address the Board.

MINUTES: The minutes of April 2021 meeting were reviewed. Director Rouch made a motion to approve the Minutes with corrections. Director Penn seconded the motion. All were in favor.

ACTION TAKEN OUTSIDE OF MEETING:

There was no action taken outside of the meeting.

COMMITTEE REPORTS:

Neighborhood Events: 2021 Community Garage Sale dates are March 20th - Rain Date March 27th, June 19th - Rain Date June 26th and Sept 18th - Rain Date Sept 25th. Dates will be posted on the WBL webpage and SCS Portal with an email going to all homeowners registered in the portal. Post announcement on website Neighborhood Events volunteer needed.

Pool: Plumbing repairs are in progress. Cinder blocks have been removed top to floor. PEC pipes will be used to replace existing burst pipes. Drinking fountain pipes and men's room toilets are also in the scope of work. Complete Punch List and final walk through with Board member will be requested from JRD. Swim Houston Help Wanted signs throughout the community need to be removed. Pool light repair bid has been approved and pool furniture is being assembled.

Lake: Fountain lights repair is pending per Leslie at Solitude lights were ordered and should arrive any day. Installation is scheduled to take place as soon as they arrive. Top Lake is not holding water. Chimney Hill MUD Lake Annual Inspection is scheduled June 10th at 6 pm.

Landscape: City meter and water is on, and it is ok to install seasonal plants now. Request sent to Gruene Landscape and scheduled to install in the next week or two. Yard of the Month is being awarded again.

MANAGEMENT REPORT: Mrs. Norris ^{→ presented} present the May Management Report reviewing the Collections Schedule amount and percentages collated and spent.

FINANCIAL REPORTS: Director Usubillaga presented the financial reports and discussion followed on creating a Latest Estimate Report to project end of year over/under budget income and expenses.

UNFINISHED BUSINESS: February 2021 ice storm damage to pool restroom pipe was discussed. Pool Concrete slab and Tuff shed was discussed, and bid is on hold for now.

NEW BUSINESS: Chimney Hill MUD Lake inspection will be rescheduled for June 8, 2021, at 6:00 pm.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:30 PM.

ATTEST Board approval DATE 06/16/2021
June 2021 Meeting Minutes
Worisz