

WESTBROOK LAKES HOMEOWNERS ASSOCIATION

Board of Directors Monthly Meeting

Wednesday, June 16, 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/92570982195?pwd=bkZalH3cjNXRnU2eFpwaERCWStudz09>, Meeting ID: 925 7098 2195, Passcode: 511852, Dial by your location +1 346 248 7799 US (Houston), Find your local number: <https://zoom.us/u/actW5ACz1r>

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

Absent: Adriana Usubillaga, Treasurer

Managing Agent: Tammi Norris SCS Management Services, LLC

CALL TO ORDER: Meeting was called to order at 6:42 pm.

BOARD REFERRAL: The Board Referral list for deed restriction enforcement was reviewed with one account being placed on Monitor and one account going to Attorney Demand. 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 6:57 PM.

GUESTS TO ADDRESS THE BOARD: Denise Crandon was in attendance to observe only.

MINUTES: The minutes of May 2021 meeting were reviewed. Director Penn made a motion to approve the Minutes with corrections. Director Rouch 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 remaining are 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. Director Lee will hang the signs. Look at food truck options for July 4th event.

Pool: Repairs from pipe bursts are in final stages. Two lifeguards doing well with both AM and PM shifts. The guards live in Katy and may move to a closer pool for closer commute. New lifeguard station set up at the pool entrance is working well. Water chemical levels are good. Lifeguard umbrella holder needs to be replaced. Swim Houston will be asked to provide a fire extinguisher at the pool. Security camera and pool fence extension options are needed to prevent vandalism.

Lake: Fountain lights repair is pending per Director Rouch at Solitude lights have arrived, but wiring is not compatible. Wired Electric will make electrical adjustments. Top Lake is not holding water. 2021 Chimney Hill MUD Lake Annual Inspection was held June 8, 2021, at 6:00 pm.

Landscape: June Yard of the Month was awarded to home on Brannon Field. Season flowers at front entrance look dry from the heat wave but should be fine with more rain and cooler temperatures. Flowers will be monitored and if needed Gruene will replace for free.

MANAGEMENT REPORT: Mrs. Norris present the June Management Report reviewing the Collections Schedule amount and percentages collated and spent.

FINANCIAL REPORTS: Mrs. Norris presented the financial reports and discussion followed on creating a Latest Estimate Report to project end of year over/under budget income and expenses and adding Receivable back to the Balance Sheet.

UNFINISHED BUSINESS: There was no unfinished business to discuss.

NEW BUSINESS: New AED for the pool was discussed and has been ordered. Using surface/lake water verses MUD. Cost comparison needed and rate sheet will be requested from Chimney Hill MUD.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:31 PM.

ATTEST _____

DATE _____