



**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS
OF TOWNEWEST HOMEOWNERS' ASSOCIATION, INC.**

August 15, 2024

A regular meeting of the Directors of Townewest Homeowners Association, Inc., a Texas corporation, was held at 10322 Old Towne Ln., Sugar Land, Texas 77498, on August 15, 2024, at 7:02 p.m.

1. Present Directors

Present at the meeting, and constituting a quorum of the full board were the following persons:

Director; Robert Fuentes, President
Director; Angela Massaro, Vice-President
Director; Elizabeth Seymour, Secretary
Director; Miriam Lewis, Treasurer
Director; Jose Luis Fuentes Mendoza, Member-at-Large

Kari Lemoine, Property Manager, was also present at the meeting representing Sterling Association Services. Sarah Gerdes was also present representing the associations attorney of Sears, Bennett and Gerdes.

2. Call to Order

The meeting was called to order by Robert, the President, who served as the Presiding Officer of the meeting. The Presiding Officer determined that a quorum was present. The meeting agenda has been adjusted to move the hot topic item at the start of the meeting.

3. Call and Notice of Meeting

The Presiding Officer announced that this meeting was held pursuant to a call signed by a majority of the Directors, to operate the association business, and that written notice of the time and place of the meeting had been sent to each Director at least thirty (30) days before the

meeting; and, on motion duly made, seconded, and unanimously carried, a copy of the call and notice was made a part of the minutes of the meeting.

4. Hot Topic- Mud and Gulfstream Park

Sarah Gerdes explained to the residents that their MUD district is in need making improvements to their facilities. She explained that when they do the necessary improvements Fort Bend County is requiring the MUD to obtain a detention area. The MUD has gone through all possibilities of where that location would be. The only viable area is in the Gulfstream Park. The Board of Directors at the time meet with the MUD and legal counsel multiple times to see what that would look like. The landscape architect that the MUD hired has come up with some drawings that encase what the MUD is willing to do to make improvements. This project is going to happen weather the association is willing to comply or not due to condemnation. With that being said we can either go through forceful condemnation or friendly. The board wishes to go through friendly to work on getting improvements for the Gulfstream Park. Sarah further explained the images that were put on display for the residents in attendance. The association will also be compensated for the land that is taken from the MUD. Mrs. Gerdes then fielded questions from the residents. Residents were urged to go to the MUD meetings to ask questions as well as the attorney and the board can only answer what they have been told.

Questions included but not limited were:

Why not make the ditches wider and deeper to field off the water?

Where is the water going to drain to?

How deep will the retention area be?

The concrete wall in the park will the MUD be responsible for tagging or any other damage?

Are they going to help rebuild the park that used to be behind the clubhouse?

How long will the construction take and how long will the park be shut down?

Could we get an additional sand play area since the volleyball court will be removed?

Why are the residents just now hearing about this if it's been on the table since October 2023.

5. Actions between meetings

a. The Board of Directors went to the MUD meeting to discuss the portion of the park being taken by the MUD.

b. Special Meeting was held on July 31, 2024 to appoint Elizabeth Seymour to the Board.

6. Approval of Minutes of Prior Meeting

The June 2024 minutes were tabled to executive session.

7. Committee Reports

Architectural Control Committee- Nothing at this time

Nominating Committee- Nothing at this time

Recreation Committee- The seat remains open at this moment.

Maintenance Committee- The monument sign at the clubhouse will be upgraded and fit with a new LED sign for \$2,000.

Publicity Committee- Now that we have been given the green light to discuss the park this will be included in the next newsletter and website.

Audit Committee- Auditors have stated should be complete by the end of September. End of July bank amounts is \$765,126.28

Pool Committee- A homeowner asked why the pool closed so early this season. Ms. Lewis stated due to the lifeguards going back to college. Ms. Lewis explained to residents as a reminder that residents must register every year to get access to the pool.

Deed Restriction Committee- Question from the homeowners to ask if the association does force mows. Another question arose about commercial vehicles, and boats. Homeowner wanted to know how long they were able to keep them parked at their house. Homeowners mentioned abandoned homes, inoperable vehicles with expired tags. Residents were concerned that deed restriction letters and inspections were not occurring. Homeowner stated that there were dead plants in the common area at Clark Towne Land and court.

8. New Business/Officer Reports

The board requested the attorney to draft a code of conduct policy.

9. Convene to Executive Session

Robert motioned to adjourn the open session at 8:04pm with a second from Elizabeth. All were in favor and the motion passed. Executive session was called to order at 8:10pm to conduct a private consultation with the association's property manager regarding delinquent accounts, attorney reports, contracts, foreclosures, and litigation matters.

The board would like the force mow list sent over to the landscaper and copy the board.

The board reviewed the attorney status report in detail.

Robert made a motion for Elizabeth Seymour to become the Secretary, Miriam seconded the motion, all were in favor and the motion passed.

It was asked to have prepared publications change all the information on the website and Townsq to reflect the new position.

The board reviewed the owner requests that were submitted at the meeting with deed restrictions.

The board would like no trespassing signs at the tennis court. Miriam made a motion to move forward with Elizabeth seconding the motion. All were in favor and the motion passed.

We will be holding a budget workshop on September 9th at noon at the clubhouse.

The board reviewed the bids provided for the shed at the pool. The board wanted to know the cost difference from a new prefab shed vs repairs.

The board reviewed the Short-Term Rental policy drafted by the association attorney. Robert asked if there was a motion to accept the policy. Angela made that motion to accept with a second by Miriam. Elizabeth abstained from the vote. Robert was in favor and Jose mentioned that he already made the motion.

The board reviewed the fine policy and voted to table that vote.

10. Property Management Report

Mrs. Lemoine let the board know they are 94% collected for assessments in 2024.

11. Adjournment

There being no further business to come before the meeting, on motion duly made, seconded, and unanimously carried, the meeting was declared adjourned at 9:42pm.

/s/ Elizabeth Seymour

Elizabeth Seymour
Board of Directors, Secretary