

Townewest Homeowner's Association, Inc.
Board of Directors Meeting Minutes- February 13, 2020

Board Members		Management		Guests
X	Robert Goerz, President	X	April Pitarra, MASC Austin Properties, Inc.	Chip Smith, Attorney at Law
	Robert Fuentes, Vice President			
X	Dennis Shea, Treasurer			
X	Linda Torres, Member at Large			
X	Kathryn Barclay, Secretary			

(Please check mark to the left of individuals who are present)

Call Meeting to Order

Due notice of meeting and a quorum established, the meeting was called to order by the President, Jack Goerz at 7:00 PM. The meeting was conducted at 10322 Old Towne Lane, Sugar Land, TX 77498.

Call Open Forum to Order

- a. Guests - None
- b. Resident Input – Residents were present to discuss sidewalks, and noise issues.

Call Business Meeting to Order

Actions Between Meetings

- a. Summarize Unannounced Meetings, if any – None.
- b. Ratify Actions Approved Between Meetings –
 1. The board ratified the approval of mulch for Gulfstream park playgrounds. All three playgrounds were approved for a top off of mulch from Crosswinds for \$6,991.00.
 2. The approval for a new irrigation controller installed by LandPro was approved for \$1,100.00.

Approve Minutes of Previous Meeting

The January 9, 2020 meeting minutes were approved as written.

Committee Reports

- a. Architectural Control Committee – Dennis Shea reported that all ACC applications are up to date and reviewed every Monday and Friday.
- b. Nominating Committee – No report.
- c. Social Committee –
 1. The Easter event is planned for April 4, 2020 from 9:30am to 11:30am. The social committee is still working on ideas for the event at this time. Some of the ideas at this time include pinatas, jelly bean contest, games, egg walk, magician, Easter Bunny, and story time.

Townwest Homeowners Association, Inc.
Board of Directors Meeting Minutes
February 13, 2020
Page 2

- d. Beautification Committee –
 - 1. Landscape proposals have been deferred for review.
- e. Pool Committee – Splash day will be planned by the Pool Committee for May 23, 2020. Pool wristband sign up on site with API will also take place on this day at the pool.
- f. Communications Committee – No report.

Treasurer's Report

- a. Cash Balances – 1/31/2020 \$687,737.49
- b. Delinquencies – 1/31/2020 81.83% collected
- c. Review Financial Report - No report.

Management Report

- a.) Correspondence Received by Association, Directors, Management – No Report.
- b.) Association Business and Operations – No report.
- c.) Clubhouse Report –
 - 1. API will obtain bids for cleaning and sealing the tile and grout at the clubhouse.
 - 2. The hole in the siding on the back of the clubhouse has been tabled at this time.
- d.) Gulfstream Park Report –
 - 1. API reported that the addition of a few more cameras may be needed in the back two corners of the park. API will get with ADT to discuss further.
- e.) Pool Report –
 - 1. API will obtain 3 bids for sun shade options for the baby pool.
 - 2. API reported that there will be a group interview of the lifeguard companies any board members that would like to attend may do so. API will email the board the date and hours of the meeting for all board members.
- f.) Tennis Court Report – It was reported that Silverstar remodeling removed the graffiti from the tennis courts.
- g.) Common Area Report – No Report.
- h.) Landscaping Report – No report.
- i.) Website/ Newsletter Report – No report.
- j.) Patrol Report – No report.

Executive Session

Reconvene in Open Session and Report on Action Approved During Executive Session

- a. Collections
 - 1. Enforcement Action - The Board approved (0) payment plans, approved (0) waiver requests, and denied (0) waiver requests.
 - 2. Owners Request - (0) Owner request.
- b. Deed Restriction Report
 - 1. Enforcement Action - API reported that (0) work orders had been issued for self-help items (0) items was placed on hold and (11) certified letters were mailed.
 - 2. The board approved (2) accounts to be turned over to Chip Smith's office for deed restriction enforcement.
 - 3. Owner Requests - The Board approved (0) extension requests.
 - 4. Owner Hearings - (1) Owner Hearing was scheduled

Set Time, Date, and agenda of Next Meeting/Adjournment

The next Board meeting is scheduled for March 12, 2020 at 7:00 PM at 10322 Old Towne Lane, Sugar Land, TX 77498.

With no further business to be conducted, the meeting was adjourned by President Jack Goerz at 9:00 PM.

Date: 7/9/20
~~Treasurer~~ [Signature]
~~President:~~
Secretary: [Signature]
Management: [Signature]