

UNIVERSITY PARK PATIO HOMES ASSOCIATION
ANNUAL MEETING MINUTES
May 8, 2023

The Annual Meeting was held at University Baptist Church, 16106 Middlebrook Dr., Houston, TX 77059, Room 103/105 on Monday, May 8, 2023. Board members present were Pat Farrell, Liz Louis, Phyllis Tacquard, Donna Roberts and David Kean. Rachel Castrilla, Association Manager was present representing Community Management Solutions, Inc. (CMSI).

CALL TO ORDER

Pat Farrell called the meeting to order at 6:01 pm. Quorum was verified with 22 homeowners present and 23 proxies received. Pat Farrell led the group in the Pledge of Allegiance.

WELCOME ALL HOMEOWNERS & GUESTS

Rachel Castrilla, CMSI Association Manager

Rex Lindberg– The City of Pasadena, Director of Community Relations

Rex confirmed the City of Pasadena Grant Program increased this year's match from 37% to 50% as in previous years, allowing our community to be reimbursed for 50% of the 3 grant projects submitted. This enables us to do maintenance to keep our community beautiful.

Council Member District H, Thomas Schoenbein & Officer Robertson

Officer Robertson stated that our community is virtually crime free and we are doing a great job. He advised those present to be cautious of increased email fraud requesting money and encouraged homeowners to report any suspicious activity online at ppdtx.com – using the police service request. (<https://www.pasadenatx.gov/formcenter/police-department-forms-4/police-service-request-form-78>).

SECRETARY'S REPORT

Donna Roberts, Board Secretary, had board members review last year's May 9, 2022 annual meeting minutes. Pat Farrell made a motion to accept the Annual 2022 Meeting Minutes. Liz Louis seconded the motion, all in favor, motion passed.

TREASURER'S REPORT

Phyllis Tacquard, Board Treasurer, reviewed the 1st Qtr. Financials, as of March 2023. The community is on budget and in good shape with 80% of the total budget going towards landscape services, which have been locked in for 2 years without increase and sufficient funds budgeted for insurance.

ELECTIONS

Rachel Castrilla opened the election and asked for nominations from the floor of which there were none. Candidates for re-election were Liz Louis and David Kean. One of the homeowners present made a motion to accept nominations by acclamation, and the remaining homeowners present seconded the motion, all in favor, motion passed.

COMMITTEE REPORTS

A. ARC Committee

No changes.

B. Beautification Committee

University Park is again participating in the Boy Scout Troop 870 Flag Program in celebration of federal holidays. The program places (4) flags, one at each University Park entrance 4 times per year. Homeowners are encouraged to also participate for \$50.00 per year.

C. Social Committee

Lauren Hill announced this month's neighborhood dinner at Mamacita's on Tuesday, May 23, 2023 at 6:00 pm in their enclosed patio. He suggested arriving at 5:30 pm for cocktails with dinner at 6:00 pm and asked those attending to please RSVP.

2023 ANNUAL MEETING-Pat Farrell, Board President

A. 2023 Grant Project Updates – the three projects are now complete.

- Power Wash the Brick Perimeter Wall – North Side
- Power Wash the Brick Perimeter Wall – South Side
- Rebuild of the Front Monument Wall

B. 2023 Activities Recap – in addition to the three Grant Projects:

- Annual Tree Maintenance – Along Park Shadows
- Ant granules have been applied to the park
- All entrance flower beds have been planted and look beautiful!
- Insurance review-Homeowners were advised of 2022's 40% increase in insurance rates and this year's renewal changes with rates going up and coverages going down. We can no longer obtain wind or flood coverage for our front or perimeter walls and monuments-only vehicle damages. The community reserve funds would only cover a fraction of the cost of the wall repair/replacement in the event of a catastrophic event. The Board is thinking of raising the annual assessments a little under 10% next year to add funds to the community reserve account to help cover the cost of any repairs, should they be needed.

COMMENTS FROM HOMEOWNERS

A homeowner asked if the Board had a goal for the amount we should have in the reserve account-it just needs to be increased to cover the astronomical inflation over the past 2 years. Another homeowner mentioned the perimeter fence exterior cement posts being exposed behind their property, with the dirt washed away. We will have our landscape company attend to this.

FRIENDLY REMINDERS

- Please visit www.ourparkbench.com.
- Please refer to the **Architectural Review Guidelines** when planning home improvements and submit the Home Improvement Applications when required (e.g. roof, fence, window replacement etc.)
- **Common Neighborhood Maintenance issues** include:
 - Power wash driveways/sidewalks/curbs
 - Clean or paint siding to remove mildew and replace rotted boards
 - Trim bushes, weed flower beds & trim trees over sidewalk

ADJOURNMENT

The meeting adjourned at 7:10 pm. The next meeting is scheduled for August 14, 2023.

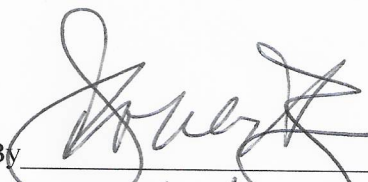
EXECUTIVE MEETING

The meeting adjourned at 7:40 pm.

Respectfully Submitted
Donna Roberts, Secretary

Signed By

Date


5/18/2023