

Kempwood Villa Townhouses Association

Board of Directors meeting, 8 Feb 2022

Location of Meeting: 9527 Clanton Street, Houston, Texas

Meeting called to order by Meribeth Shea at 7:22 PM

Name	Unit	BOD Position	Present/Comment
Meribeth Shea	9527	BOD President	Present
Angela Stamps	9515	BOD Vice President	Present
Megan Carpenter	9541	BOD Treasurer	Present
Lewis Balentine	9521	BOD Member	Present
Jack Gott	9530	BOD Member	resigned
Lyndsay Sweeney	9534	BOD Member	Present
Douglas Herrera	9505	BOD Member	
Jhonny Toralva	9506	BOD Member	
Julio C. Murillo, Jr.	9538	BOD Member	Present
A majority (5) of the (8) active members needed to form a quorum: _6_			

MINUTES

Minutes of the physical HOA BOD Meeting, 11 Jan 2022: Accepted with corrections

Treasurer's Report: \$76,400.13 (*current balance*) Accepted without objections

Old Business:

KVTA 9530 HOA Collection Letter: Certified Letter was lost by USPS. Megan Carpenter Found the email from September that had the attached draft letter. Needs to be updated with a date 15 Dec 2021 for final resolution and reprinted (*action item: Meribeth , Lewis*).

Soffit Repairs: New Request for Quote has been generated and pictures have been uploaded to the internet. New RFQ needs to be sent to vendors (*action item: Meribeth , Megan , Julio*).

Fence Parking: A formal rule has been approved and posted to the KVTA web site. Signs need to be posted (*action item: Meribeth , Lewis*).

Tag for Towing: A red Mini Cooper "S" (2002 model year ?) with Texas Tag GTF-3342 and Harris county, Tx registration number 6TL22548 dated 12/2019 has been parked in the NW parking area for a number of months. It is recommended that this car be tagged for towing and/or the local police be notified that it is parked in a public parking lot without a current registration.

Parking Permit 9517: There has been a request from the resident of KVTA unit 9517 for a parking permit. The permit was approved for one year. Need to produce permit and include letter and copy of the rule to the resident. Letter Spanish Translation NOT needed (*action item: lewis*).

Grass Burs: New Plan: Dig up old grass. Spray broad spectrum herbicide on area. Use pre-emergence herbicide on surrounding area. Allow ground to remain bare until early April. Use roll out grass seed mat over bare areas. Water daily (*evenings and/or mornings hours preferred*) as required no mowing until grass is at least 3 inches high. (*action item: Lyndsay, Megan , Julio and any available volunteers*)

Front Door Material: A query has been received from the owner of KVTA unit 9515 regarding the material used for front doors. The standard front doors as provide in the orthogonal construction are steel skinned solid cored doors. Some owners have replaced those doors with Solid Wooden Doors. A concern was raised that a owner installed non-standard front door might have a higher replacement cost. The consensus of the BOD is that should such a replacement be required, then the HOA shall be responsible for no more than the cost of replacement with a standard steel skinned solid core door.
(no action required at this time)

New Business:

Dog Poop: A problem has been reported with piles of Dog Poop being encountered in the common areas. It was suggested to post signs on some of the Light posts in the common area remind people to pickup after their pets. BOD member will look into getting signs.

Adjourned: 8:42 PM

KVTA Balance Sheet

Date 02 Feb 2022

Liquid Assets:

Cash On Hand	65.91
Bank Account	76,334.22
Total	76,400.13

Reserves:

Emergency Reserve	20,000.00
1/2 Yearly Budget	11,558.00
Discretionary Spending for Major Projects	34,443.00
Total	66,001.00

Available **10,399.13**

Assets and Liabilities

HOA Fees Ahead	7380.42
HOA Fees Arrears	-3123.45

Monthly Income:

HOA fee from 33 units (\$90.00 each)	35,640.00
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Monthly Liabilities:

Primavera Landscaping	450.00
Houston Water Dept (<i>estimated</i>)	150.00

Annual Liabilities:

Post Office Box (<i>September</i>)	120.00
Web Site (<i>December</i>)	120.00
Electricity for Common Area Lights (<i>January</i>)	255.00
Insurance (<i>February</i>)	1,750.00

Additional Landscaping Expenses (<i>Trimming</i>)	4,500.00	as required
Miscellaneous Expenses (<i>postage, office supplies, etc</i>)	500.00	as required
Additional Soffit Repairs	3,000.00	as required
Replace front doors (<i>4 x \$500 each to include matl. and labor</i>)	2,000.00	as required
Sprinkler repair and or replacement.	2,500.00	Contingency
Additional unplanned repairs	4,000.00	Contingency